

**BERRY MILLER  
STUDENT HANDBOOK**



**2025-2026**

**INSPIRE EMPOWER PURSUE**



## VISION

**Our vision is to inspire, empower, and pursue  
a passion for personal success**



## MISSION

**Berry Miller Junior High is committed  
to providing:**

- A safe and nurturing environment
- An awareness, acceptance, and celebration of diversity
- Rich, differentiated, and authentic learning experiences
- Flourishing and competitive fine arts and athletic programs
- Opportunities to make connections and explore personal interests
- Service-oriented activities to support our local and global community
- A focus on continuous improvement



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The purpose of any school is to enhance the growth and development of students and provide skills, knowledge, and experiences that will equip them to operate successfully in society. This purpose is nurtured best where students, parents, and staff understand the purpose and structure of the school and where the day-to-day operation of the school is smooth and efficient. This handbook has been compiled to outline the policies and procedures used to foster the smooth and efficient operation of the junior high schools in the Pearland Independent School District.

Certain policies and procedures are unique to each campus. Further, though every effort has been made to clarify normal operating procedures, it is impossible to foresee every circumstance. The building Principal on each campus shall make any and all other rules and regulations necessary to maintain an effective and safe academic climate.

To assure that you received this handbook and supplement, you and your parent will be required to sign and return to the school the *Parent/Student Handbook Acknowledgment*.

### **PEOPLE YOU SHOULD KNOW**

There are many people working in a school who help you achieve your goals. You will get to know your teachers well in the year to come. What follows is a list of other staff members who are available to serve you.

<b>Principal</b>	Tony Barcelona	<b>Attendance Clerk</b>	Becky Wilkinson
<b>Assistant Principal (A-K)</b>	Dawn Thomas	<b>Discipline Clerk</b>	Amanda Fletcher
<b>Assistant Principal (L-Z)</b>	Kristal Gage	<b>Counselor Clerk</b>	Jessica Moser
<b>Counselor – 7<sup>th</sup> Grade</b>	Sarah Sturm	<b>Receptionist</b>	Ava Ofczarzak
<b>Counselor – 8<sup>th</sup> Grade</b>	Crichelle Cockrell	<b>Librarian</b>	Cassandra Shuptar
<b>Student Support Counselor</b>	Tamisha Daniels	<b>LSSP</b>	Dr. Jimia Baker
<b>Nurse</b>	Lindsey Donnelly	<b>School Resource Officer</b>	Karl Fletcher
<b>Administrative Assistant</b>	Annette Chapa	<b>Boy’s Athletic Director</b>	Jason Windsor
<b>Registrar</b>	Brenna Null	<b>Girl’s Athletic Director</b>	Krystal Williams



## I. ACADEMIC INFORMATION

### GRADES—ACADEMICS

Numerical grades will be reported in accordance with State Law.

90 - 100	Excellent Progress
80 - 89	Good Progress
75 - 79	Average Progress
70 - 74	Poor Progress
≤ 69	Failure
I	Incomplete

### GRADES—CONDUCT

E - Excellent. The student has an exceptional attitude, consistently cooperates, shows respect for self and others, and observes school rules and regulations.

S - Satisfactory. The student has a good attitude, cooperates, and generally observes school rules and regulations.

N - Needs to improve. The student's attitude needs to improve and there have been infractions of school rules.

U - Unsatisfactory. The student's attitude is poor and uncooperative. The student disrupts class and shows little respect for school rules and regulations.

### GRADES—TYPES

- Daily Grades include classroom activities, homework, quizzes, in-class writing samples, or other in-class activities. Daily grades can be divided into different sub-categories, such as participatory daily grades (in-class activities, homework, etc.) and independent daily grades (quizzes, etc.).
- Major Grades include long-term projects, in-class assessments, and tests.

Grades should be weighted according to a system established by grade level bands. Different weights could be assigned to daily/major grades depending on the grade level or subject area, but should be consistent. Additionally, types of grades within each category could be assigned different weights, but that differentiation should be consistent within a campus or within a department on that campus.

Grading Period Averages will be weighted accordingly:

Daily Grades/Homework/Quizzes 40%

Tests/Major Grades 60%

Non-numeric grades for areas such as Conduct, and Work Habits are permissible if the campus administration chooses to provide those in order to help parents understand how their child is progressing within a grade level.

SB 2033 requires a student's grade to reflect their relative mastery of the TEKS for that grade level. However, campus administration could choose to use a work habits grade to reinforce appropriate academic-related behaviors (e.g., late work penalties).

