

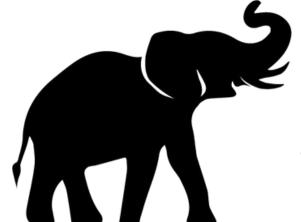
# SOMERS MIDDLE SCHOOL

Forward in Excellence

# PARENT AND STUDENT HANDBOOK



sms.somersschools.org



# SOMERS MIDDLE SCHOOL

Forward in Excellence

# WELCOME TO SOMERS MIDDLE SCHOOL!

Somers Middle School is a community of students and faculty who respect one another, and share the responsibility for maintaining high expectations for academic achievement and personal growth.

SMS offers the district's sixth, seventh, and eighth grade students a strong academic program in the foundation subjects while stressing development of the whole child. Middle school teachers provide a caring, structured environment where learning is valued, differences accepted, and the challenges of adolescence recognized. Students are encouraged to explore and develop interests in areas beyond the core curriculum to broaden their life experiences.

In order to guarantee a successful year it is important that students and their families understand the information, guidelines, and policies outlined in this handbook. A careful study of this material will create a common understanding of the Middle School and its expectations, and will better ensure the success of each student.

At SMS, a TUSKER is a Team Player who Understands Differences, possesses a strong set of Student Skills supported by Kindness, Effort, Respect, and Responsibility. All staff members work with students to support the development of these ideals daily.

Our goal is to maintain close communication between faculty and families so that we can support the best interests of every Somers Middle School student. Please do not hesitate to call us or any member of our staff with questions or concerns. With everyone working together we are guaranteed another successful year at SMS!

Jennifer Mangone

Principal

☑ JMangone@somersschools.org

Kristen Mucciacciaro

Assistant Principal

Mucciacciaro@somersschools.org



### **Our Mission**

O1 Somers Central School District will ignite a passion in each student by engaging all learners at a personal level to ensure success in a global society.

### **Our Vision**

The vision for SCSD encompasses three fundamental areas, each an important component of the Whole Child:

- 21st Century Knowledge & Skills
- Social, Emotional, & Physical Wellness
- Global Citizenship

### **Our School Mission**

Somers Middle School is committed to meaningful growth, learning, and the social emotional well-being of our students. We strive to integrate the Middle Years Programme framework, concepts and skills to nurture life-long learning and global awareness. We aim to engage students with a focus on reflection, open-mindedness and inquiry.



# OUR TUSKER INSTRUCTIONAL TEAM AT SMS

Grade 6	Grade 7	Grade 8
Ms. Tara Garret	Ms. Amy Bergin	Mr. Eric Woolsey
Mr. Joseph Savastano	Mr. Time Wilbert	Ms. Kirsten Reynolds
Ms. Dawn Stanczuk	Ms. Christina Sweeney	Mr. Terry Panetta
Ms. Jen Schneider	Ms. Alison Holt	Ms. Laura Pandolas
Ms. Deborah Kilmer	Ms. Ed Mullaney	Ms. Deb Henrie
Mr. Curtis Dell	Ms. Monica Manko	Mr. Ian Smith
Ms. Andrea Hancock	Ms. Carolyn Shilinski	Ms. Patricia Baldes
Mr. Rob Paulemo	Ms. Danielle Bassie	Ms. Christine Velez
Ms. Jacqueline Dolan	Ms. Danyelle Giloth	Ms. Rebecca Racioppo
Ms. Janna Salce	Ms. Andrea Hayden	Ms. Darlene Esposito
Mr. Jake Graham	Mr. Bryan Muller	Ms. Agostina Almonte
Ms. Diane Acampora	Ms. Lee Ann Willie	Ms. Marianna Breglio
Ms. Dawn Reimer		Ms. Cathy Jelinek
Ms. Julia Mohl (SCIP)		
World Language	Specials	Physical Education
Ms. Carmen Quinn	Mr. Jesse Arnett	Mr. Chad Brenneman
Ms. Randi Hauser	Ms. Jennifer Gueli	Ms. Deborah Daly
Ms. Alison Pepe	Mr. Richard Devito	Mr. Ron DiSanto
Ms. Annette Soares	Mr. Matthew Lugo	
Ms. Angie Gottlieb	Mr. Ron DiSanto	
Mr. Daniel Drebycz	Mr. Gary Wanderlingh	
Ms. MaryAnn Eskew	Ms. Angela Holder	
Music	AIS	MYP/Library
Ms. Marie Williams	Ms. Celeste DiDona	Ms. Jenna Schettino
Ms. Rachel Malara	Ms. Deb Hendrie	Ms. Meghan O'Conner
Mr. Miles Gilbert	Mr. Dean Pappas	
	1 1	•



# STUDENT SUPPORT

# SCHOOL COUNSELING CENTER

The Counseling Center at Somers Middle School works proactively to ensure the continuing growth of each student academically, socially, and emotionally. The mission of the center is to identify and work through issues that may interfere with student learning and enhance students' self-understanding to clarify goals, provide the tools necessary to achieve those goals, and to maximize each individual's potential.

In order to provide students with individualized and consistent support, our counseling centers follows a "looping model." Counselors are assigned to students when they enter our school and grade six and "loop" with their students each year.

# Our SMS Counseling Team



Grade 6 Mr. John Fleck



Grade 7 Mrs. Ellen Bieber



Grade 8
Mrs. Stephanie Kurchack



Student Assistant Counselor Amanda Casey



SEL Interventionist Weslinne Cespedes



School Psychologist Sean Kennelly



School Psychologist Samantha Morrison



# TEAM TUSKERS MENTORING

All SMS students are invited to participate in TEAM Tuskers Mentoring. This program provides students with additional adult support. Research has shown that adolescents who receive support from three or more non-parents adults find greater success in school. In this age group, students are often facing unique challenges, and our mission is to provide support to any student who can benefit from the friendship and life experiences of their mentor.

The program pairs SMS students with caring adults within the community. These students meet with their mentors for one hour per week during the school year, and all meetings take place in SMS in our dedicated mentoring room. During their time together, mentees and mentors have access to games, art supplies, puzzles, and sports equipment. Students can meet with their mentor before school, during lunch or after school.

Mentors have been fully screened and trained and have the ability to communicate with their mentees openly and without judgement. They possess strong listening skills and have a sincere desire to be personally involved with the youth of our community.

Please contact your school counselor, if your child is interested in participating.



### What Is MYP?

- Is inquiry Based
- · Is Aligned with NYS Standards
- Is a framework to create authentic assessments
- · Is Interdisciplinary Based
- · Is intended to help students with critical thinking
- Is assessments based on rubrics
- Is Real-World connections
- · Is Application of Skills
- · Is centered around reflection
- · Is Student Centered
- · Is connected to the community
- · Is Collaborative for both students and professionals
- · Is connected to Learner Attributes
- Is a consistent framework to develop units
- Is a way that teaching and learning is approached differently, but content is the same
- Is a way of learning that ALL Students at SMS engage in

### What is NOT MYP?

- · Not a prescribed program/canned program
- · Not teacher Driven
- · Not Lecture Style
- Not Memorization
- Not subjects taught in isolation
- · Not a one Size Fits All Mindset
- Not teaching without connection
- · Not different or new content
- Not something students apply for or enroll in (In Grades 6-10)



# IB learner profile

The aim of all IB programmes is to develop internationally minded people who, recognizing their common humanity and shared guardianship of the planet, help to create a better and more peaceful world.

We nurture our curiosity, developing skills for inquiry and We critically appreciate our own cultures and personal histories, throughout life.

We develop and use conceptual understanding, exploring We show empathy, compassion and respect. We have a knowledge across a range of disciplines. We engage with issues commitment to service, and we act to make a positive di erence and ideas that have local and global signi cance.

in making reasoned, ethical decisions.

We express ourselves con dently and creatively in more than one language and in many ways. We collaborate e ectively, listening We understand the importance of balancing di erent aspects of carefully to the perspectives of other individuals and groups.

We act with integrity and honesty, with a strong sense of fairness and justice, and with respect for the dignity and rights of people everywhere. We take responsibility for our actions and their consequences.

research. We know how to learn independently and with others. as well as the values and traditions of others. We seek and evaluate We learn with enthusiasm and sustain our love of learning a range of points of view, and we are willing to grow from the

in the lives of others and in the world around us.

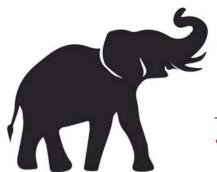
We use critical and creative thinking skills to analyse and take We approach uncertainty with forethought and determination; responsible action on complex problems. We exercise initiative we work independently and cooperatively to explore new ideas we work independently and cooperatively to explore new ideas and innovative strategies. We are resourceful and resilient in the face of challenges and change.

our lives—intellectual, physical, and emotional—to achieve well-being for ourselves and others. We recognize our interdependence with other people and with the world in which we live.

We thoughtfully consider the world and our own ideas and experience. We work to understand our strengths and weaknesses in order to support our learning and personal development.

The IB learner pro le represents 10 attributes valued by IB World Schools. We believe these attributes, and others like them, can help individuals and groups become responsible members of local, national and global communities.





# SOMERS MIDDLE SCHOOL

# Forward in Excellence

# GLOBAL CONTEXTS





AND SUMMATIVE ASSESSMENT



APPROACHES
TO LEARNING
ATL



# MYP COMMUNITY PROJECT

MYP projects are student-centered and age appropriate, and they enable students to engage in practical explorations through a cycle of inquiry, action and reflection. MYP projects help students to develop the attributes of the IB learner profile; provide students with an essential opportunity to demonstrate approaches to learning (ATL) skills developed through the MYP; and foster the development of independent, lifelong learners.

The community project focuses on community and service, encouraging students to explore their rights and responsibilities to implement service as action in the community. The community project gives students an opportunity to develop awareness of needs in various communities and address those needs through service learning. As a consolidation of learning, the community project engages in a sustained, in-depth inquiry leading to service as action in the community.

Jenna Schettino MYP Coordinator Grades 6-8

Megan O'Connor Community Project Advisor



# ACADEMIC HONESTY AND INTEGRITY POLICY

Mission
It is the o

It is the expectation that all SMS students display academic honesty by giving credit to others for their work. It is crucial that all students are principled and follow the guidelines listed below. In education, we are continually studying the ideas of others. It is important, in our speaking and writing, that we acknowledge these ideas and give credit where it is due. Teaching and learning promotes the understanding and practice of academic honesty.

O 2 Vision

Somers Middle School strives to be a school that develops and empowers future innovators and leaders, who are principled in their approach to work. We see ourselves as life-long learners, while cultivating a joy of learning in both students and teachers. We aim to create an environment that offers rich educational experiences, and intrinsically motivates respect for the learning community.

**2** Values

We value the IB Learner Profile Attributes and how they are upheld by academic integrity and fidelity.

- Principled: give credit and cite sources when using primary or secondary sources, such as words, phrases, share ideas, and/or images
- Risk-taker: choose to always do authentic work and report any misconduct
- Thinker: consider how to convey information in a way that is authentic and original
- Inquirer: ask for clarification when necessary
- Open-minded: consider how information can be applied and used
- Communicator: use personal voice and words by paraphrasing
- Balanced: manage time, so work is finished by deadlines, therefore reducing the temptation to cheat
- Caring: respect other's work and ideas by giving proper credit
- Reflective: consider the benefits of being honest and turning in authentic work
- Knowledgeable: understand the use of subject specific citation formats