#### Minimum Number of Grades

Teachers are encouraged to provide a sufficient number of grades to allow multiple opportunities for students to demonstrate mastery of the TEKS.

- Teachers are required to record a minimum of two (2) daily grades weekly and one (1) major grade every two (2) weeks of the grading period.
- No single assignment should count for more than 20% of a student's grade.



## **GRADES-ACADEMIC DISHONESTY AND PLAGIARISM**

Students engaging in academic dishonesty shall be subject to grade penalties on assignments or tests and disciplinary penalties in accordance with the student code of conduct. Academic dishonesty includes:

- Cheating or copying the work of another student
  - Behaviors defined as “cheating” include:
    - Giving or receiving information, looking on someone else’s work, or allowing someone else to see one’s work during an exam, test, or quiz.
    - Unauthorized receipt or distribution of exam, test, or quiz contents, materials, or answer key.
    - Use of unauthorized resources or technology such as Artificial Intelligence applications and platforms to complete academic work not limited to an assignment, exam and/or project.
    - Taking an exam, producing a project, paper, or assignment for another student, or asking another student to take an exam or produce a project, paper, or assignment for an individual.
    - Copying work is assigned to be done independently or letting others copy one’s work.
    - Collaborating on individual assigned assignments.
    - Any communication both verbal and nonverbal with others during an exam. Communication of any type will result in a consequence.
    - Uploading or submitting work online that is copied or borrowed from someone else’s original work.
- Plagiarism
  - Plagiarism will be identified by the teacher for the following reasons:
    - Stealing and passing off ideas or words of others as your own.
    - Using another’s work without crediting the source, including websites
    - Presenting information as a new or original idea or product that was derived from an existing source.

The determination that a student has engaged in academic dishonesty shall be based on the judgment of the classroom teacher or another supervising professional taking into consideration written materials, observation, or information from students. The consequences for cheating and plagiarism are serious. Both acts are considered stealing and will not be tolerated.

### Homework/Daily Assignments (copying or lending)

- 1st Infraction: 1/2 credit on re-do, Teacher Detention, Parent notified by Teacher
- 2nd Infraction: a zero will be recorded for the assignment, 1 hour After School Detention, Parent notified by Teacher
- Repeat infraction: a zero will be recorded for the assignment, Office Referral = 2 hr. After School Detention, AP notifies parents
- Consequences will increase with each additional incident.

### Test, Major Projects, (copying or lending)

- 1st Infraction: 1/2 credit on re-do, 2 hours After School Detention, Teacher and AP notifies parent
- Repeat Infraction: a zero will be recorded for the assignment, 1 day ISS assignment, AP notifies parents

## **GRADE REQUIREMENTS: EXTRA-CURRICULAR ACTIVITIES**

1. During the initial six-week period of the school year, students must have been promoted to the next grade in order to participate in extracurricular activities.
2. A student who receives a grade below 70 in any academic class during the first six weeks of school (6-week progress report) is suspended from participating in any extracurricular activity the next three (3) weeks. Sponsors and coaches will notify participants of scheduled grade checks for the remainder of the year. A student suspended from extracurricular activities due to grades may practice or rehearse with other students for extracurricular activity but may not participate in a competition or other public performance.



- a. No Pass No Play – Grade Check Dates
  - i. September 18<sup>th</sup>
  - ii. October 10<sup>th</sup>
  - iii. December 19<sup>th</sup>
  - iv. March 6<sup>th</sup>
3. No Pass, No Play/No Pass, No Stay - Students must be passing with a 70 or higher in order to attend after school events as a spectator.
4. Students are permitted up to ten activity-related absences during a full-year course and five absences during a one-semester course in order to participate in school-related or school-sanctioned activities on or off campus. All UIL activities come under this provision.
5. ISS – Any student placed in ISS (In-School Suspension) for disciplinary reasons must complete their assignment to be eligible to practice with or participate in any school activity. Administrators are authorized to make determinations regarding participation.
6. OSS/ALA – Any student suspended out of school or assigned to the Alternative Learning Academy (ALA) for disciplinary reasons will not be allowed to practice with or participate in any school activity on or off campus nor will they be allowed to attend any Pearland ISD function during the days of their suspension/assignment.
7. High School cheerleading requirements – an 8<sup>th</sup> grade student who is assigned 3 days of ISS, including tardies, has been suspended or had a home or ALA assignment may not be able to try out for high school cheer. They must not have served more than three (3) days total for tardies or dress code. Dawson High School will make final eligibility determinations.