Concept	Definition
Collaboration vs. Collusion	Facilitated collaboration is acceptable and encouraged. Multiple students actively engaging during the course and creation of a product per the assignment guidelines:  • working with others towards the same goal with the intentional sharing of ideas through teachersanctioned groups  • legitimate and permissible when permitted by the teacher. It is important to note that teachers must be clear with assignment guidelines to specify what is collaboration versus collusion on any given task.  Collusion is unacceptable. Collusion is when students present work as their own that is, in whole or in part, the result of  • unauthorized collaboration  • plagiarism due to inappropriate collaboration during work that is designed to be completed individually  • working with others without permission or is the product of two or more students working together without official approval  • impersonating another student on any academic task
Authentic Authorship	Authentic authorship is the creation of work based on one's own ideas with the ideas and words of others given appropriate credit. It is important to note that students may use resources that support their ideas in authentic authorship, but if they do so, "they must acknowledge the source (s) using a standard style of referencing in a consistent manner." This can be done through a Works Cited or Bibliography
Plagiarism	Plagiarism includes any use of another individual's words or ideas without giving appropriate credit in an approved citation format.
Cheating	Cheating is when a student makes a deliberate choice to gain an unfair advantage. Cheating includes, but is not limited to, copying another student's work (with or without their knowledge). copying assessment tasks, forgery, and using unauthorizeed resources during and assessment.
Duplication	Duplication is the submission of the same work for different assessment or curriculum components without an instructor's direct permission, across disciplines or over time. All work should be original unless discussed with the instructor in advance.
Fabrication	Making up date or results and recording or reporting them; submitting fabricated documents.
Falsification	Manipulating research materials. equipment, or processes, or changing or omitting data or results such that the research is not accurately represented in the research record.
Intellectual Property	Intellectual property refers to the ideas or work of an individual or group, including professionals and students.



# PROCEDURES FOR ACADEMIC DISHONESTY

First Incident	Second Incident	Third Incident
<ul> <li>Student completes work again</li> <li>MYP Coordinator informed and will meet with the student to give student guidance on academic honesty and how to put it into practice.</li> <li>Parents informed by school.</li> </ul>	<ul> <li>Work receives no grade.</li> <li>MYP Coordinator informed.</li> <li>Student signs formal letter of commitment about future conduct.</li> <li>Review of student reflection from first incident.</li> <li>Parents informed by school.</li> </ul>	<ul> <li>Student completes work that is not factored into trimester grade.</li> <li>MYP Coordinator informed.</li> <li>Parents invited to school to meet with administration.</li> <li>Suspension</li> </ul>
Consequences for a level-one offense include, but are not limited to the following:  • Verbal reprimand or warning  • Confiscation of inappropriate objects  • Conference (with student, teachers, parent, and/or team)  • Student will write a reflection  • Lunch detention or afterschool detention	Consequences for a level-two offense include, but are not limited to the following:  • Temporary removal of privileges  • Conference (with student, teacher, parent, and/or team)  • After-school detention  • In-school suspension	Consequences for a level- three offense include, but are not limited to the following:  Removal from class trips In-school or Out-of- school suspension Referral to principal for further action, suspension of privileges Superintendent's Hearing



# SCSD CODE OF CONDUCT

Somers Middle School follows the Somers Central School District's Code of Conduct. Detailed information can be found on our district website under the Board of Education section:

https://www.somersschools.org/board-of-education/code-of-conduct

# HALL PASSES

When out of class during their regularly assigned class periods, students must have a staff issued and signed hall pass. Students can expect to be asked for passes. Misuse of a pass may result in the loss of pass privileges or detention.

# **DETENTION**

Students who disobey school rules are assigned to detention which is held at lunchtime and after school. Anyone who does not attend an assigned after-school detention may be placed on in-school suspension.

In an emergency, students may miss an assigned detention if a parent note is presented in advance.

After-school detention is held Tuesday through Thursday from 3:05 until the 4:05 p.m. late bus.

# ALL OFFENSES SUBJECT TO ADMINISTRATIVE DECISION



A major goal of Somers Middle School is to create a positive atmosphere of mutual respect and cooperation among all people who are part of the school community. We expect parents, staff, and students to work together towards this goal.

Every student has rights to which s/he is entitled, and responsibilities to fulfill. Some of these rights and responsibilities are:

- The right to be respected and trusted by others, and the responsibility to show respect and trust for others.
- The right to be mistaken and the responsibility to learn from one's mistake.
- The right to express ideas and feelings without fear or criticism, and the responsibility to listen with an open mind to another's point of view.
- The right to learn, and the responsibility to perform in one's academic work to the best of one's capability.
- The right to be free from abuse and harassment, and the responsibility to be a good friend.
- The right to enjoy one's experience and the responsibility not to hurt or disturb others while doing so.
- The right to be an individual, and the responsibility to understand other people's feelings.
- The right to pursue educational opportunities free from illegal and improper discrimination, including discrimination based on gender, race, religion, disability, sexual orientation, or ethnic background, and the responsibility to take full advantage of the educational opportunities offered.
- The right to privacy of one's own possessions, and the responsibility to respect other people's privacy and property.

At Somers Middle School, we feel that it is of paramount importance to address the social and emotional needs of all students and take a proactive approach to dealing with student behaviors and decision making. In order to accomplish this:

- Each student has access to a certified school counselor who is available to them as needed and will stay with them throughout the course of their time at SMS.
- Teachers have a common planning period where they meet regularly to discuss students' progress and to coordinate efforts to assist students as needed, academically and behaviorally. Students' counselors and/or other specialists or administration join these planning sessions as needed.
- During this common planning time, teachers are also available to meet with parents. This is an effective way to keep communication open and to develop plans that support the growth of each student.
- All students will take part in an Advisory/Community Project Program every Monday. The goal of the program is for students to make a connection with an adult in the building while discussing topics focusing on highlighting an MYP Learner Profile Trait each month.



# DIGNITY FOR ALL STUDENTS

Somers Middle School condemns and strictly prohibits all forms of discrimination, such as harassment, hazing, intimidation and bullying on school grounds, school buses, and at all school sponsored activities, programs and events. The discrimination may be based on any characteristic, including but not limited to a person's actual or perceived:

- Race
- Color
- Weight
- National origin
- Ethnic group
- Religion
- Religious practice
- Disability

- Sex
- Sexual orientation, or
- Gender (including gender identity and expression).

In order for the school to effectively enforce this policy and to take prompt corrective measures, it is essential that all targets and persons with knowledge of discrimination report such behavior immediately to a teacher or building administrator.

Somers Middle School Dignity Act Coordinator:
Assistant Principal Kristen Mucciacciaro
KMucciacciaro@somersschools.org
(914)277-3399 ext 3202

For more information on the Dignity Act, please see the Board Policy Document. An amendment to include cyber bullying in the Dignity Act went into effect on July 1, 2013.



# NATIONAL JUNIOR HONOR SOCIETY

NJHS serves to recognize those students who have demonstrated excellence in the areas of scholarship, service, leadership, and character.

# Scholarship

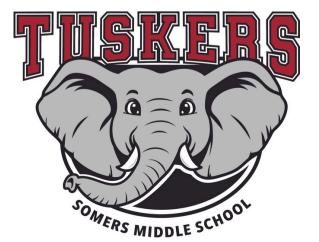
Students must have a cumulative GPA of 88 or higher.



This involves voluntary contributions made by a student to the school or community, done without compensation.

# Leadership

Student leaders are those who are resourceful, good problem solvers, and idea contributors. Leadership experiences can be drawn from school or community activities while working with or for others.



### Character

The student of good character is cooperative; demonstrates high standards of honesty and reliability; shows courtesy, concern, and respect for others; and generally, maintains a clean disciplinary record. (No Level 3 infractions as per the SCSD Code of Conduct – see attachment)



# STUDENT RECOGNITION - TUSKER

T: Team Player

U: Understanding Differences

S: Student Skills

K: Kindness

E: Effort

R: Respect and Responsibility

We strongly believe that SMS is a great place to learn because of the wonderful students and staff we have in our building. Our students are thoughtful and reflective individuals who come to school every day with a sense of purpose and belonging. In order to further this, our students have developed what it means to be a TUSKER

Through our daily interactions and our Students of the Month and STAR programs, being a TUSKER will be honored and promoted on a daily basis.

# STUDENTS OF THE MONTH

Students are recognized by their teams throughout the year for demonstrating the attributes of the MYP Learner Profile. Each month focuses on a different Learner Profile Trait that is highlighted in our Advisory program. Students who are recognized for exemplifying the Learner Profile of the month will receive a certificate and have their picture posted on the bulletin board and projection screens in the building.



Catch-a-STAR is a program to help recognize positive behaviors in SMS students. STAR stands for Students That are Role Models. Throughout the year staff members nominate students who are caught doing something special that helps make SMS a better place. These students are awarded a certificate, have their names read on the morning announcements, have their names added to the Counseling Center bulletin board, and are given a STAR pen.

The Catch-a-STAR program is the school's way of saying "thank-you" for doing something beyond what is expected.



# ACADEMIC INFORMATION

# REPORT CARDS

Report cards are available through Parent Portal in December, March and June. Teacher grade books are live and may be viewed all year using Parent Portal.





Schoology allows students to communicate, access course materials and calendars, receive and hand in assignments, and take assessments. All classes in Somers Middle use this platform. If you are looking to support your student at home, please create a parent account and see what engaging activities your child is participating in!



# EXTRACURRICULAR ACTIVITIES

RULES GOVERNING SMS CLUBS , ORGANIZATIONS, AND SPORTS

# SMS STUDENTS PARTICIPATING IN ANY STUDENT ORGANIZATION, CLUB, OR ANY ATHLETIC TEAM:

- 1. Must act in an exemplary manner in the classroom, the school, and the community.
- 2. Must be aware of all eligibility rules and make every attempt to observe them.
- 3. Must, at all times, act as a positive representative of Somers Middle School.



All SMS students may play intramural sports a few afternoons a week throughout the school year.

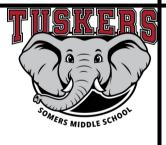
A modified sports program is available to 7th and 8th grade students, introducing them to competitive school sports.

A student who is absent or arrives at school later than 12:00 will not be eligible to participate in any modified sports that day.

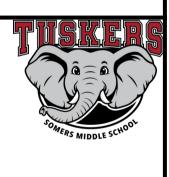
Girls' Modified Sports

**Boys' Modified Sports** 

Track & Field Field Hockey Volleyball



Track & Field Ice Hockey Cross Country Wrestling



THERE ARE SHUTTLE BUSES AFTER SCHOOL THAT TRANSPORT ATHLETES TO SOMERS HIGH SCHOOL AND REIS PARK FOR PRACTICES, AND TO OTHER SCHOOLS FOR COMPETITIONS.

ONLY PARTICIPANTS IN THE SPORTS PROGRAM MAY RIDE THE BUSES.

WHILE THE TEAMS APPRECIATE FAN SUPPORT YOU MUST FIND YOUR OWN RIDE.



PLEASE NOTE: – THERE ARE LATE BUSES THAT TRANSPORT STUDENTS, BUT NOT TO THE REGULAR BUS STOP. THEY LEAVE SMS AT 4:05 P.M. (T.W.TH)

### **Academic Triathlon**

The club has two teams that compete in meets with other local districts. There are three events at each meet. In one event students show their knowledge of current events, history, social issues, language, and math through a jeopardy-style trivia round. Another event involves students creating and performing a five-minute skit.

### **Art Club**

This club offers students a bi-weekly opportunity to enjoy the creative process. Students may work independently with their favorite art material or participate in a variety of group activities. Students are welcome to come on a regular basis or drop in throughout the year.

### **Computer Club**

This club involves students from all grade levels. Students work on a variety of computer projects utilizing a wide range of applications.

### Drama Club/Stage Crew

This club involves students from all grade levels. Students work to design, build, and paint the set for the school musical production. The crew will also work backstage during the show

### **School Musical**

A musical show is produced each year. Students are offered many ways to use their talents, as actors, stage crew, set designers, and lighting booth technicians. All grades may join keeping in mind the 3-month commitment involved. Activities begin the month of December.

### **Intramurals**

Follows the modified sports season. It will have fall, winter, and spring activities. The activities students are engaged in are cooperative and fun. The fall season is soccer, two-hand touch football and cooperative games. The winter will consist of basketball and indoor soccer. The spring will be whiffle ball, kickball and cooperative games. Days usually vary during the seasons due to gym availability and weather. Students do not need to sign up. Just show up and have fun



PLEASE NOTE: – THERE ARE LATE BUSES THAT TRANSPORT STUDENTS, BUT NOT TO THE REGULAR BUS STOP. THEY LEAVE SMS AT 4:05 P.M. (T.W.TH)

# Musical Mall This activity contains three separate musical groups.:

**Bell Choir:** Members of this club will perform on choir chimes. The group will learn a variety of musical selections. Bell Choir is a fall/winter activity culminating with public performances in December. It meets Friday mornings at 7:45 in the band room from November 1st – December 20th.