### **HOMEWORK AND MISSING WORK POLICY**

Keeping up with assignments and completion of homework is a major responsibility of all students. Students are expected to turn in all classwork and homework by the date assigned by the teacher. Student progress is monitored by the evaluation of student work. Without completion of assignments, student progress cannot be accurately monitored, and class averages will not reflect the student's mastery of the TEKS. Students who do not keep up with all assignments and who do not complete all work by the date set by the teacher are endangering their chances of passing.

### **POINTS DEDUCTED FROM LATE WORK/PROJECTS**

Students need to complete all assigned work on-time. Any work not completed and turned in by the assigned due date will result in points deducted from the assignment as follows:

- 1 day late: - 11 points
- 2 days late: - 20 points
- 3 days late: - 30 points

### **CORRECTIONS POLICY**

A student receiving a failing grade on a classroom assignment or a test with scores of 69 or below, could make corrections to earn a grade of up to 70. The student must attend tutorials or make arrangements with the teacher to make corrections or retake a test. If a student fails to make corrections or retake a test, the current grade will stand. Tutoring schedules will be made available on the campus website three weeks after the start of school.

The student has up to 5 days from the time the assignment is handed back to them to make corrections or retake the test in a tutorial session **with the teacher**. This guideline does not include projects, semester or final exams, or district benchmarks.

### **MAKE-UP WORK**

Students who miss work in class due to an absence are permitted to make up the work. Prior to the absence or immediately upon returning to class, the student is responsible for getting with their teachers for make-up work. Tests should be made up in tutorials, on Wednesdays during Bobcat Hour, or as arranged by the teacher (not during class



time). Exceptions in extenuating circumstances may be granted by the teacher.

When students are absent one or more days, make-up assignments and tests must be completed according to the following schedule:

1 – 3 Days Absence = Assignments due within 3 days after student returns

4 + Days Absent = Assignments due within 5 days after student returns

Assignments not completed in the allotted make-up time frame will be subject to the same penalties as missing work.

Assignments may be requested when a student is absent three or more consecutive days. The parent may request assignments through the receptionist. Once requested and available assignments may be picked up from the office 24 hours after the request is made. Please note most assignments are only available online or through a teacher's Canvas page.

### **P.E./HEALTH FITNESS EXEMPTIONS**

A student suffering from illness or injury should not participate in strenuous physical activity. With a note from the parent to the PE/Athletics teacher stating the nature of the student's illness or injury, the student will obtain a one-day exemption from strenuous physical activity. If the exemption must exceed one day, a doctor's written explanation is necessary.

All students, including those with exemptions, must dress out every day. Students who are temporarily restricted from participating in physical education will remain in the class and shall continue to learn the concepts without participating in skill demonstration.

### **PERFORMANCE REVIEW**

A regular review will be conducted for any student in Advanced and/or high school credit classes whose semester average is below 80. Also, a student may be exited from an Advanced class if their first six-week progress report average is below 75. Continuance in the class will be based on consideration of correct placement and/or other relevant data. The principal and/or designee will consider data from involved parties, i.e., parent, student, teacher, and Counselor, in deciding concerning the student's appropriate level placement. *A PAP Letter of Academic Requirements Letter will be required to sign.*

### **PEARLAND ISD PROMOTION STATEMENT**

The district shall not grant social promotions. Students shall be promoted based only on academic achievement. To be promoted from one grade level to the next, a student shall attain an overall average of 70 or above in all courses for the year. The overall average shall be derived by averaging the final numerical score for all courses taken. In addition, students shall attain an average of 70 or above in: English/Language Art & Mathematics.

### **PROGRESS REPORTS**

Progress reports will be made viewable for parents/guardians on Skyward on the dates listed below. Requests for paper copies must be made to the Registrar prior to the first reporting period.

September 4 <sup>th</sup>	January 28 <sup>th</sup>
September 24 <sup>th</sup>	February 18 <sup>th</sup>
November 5 <sup>th</sup>	April 9 <sup>th</sup>
December 3 <sup>rd</sup>	April 29 <sup>th</sup>

### **REPORT CARDS**

Reporting grades each grading period is a method to communicate student mastery of course content. Report cards include academic and conduct evaluations. Requests for paper copies must be made to the Registrar prior to the first reporting period.