**Fife & Drum Band:** Students learn to play fife and drums by practicing lessons online and then rehearsing as a group for town parades and other historic functions. Since the group rehearses with SIS and high school members there will be some night rehearsals as we get close to performance dates. Members will be required to own parts of their uniform (tri-corner hat, black knickers, long-sleeved white shirt, knee-high white socks, black shoes).

**Jazz Band** – This group explores a variety of Jazz styles including Swing, Latin, Funk, Bossa Nova and Rock. Special attention is payed to the development of Jazz improvisation. Admission is open to any student in Somers Middle School, as long as he or she plays an instrument or sings with the school choral program. This club meets Friday mornings before school.

### **Tusker Tribune Club**

The Tusker Tribune is Somers Middle School's Student Written Online Newspaper. It is published weekly and is open to any aspiring SMS student reporter. School-related stories, original artwork and cartoons, and creative writing of any kind are all welcome. Parents and students can access current and past issues of the Tusker Tribune by clicking on the "Activities" tab under "Student Life" on the Somers Middle School website homepage.

### **Maker Club**

Maker Club is for students who enjoy using their creativity to design and build inventions that solve real-world problems. Students will participate in hands-on activities that teach them to think like engineers. If you enjoy having fun, working with others, using your imagination, and supporting your school then the Maker Club is for you.

### **Middle School Mentor Program**

The Middle School Mentor Program connects 8th graders with 6th graders to influence positive interactions, socialization, and a sense of belonging while limiting social isolation within the school environment. Once a week during 6th grade lunch 8th grade mentors create meaningful connections through games and conversations with 6th graders. Our goal is to empower and inspire all participants to thrive while building lasting friendships that contribute to a more inclusive and compassionate society



### WATCH FOR UPDATES ON OUR SMS SCHOOLOGY PAGE

### Service Club

The Service Club members work to help people not only in our community but anywhere there is a need. The Service Club works through out the year to support a variety of organizations. Our members work together on projects to make our community a better place in which to live.

### Ski Club:

Students work to organize and participate in several local ski outings.



### **Technology Club**

Students from all grades work together to create many projects such as CO2 cars, model bridges, model gliders, etc. The club meets on Tuesdays in room 101 and 102 until 4:00 p.m.

### **Science Olympiad**

Science Olympiad is like a mini tournament where students design, build, or participate in competitions. Science Olympiad encourages students to get involved and work as a team. Emphasis is placed on active, hands-on group participation.

### **Student Council**

Student Council is open to all students in grades 6, 7, and 8. Our purpose is to promote unity while respecting individuality, diversity, and fostering leadership at SMS. Our goal is to strengthen student involvement and participation in artistic, academic, and athletic activities by building a strong student community that promotes positive behavior, school spirit and being a TUSKER. We develop committees to help volunteer and plan events for our school community.

### Yearbook

Yearbook will meet early in the school year to set up the schedule for production deadlines. Students will have the opportunity to work on yearbook during lunch and/or team time with advance approval. Occasionally, by grade level, students may need to stay after school.

**Socials** Students are invited several times a year to attend a social sponsored by the PTA. The socials offer students a fun time out with their friends. The socials, located at the school, offer dancing (with music played by a DJ) in a safe environment. Parent chaperones are always needed and it is a great way for parents to get involved.



### SMSATTENDANCE@SOMERSSCHOOLS.ORG

### **ABSENCE**

Regular attendance at school is not only a key to academic success, it is also required by New York State law. When a student is absent, however, parents should contact Mrs. Cindy Esposito at 277-3399, ext. 3003. When they return to school, students must bring a note explaining their absence to Mrs. Esposito in the main office. Parents may also use our attendance e-mail. The e-mail will fulfill the absence note requirement.

Schoolwork that is incomplete due to an accepted absence can be made up in the time allowed by the individual teacher.

Please remember that it is necessary to call the absentee phone line on each day that your child is absent from school, unless you have discussed the situation with the school nurse or Mrs. Esposito about an extended absence.

your child is absent from school, unless you have discussed the situation with the		
school nurse or Mrs. Esposito about an extended absence.		

Students arriving at school between 7:45 a.m. and 8:10 a.m. (and not involved with the before school programs) should be dropped off in the lot between SIS and SMS and report to the cafeteria or library.

**EARLY ARRIVAL** 

A student arriving to school late (after 8:26 a.m.) should report directly to the front Vestibule, sign in, and be issued a pass allowing them into their class. They must be accompanied by their parent or have a written note explaining the reason for lateness, or they may not be admitted to class until we have reached their parent.

LATE ARRIVAL



# ATTENDANCE POLICY

The middle school recognizes the importance of good attendance for academic and social success. It is also important to get to school on time.

With this in mind the following policy is designed to promote regular attendance on the part of all of our students:

The assistant principal and school attendance clerk will meet regularly to examine attendance and tardy issues.

child who reaches 10 absences or tardies will set in motion the following:

Parental notification regarding excessive absences by letter.

A child who reaches 20 absences or tardies will set in motion the following:

Parent will meet with an administrator to address the issue of school attendance to develop a plan for improving attendance.

if absences continue, a referral to the appropriate social services agency will follow. If a student is late to school 3 times without a note from the parents a warning letter will be sent home. A note can be an email to our attendance clerk.

If a student is late to school 4 times without a note from the parents they will not be admitted to class until we contact their parent. A note can be an email to our attendance clerk.

### **EARLY DISMISSAL**

If a student needs to leave SMS before the end of the regular school day, a note from the parent must be brought to the Vestibule the beginning of the school day. At this time the student will get a pass (to show the teacher) with the time of the early dismissal on it. The child will meet the parent at the security vestibule. All parents must go to the Vestibule with their driver's license/state issued photo ID to sign the student out before the student can leave the building. A student will not be dismissed early from school without a written parent request. Please allow time for your child to be paged from their classroom and retrieve their belongings.