1. Report cards are made available viewable to parent(s)/guardian in Skyward at the end of each grading period.
2. Parents are reminded to check absences on each report card.
3. Cumulative semester grades are reported at the end of each semester.



4. Incomplete grades are shown as an *I*. This work must be completed during the two weeks following the reporting period or it becomes an F. It is the responsibility of the student to see that all work is made up.
5. Comprehensive semester exams will be required at the end of each semester.

**Report Card Dates:**

October 16 <sup>th</sup>	March 18 <sup>th</sup>
January 7 <sup>th</sup>	May 29 <sup>th</sup>

**RIGHT OF WAIVER**

The principal, after reviewing relevant data, has the prerogative to waive guidelines to ensure each student's opportunity for success.

**SCHEDULE CHANGES**

Schedules are subject to change. Student-parent course selections determine the overall academic program. The building principal requests the number and kinds of teachers for the following year based on course selections by May 1st. After that date, the only courses students may drop or add are those necessary to work out errors or conflicts. The counselors, with the approval of the principal, make schedule changes for the purposes of correcting errors in schedules, leveling classes (removing students from overloaded classes and adding students to smaller classes), and adjusting and/or eliminating conflicts.

**Schedules will not be changed to accommodate teacher preferences or elective changes.**

**SEMESTER AVERAGES**

Semester averages are calculated using the guidelines below:

1 <sup>st</sup> Grading Period	.4275	3 <sup>rd</sup> Grading Period	.4275
2 <sup>nd</sup> Grading Period	.4275	4 <sup>th</sup> Grading Period	.4275
Semester Exam	.145	Semester Exam	.145

**SEMESTER EXAMS**

Examinations covering a semester of schoolwork will be given twice a year. For a student to receive credit for a semester's work, they must take the semester exam in that course. Permission to take an exam early due to extenuating circumstances should be secured from the teacher by requesting such permission in writing no less than two weeks prior to the test. Second semester exams will be given through the last day of school.

**STANDARDIZED TESTS**

Students in the 7<sup>th</sup> grade will take the Math and ELAR STAAR tests. Students in the 8<sup>th</sup> grade will take the Science, Math, ELAR, and Social Studies STAAR tests. Throughout the year, common assessments and benchmark tests will be given to assess student strengths and weaknesses in the objectives that will be tested.

**STUDENT RECOGNITION**

Students may receive recognition for outstanding academic achievement, outstanding character and citizenship, outstanding achievement in athletics, band, choir, etc. as well as other honors and awards. Once a grading period, students will have the opportunity to be selected by teachers for Circle of Champions and will be recognized at a brief breakfast ceremony along with parents.

Students are also recognized with Bobcat Bucks for behaviors that go above and beyond. These Bucks can be exchanged in the school store for prizes and Miller Bobcat gear. Each nine weeks students can also earn a Bobcat SIP Card (Student Incentive Program) based on grades and behavior guidelines. The incentive levels are gold and silver. See additional information about criteria on page 33.

Both 7<sup>th</sup> & 8<sup>th</sup> grade students are recognized in an awards ceremony separately at the end of the year. Parents are invited to this ceremony if their child is receiving an award. Student achievements are also highlighted through our Bobcat



Broadcasting, campus website and social media platforms.

### **SYSTEMIC REVIEW**

Academic Review on a regular, systematic basis to monitor student performance will be completed by the school counselors. This process will also involve the teacher(s), principal and/or designee.

### **TUTORIALS**

The school provides tutorial services for students who may need additional support beyond the class period. Tutorials are offered in each subject area. According to state law, any student whose grade is lower than 70 is required to attend tutorials. Tutorials are provided at no charge to the students. Transportation, however, is the responsibility of the parent. All teachers will offer at least one AM (morning) tutorial and one Bobcat Hour tutorial weekly. These days and times will be posted in the teachers' rooms, their Canvas page and on the campus website. On days where there is no Bobcat Hour, traditional AM tutorials are available.

## **II. ATTENDANCE REGULATIONS**

### **GENERAL INFORMATION**

At the junior high level, attendance is taken every class period. A written note must be presented to the Attendance Clerk within three days from when a student misses a full or partial day of school. Even if a student was present at 9:30 a.m. for official attendance, they may have been marked absent for one or more periods in the school day and a note from a parent or guardian is required to account for the missed class periods. Excused and unexcused absences apply to the “90% Rule” for school attendance.

When a student has three (3) or more absences, the student's parent(s) will be sent a letter notifying them that the student has three (3) or more absences and informing them of the state law. Failure to supply written absence notes upon three days from the student’s return to school may result in unexcused absences.