# ATTENDANCE POLICY (CONTINUED)

### EXTENDED VACATIONS FROM SCHOOL

There are times when students are absent from school because of extended vacations. We discourage this practice because nothing can replace the on-going instruction that occurs within each class.

When such absences are unavoidable, to lessen the overall impact on a student's progress, teachers will do their best to provide the student with assignments in advance. Students should also check Schoology to keep up to date with their classwork.

SOMERS MIDDLE SCHOOL HAS ESTABLISHED THE FOLLOWING GUIDELINES FOR PARENTS AND STUDENTS:		
PARENTS	<ul> <li>The parent must contact the school guidance counselor and the attendance office in writing if he/she must take the child out of school.</li> <li>Parents are responsible for supervising the completion of all assigned student work by the return date.</li> </ul>	
STUDENTS	<ul> <li>Students must recognize that these assignments may differ from those originally assigned. all missed tests and projects will be completed in a timely manner.</li> <li>Students should sign up for WIN sessions with teachers when returning for review and questions</li> </ul>	

It is our firm belief that extended absences should be avoided. However, if absolutely necessary, the above guidelines have been developed to ensure as much continuity in a student's progress as possible.



### **HEALTH OFFICE**

A student who does not feel well during the school day must get a pass from his or her teacher to go to the school nurse. The nurse will contact a student's parent if he or she needs to go home or to a doctor. Students may not contact their parents via cell phone.

Students may not bring any medicine to school, including Tylenol, Advil, or Aspirin. If medication must be administered during school hours or if emergency medication must be kept on hand at the school, parents must personally bring the medication to the Health Office, and a medication authorization form signed by parent and physician must accompany the medication.

### NEED TO GET A NOTE OR LUNCH TO YOUR MIDDLE SCHOOLER

We try our best at the middle school to accommodate parents who need to get messages, school work, lunches, etc. to a child after school has begun. Please understand, however, that we receive many requests of this nature each day and are unable to disrupt classes in order to contact students. If you need to get something to your child during the school day, you should drop the item off at the Vestibule. The item should be clearly labeled with the student's name and grade. A staff member will locate the student during his or her respective lunch period. Sometimes a student may not be in the cafeteria or at recess due to extra help, and, as a result, may not get the message in a timely manner. Items dropped off after a student's lunch period will be delivered at the end of the school day. Please encourage your child to listen carefully to afternoon announcements in the event that he or she is called to pick up a note or other item. Of course if a parent needs to reach a child due to an emergency, we would contact the student immediately in their classroom.

We appreciate your understanding and patience and welcome your feedback. Please know that we always seek to balance the needs of our students and parents with our responsibility to maintain a safe and orderly learning environment.



### **CELL PHONE POLICY**

Cell phone use is permitted at SMS under the following conditions:

- Phones must remain off and in the locker during school hours.
- Phones may be used when the school day ends.
- Cell phones may not be used during lunch.

It is in violation of school code to use tablets or cell phones to take or send photos, make audio or visual recordings in school, or upload these files, on any school trip, or on the bus to and from school.

A student who does not follow the above guidelines will have his/her personal device confiscated for the day (first offense); be required to have a parent or guardian retrieve it (second offense).

\*Other disciplinary action could result if a student consistently fails to follow the above guidelines, or if classroom work is disrupted as a result of inappropriate use of a personal device.

### **CLASS TRIP PARTICIPATION**

The Somers Middle School staff is committed to providing a full range of educational experiences for its students. We are dedicated to providing learning experiences that are both rigorous and challenging. We believe that class trips are an integral part of this rich and complete learning experience. Additionally, we are committed to providing the safest atmosphere possible for all students and staff alike.

In an effort to provide an environment in which student safety is paramount, we hold all students to very high standards of behavior and self-discipline. If a student demonstrates behaviors or actions that indicate that he or she may be a detriment to themselves or others in a field trip setting, the student may be provided with an alternate educational program, at school, on the day of the class trip.



### COMPUTER/NETWORK POLICY

The Somers Central School District offers students access to the district's computers and network. These provide an invaluable opportunity for students to access an extensive range of information resources and exciting learning opportunities. It is important that all computer users understand and use the district's computers in an appropriate manner.

Just as students have learned social codes and behaviors that are acceptable at school and home, they now need to understand the proper rules and procedures for using the district's computer and network information services.

Since our information network is used as part of a school activity, Somers' Discipline Code applies to all network activities as well. This Computer Use Policy is an extension of Somers' existing rules and policies.

Before students have access to Somers' network, it is important that they and their parents review the following rules:

- 1. Only authorized users may use the computers and the network. Those who do not have parental authorization to use the Internet may not team up with those who do.
- 2. We expect that when using the school's computers or accessing the network, students will:
  - Respect the rights of others using the network (e.g., they will not disrupt the use of the network or software).
  - Use the Internet only for educational purposes related to the curriculum.
  - Use the proper netiquette when using the Internet (e.g., use appropriate language, keep home addresses and phone numbers private).
  - Respect and uphold copyright laws.

### 3. Students may not:

- Use the network or Internet to develop programs that harass others or infiltrate a computer, computer system or network.
- Use the network to disrupt the use of the network by others.
- Seek information on, obtain copies of, or modify the files, other data or passwords belonging to others.



# COMPUTER/NETWORK POLICY (CONTINUED)

INAPPROPRIATE USE OF THE INTERNET IN SCHOOL FOR ANY REASON, AND OFF CAMPUS IF SUCH INAPPROPRIATE USE IS IN ANY WAY ASSOCIATED WITH SCHOOL ACTIVITIES AND/OR PERSONNEL, IS A VIOLATION OF THIS AGREEMENT. "INAPPROPRIATE USE" IS CLASSIFIED AS ANY ACTION FORBIDDEN BY THE SCHOOL'S CODE OF CONDUCT.

NETWORK ADMINISTRATORS MAY REVIEW FILES, COMMUNICATIONS, AND DESKTOP SESSIONS TO MAINTAIN SYSTEM INTEGRITY AND TO ENSURE THAT USERS ARE USING THE SYSTEM RESPONSIBLY. USERS SHOULD NOT EXPECT THAT COMMUNICATION OR FILES STORED ON DISTRICT SERVERS WILL BE PRIVATE.

### **CONSEQUENCES**

STUDENTS ARE FULLY RESPONSIBLE FOR THEIR ACTIONS WHILE USING COMPUTERS OR THE NETWORK. IN ADDITION TO PROVISIONS IN THE DISCIPLINE CODE, CONSEQUENCES FOR VIOLATION OF ANY OF THE RULES STATED ABOVE INCLUDE BUT ARE NOT LIMITED TO:

- SUSPENSION OF COMPUTER/NETWORK PRIVILEGES
- FINANCIAL RESPONSIBILITY FOR WILLFUL DAMAGE TO THE NETWORK
- REVOCATION OF COMPUTER/NETWORK PRIVILEGES
- SUSPENSION FROM SCHOOL
- LEGAL ACTION AND PROSECUTION BY AUTHORITIES



The cafeteria is open for breakfast from 7:45 -8:15 a.m. The price is \$1.75 for breakfast; our full lunch price is \$3.25. A la carte offerings are available for lunch, as well as a salad bar.

Students eat lunch with students in their grade level. Students are urged to help keep our cafeteria a clean, inviting place. Classes are in session across the hall so quiet is requested outside the cafeteria.

An interactive menu will be available each month on the student meals page of the district website.

### RULES FOR THE CAFETERIA

- 1. Students must go to lockers before coming to the cafeteria.
- 2. Students must arrive at the start of the lunch period.
- 3. Show courtesy and respect to the lunchroom staff. They are here to assure your safety and make sure you follow the rules of the cafeteria.
- 4. Students must purchase their own lunch.
- 5. Children are never allowed to "charge" snacks when there is no money available in their accounts. Children are allowed to charge a meal in emergencies, but are expected to repay the charge as soon as possible.
- 6. Wait your turn in line. No cutting allowed.
- 7. Sit down while eating.
- 8. All food must be eaten in the cafeteria.
- 9. Dispose of all remaining food and paper materials in the garbage cans provided. Recycle when appropriate.
- 10. Bring your jacket with you on cold days. You will <u>not</u> be allowed to go back to your locker.
- 11. In order to go to the library, music room, any classroom, or guidance department, you must present a pre-signed pass to the teacher on duty in the cafeteria.
- 12. Students are responsible for having the tabletops and floor under the table clean before leaving the cafeteria.

### THE FOLLOWING BEHAVIOR IS NOT ALLOWED:

- Rude talk or behavior
- Screaming
- Fighting
- Horseplay

- Throwing Food
- Standing on tables
- Sitting on Tables
- Physical Contact Sports



When riding on district buses students are expected to follow the same rules of conduct that apply when they are in school. For the safety and well-being of all passengers, mature behavior is essential on school district buses.

In order to permit a child to take a different bus to visit a friend, we must receive a bus permission note from the sending parents. The following is a sample of what the note should contain:

BUS PERMISSION SLIP	
DATE:	
I GIVE PERMISSION FOR MY CHILD (YOUR CHILD'S NAME) TO VISIT (OTHER STUDENT'S NAME).	
THEY WILL BE TAKING BUS $\#$ AND GETTING OFF AT (BUS STOP STREET NAME).	
(VISITING PARENT OR GUARDIAN SIGNATURE)	

\*THIS NOTE MUST BE INITIALED AT THE FRONT VESTIBULE AT THE BEGINNING OF THE DAY. STUDENTS WITHOUT A NOTE WILL NOT BE ALLOWED ON A DIFFERENT BUS.\*

### LATE BUSES

Late buses are available Tuesday, Wednesday, and Thursday after school so that students may stay for extra help, join clubs, and participate in intramural activities. Students may also stay after for Homework Help in the library. This is a supervised work space and not a place to hang out after school. Late buses depart from the middle school at approximately 4:15 p.m. and bring your child to a stop in your area (not necessarily your stop).



Each student will be issued a locker with a combination. Problems with lockers should be reported to the Main Office. Students should never give their combination to others. Students are urged to maintain neat, orderly lockers. **Stickers and other semi-permanent markings are not permitted**. They are reminded that SMS lockers remain the exclusive property of Somers Middle School.

Each locker is in good working order and opens and locks properly using the assigned combination.

Locker numbers and passcodes may be accessed on Infinite Campus.

Each student agrees to the following:

- Maintain their locker and take responsibility for any damages sustained to the inside of the locker, including graffiti.
- Understand that she/he will be charged the cost of repair for any damages to the inside of the locker
- Keep his/her locker in good working condition and avoid any charges by:
  - NOT sharing his/her locker combination with another student. Each student is responsible for his/her own locker.
  - NOT probing the locking mechanism with pencils or items as this damages the lockers breaking or inserting anything into the locking device that will keep the locker from locking properly.
  - NOT changing lockers with another student without permission.
  - Immediately reporting any locker problems to an adult.

### LOST AND FOUND

The Lost & Found is located in the cafeteria. Small items like jewelry, eyeglasses, wallets, etc. are turned in at the Main Office. All items found on district school buses are turned in to the SMS Lost & Found. Larger items are kept in a bin in the cafeteria, which is emptied monthly and donated to charity.

Because of the huge volume of items that end up in our Lost & Found, we recommend, when possible, that parents clearly label clothing items. This will make finding lost items much easier.



### **EMERGENCY DRILLS**

There has been a heightened concern throughout our nation about the possibility of intruders in schools. Although no community is immune, we are confident that Somers Middle School offers a very safe environment. We believe in the importance of being proactive to avoid any such occurrences, and being prepared for an emergency situation, should one occur.

We have developed several procedures for staff to follow should an emergency occur. These procedures include sheltering students and evacuating students from the building.

Staff meets with students during the day to review our No Tolerance Policy on bullying and harassment, and to encourage students who hear about a classmate bringing a weapon to school or other threatening behavior, to report it to an adult of their choice.

All doors in our school stay locked. There is a buzzer system to gain access to the main lobby. Please have your driver's license available for check-in at the Vestibule. No one will be allowed access to the school without an authorized pass. We continue to believe that the strongest deterrent to school violence is a safe and caring environment where students feel supported and connected. Parents also are critical partners in providing for a safe school. Please take time to talk to your children about reporting incidents in which they see students being bullied and encourage them to talk to adults about any threats.

### STUDENT DISMISSAL IN AN EMERGENCY SITUATION

From time to time, the administration may determine that it is safer to maintain students in our schools until road conditions improve, rather than to dismiss them.

In such instances, parents are asked not to come to school to pick up their children unless a particular family emergency exists. Past experience has found that an influx of traffic into our campus and requests for individual student dismissal unduly complicates matters.

### FIRE DRILLS

When the fire alarm sounds, students should immediately leave the building following the directions that are posted in each classroom. While exiting the building students should remain silent, listen carefully for special instructions, and move quickly without running.



# **VISITORS**

All visitors to the Somers Middle School are required to sign in at the security Vestibule and show their driver's license to obtain a visitor's badge. The badge must be worn for the duration of the visit. All visitors to the school (parents, community members, salespersons, etc.) should be clearly identified for the safety of our students, faculty, and staff. SMS staff has been instructed to request that any visitor without a badge return to the Vestibule.

# **PARKING**

Parking at SMS is extremely limited. All visitor parking spaces are located in the parking lot between SIS and SMS.

Morning drop-off is in the parking lot between SIS and SMS.

Afternoon pick-up is in the driveway by the lower parking lot near the auditorium/cafeteria entrance.

Parents picking up students at Parent Pick-up at the end of the school day must line up single file in the driveway along the curb by the lower parking lot and wait for the student to come to them. Please follow the directions of our security, staff, and SRO to ensure safety.

PARENTS SHOULD NOT PARK IN THE LOWER PARKING LOT WHILE WAITING FOR THEIR STUDENT TO BE DISMISSED.



### CHANNELS OF COMMUNICATION/RESOLVING DISPUTES

Parents are important partners in our schools. Their input and involvement and awareness of what is happening in school is key to program success. To this end, school personnel will make every effort to keep parents informed about educational and co-curricular programs, school goals and policies and individual student progress.

From time to time, it is inevitable that parental concerns may arise. In such cases, the Board of Education believes that the best possible means of resolving an issue is to address it directly with the individual involved. If, after a good faith effort to resolve an issue at the point of origin no resolution is reached, the matter may be directed to a staff member's supervisor.

SITUATION	PROBLEM SOLVERS
I need general information (i.e., permission slip).	<ul> <li>Classroom Teachers</li> <li>Assistant Principal</li> <li>Main Office</li> <li>Principal</li> </ul>
I have questions about my academic work or my grades.	<ul><li> Classroom Teachers</li><li> Guidance Counselor</li></ul>
I have a note to be dismissed early or to go home with a friend.	• Vestibule
I could use help with a problem in the cafeteria or on the playground.	<ul> <li>Guidance Counselor</li> <li>School Psychologist</li> <li>SEL Interventionist</li> <li>Cafeteria Supervisor and Monitors</li> <li>Assistant Principal</li> </ul>
I don't feel well or I need to take medication.	<ul><li>Classroom Teachers</li><li>Nurse</li></ul>



SITUATION	PROBLEM SOLVERS
I need help resolving a problem with a friend or another student.	<ul> <li>Classroom Teachers</li> <li>School Counselor</li> <li>Assistant Principal</li> <li>Social Worker</li> </ul>
I would love to join a club.	<ul><li> Classroom Teachers</li><li> School Counselor</li></ul>
I feel worried about my family, friends, or myself.	<ul> <li>Classroom Teachers</li> <li>School Counselor</li> <li>School Psychologist</li> <li>SEL Interventionist</li> <li>Assistant Principal</li> <li>Principal</li> </ul>
I need to discuss an issue on my bus.	<ul><li>Bus Driver</li><li>School Counselor</li><li>Assistant Principal</li></ul>
I would like to help with a project or assignment.	<ul><li> Classroom Teachers</li><li> Library Staff</li></ul>
I have a question about my library loans	• Library Staff
I have a question about school procedures or policies.	<ul> <li>Classroom Teachers</li> <li>Assistant Principal</li> <li>School Counselor</li> <li>Principal</li> <li>Clerical Team</li> </ul>



# SCHOOL CLOSINGS

ParentSquare WHEN WEATHER CONDITIONS OR OTHER
EMERGENCIES OCCUR TO PREVENT OR DELAY
THE OPENING OF SCHOOL, OR CREATE THE NEED
FOR AN EARLY DISMISSAL, ANNOUNCEMENTS
WILL BE MADE VIA PARENT SQUARE. PARENTS
WILL RECIEVE CALLS AND/OR TEXT MESSAGES
VIA THE APP



WHEN AN EARLY DISMISSAL IS CALLED FOR SMS, THE CHILDREN WILL BE DISMISSED AT

### 11:30 A.M

PARENTS SHOULD MAKE ARRANGEMENTS AND INSTRUCT THEIR CHILDREN AS TO WHAT TO DO IN THE EVENT THEY ARE RETURNED HOME EARLY FROM SCHOOL.



### NEWSLETTER/COMMUNICATION/WEBSITE

Our website is sms.somersschools.org.

We try to keep you posted on long-term assignments, changes in rules or procedures, upcoming events in the school and community, educational issues, field trips, school closings, special meetings and workshops. From time to time an important event or issue must be communicated to parents immediately. In these cases a text or email will be sent via parent square.

## **OUR PARENTS GET INVOLVED!**

Parents play a key role in the overall educational program at SMS and are welcome partners on behalf of all students. We have an extremely active PTA (Parent Teacher Association) at SMS. Among the many activities initiated by the PTA are: cultural affairs programs, book fair, author's day, evening social events for students, and funding for field trips. Parents also volunteer to assist with a wide variety of school events. If you are interested in joining the SMS PTA please contact them as they are always happy to welcome new members.