School employees must investigate and report violations of the state compulsory attendance law. A student with excessive absences will be considered violated by the compulsory attendance law and subject to disciplinary action unless otherwise excused or exempted.

A court of law may also impose penalties against both the student and his or her parents. A complaint may be filed in court if the student:

- Is absent from school on ten or more days or parts of days within a six-month period in the same school year without excuse, or
- Is absent on three or more days or parts of days within a four-week period without excuse.

The court may order the defendant to attend a program for parents of students with unexcused absences that provides instruction designed to assist those parents in identifying problems that contribute to the students’ unexcused absences and in developing strategies for resolving those problems if a program is available.

The parent with criminal negligence fails to require the child to attend school as required by law; commits an offense of “Parent Contributing to Non-Attendance.” Policy FEA (LEGAL) An individual commits an offense of “Failure to Attend School” if the individual is required to attend school and fails to attend school. If the student is over the age of 17, the student’s parents shall not be subject to penalties as a result of their child’s violation of state compulsory attendance law.

### **Parental Duty**

It is the parent’s duty to monitor the student’s school attendance and require the student to attend school. School districts are required by law to notify the parents of the state compulsory attendance law prior to each school year (handbook) and after three days of absences without excuse (3 day letter). School officials also must request a parent



conference to discuss excessive absences.

### **Attendance for Credit**

To receive credit in a class, a student must attend at least 90 percent of the days the class is offered. A student who attends at least 75 percent but fewer than 90 percent of the days the class is offered may receive credit for the class if they complete a plan, approved by the principal, which allows the student to fulfill the instructional requirements for the class.

If a student attends less than 75 percent of the days a class is offered or has not completed the plan approved by the principal, then the student will be referred to the attendance review committee to determine whether there are extenuating circumstances for the absences and how the student can regain credit, if appropriate.

In determining whether there were extenuating circumstances for the absences, the attendance committee will use the following guidelines:

- All absences will be considered in determining whether a student has attended the required percentage of days. If makeup work is completed, absences for religious holy days, required court appearances, and documented health-care appointments will be considered days of attendance for this purpose (See policy FEB Legal).
- A transfer or migrant student begins to accumulate absences only after he or she has enrolled in the district. For a student transferring into the district after school begins, including a migrant student, only those absences after enrollment will be considered.
- In reaching a decision about a student's absences, the committee will attempt to ensure that it is in the best interest of the student.
- The committee will consider the acceptability and authenticity of documented reasons for the student's absences.
- The committee will consider whether the absences were for the reasons over which the student or the student's parent could exercise any control.
- The committee will consider the extent to which the student has completed all assignments, mastered the essential knowledge and skills, and maintained passing grades in the course or subject.
- The student or parent will be given an opportunity to present any information to the committee about the absences and to talk about ways to earn or regain credit. (See Policy FEC Local).

The student or parent may appeal the committee's decision to the board of trustees by filing a written request with the superintendent in accordance with policy FNG Legal.

The committee may impose any of the following conditions for receiving credit loss because of excessive absences:

- Completing additional assignments, as specified by the committee or teacher.
- Satisfying time-on-task requirements before and/or after school.
- Attending tutorial sessions as scheduled.
- Attending Saturday classes.
- Maintaining the attendance standards for the rest of the semester.
- Taking an examination to earn credit.

In all cases the student must also earn a passing grade to receive credit. (See Policy FEC Local)

### **ABSENCE CLASSIFICATIONS**

A parent must verify all absences. Upon return to school, the student must present a written note signed by their parent/guardian with the date and reason of the absence. Failure to bring an excused note, within three (3) days of the absence, to the attendance office will result in an unexcused absence.

**Students can be considered absent if they miss all or part of the school day, including late arrival and early pick-up. This includes all tardies. When a student is absent from school, a note must be provided via the [Absence](#)**



**Portal or in writing for it to be considered excused. Students are allowed 5 days each semester to be excused with a parent note.**

### **EXCUSED ABSENCES**

As defined by State Law, absences for the following reasons shall be considered excused:

1. Personal Illness - The Principal will require the certification of a physician after three (3) or more consecutive days of absence.
2. Sickness in the Family – A note must be provided for the absence to be excused.
3. Death in the Family – An obituary, memorial program, or funeral home documentation must be provided for the absence to be excused.
4. Student's Health Services or Family-Individual Counseling/Therapy Appointments – The Principal shall require a note from the parent/guardian requesting that the student be released for an appointment. Appointments scheduled before coming to school or those requiring the student to miss any school will require verification from the doctor's office when the student returns to school.
5. Court Appearance – The Principal shall require the presentation of an appropriate document, subpoena, etc., which indicates that the student should appear in court. Documentation from the court is required even when addressing school-related issues.
6. Quarantine – A release from the doctor is needed for a student to be readmitted to classes.
7. Weather or Road Conditions – Hazardous weather or road conditions exist making travel to school dangerous for several students.
8. Religious Holy Days – A student will be excused from school for the purpose of observing religious holy days, upon furnishing the principal with a written request by the parent/guardian prior to the absence.

### **UNEXCUSED ABSENCES**

An absence for any reason other than those listed above shall be classified as unexcused. **Absences that are classified as excused shall not be excused if the student does not present a written notice of the reason for the absence from their parent/guardian within the specified time.** All time resulting from unexcused absences may be required to be made up at a time assigned by an administrator.

### **EARLY CHECK-OUT**

Students must remain on campus once they have arrived. Students leaving school for any reason other than school-sponsored activities without checking out through the office will be subject to disciplinary action. **A current driver's license must be presented to visit or check out a student. The above person should be listed as a contact on the student's information card.**

### **Checkout Procedure:**

- Appointments: The receptionist will issue a student pass only when the parent/guardian arrives with valid government issued identification. At that time, the student will be called to the office to leave with the parent/guardian. The individual who is checking out the student **MUST** be on the Student Information Card. Please try to schedule appointments (medical, dental, etc.) during non-school hours. Also, please avoid scheduling appointments on STAAR testing days. These days we will be closed campus. Students will not be allowed to be checked out after 3:30 daily.
- Student Illness: Students who are ill **MUST** be evaluated by the nurse. If a student needs to go home the parent/guardian will be contacted by the nurse. Absences initiated by the nurse will be classified as an excused absence. The parent/guardian will sign out the student from the Front Office.
- Off Campus PE: The student will meet their parent or guardian in the Front Office and sign out before leaving campus.

### **LATE ARRIVAL**

When coming to school any time after 8:35 a.m., the student must go directly to the Front Office and sign in. An admit



slip will be issued to the student and they will be sent to class.

### **TARDIES**

- Students are expected to be inside the classroom by the end of the tardy bell. With an admit to class, teachers or administrators may give a student permission to arrive at class after the tardy bell rings.
- Without such permission, students are considered tardy. Students will be considered tardy to 1st period in the event of car trouble, oversleeping, missing the bus, or riding to school with others who are tardy. Tardies are taken every period, every day, including homeroom.
- Each student is expected to be in their assigned area when a tardy bell sounds. With a hall pass and/or note, teachers or administrators may give a student permission to arrive at class after the tardy bell rings. Without such permission, students are considered tardy.
- All tardy students should report immediately to the nearest tardy station. (Outside of the main office or the 7<sup>th</sup> or 8<sup>th</sup> grade hallway)
- Tardy students must have a pass from the tardy station to enter class.

Consequences for tardies will be issued as followed:

- 1st tardy – Free
- 2nd tardy – Free
- 3rd tardy – Free
- 4th tardy – Conference with Office/Parent Phone Call
- 5<sup>th</sup> & 6th tardy – Lunch Detention
- 7th tardy – Lunch Detention (2 days)
- 8<sup>th</sup> & 9th tardy- After School Detention (1 Hour)
- 10th tardy- After School Detention (2 Hour)
- 11th tardy- ISS Placement

### **TRUANCY**

Absence from school without the knowledge and approval of a parent will be considered truancy, will be unexcused, and will be subject to disciplinary action as deemed necessary by the administration. Absence from a class without the knowledge and approval of school personnel will also be considered truant. This includes a student that is present on campus, but does not report to their assigned class, or a student that leaves class and misses excessive instructional time. **To ensure students are accounted for in their correct location, students are not to leave class during the first 10 minutes or last 10 minutes of class, even with a pass.**

## **III. CODE OF CONDUCT**

### **APPROPRIATE BEHAVIORS**

Teachers, staff members, and administrators have authority over the discipline of all students enrolled at Miller Junior High. Consequences will not be deferred pending the outcome of a complaint or grievance.

Students attending BMJH are expected to conduct themselves properly. Such appropriate behaviors include:

1. Each student is expected to demonstrate courtesy, even when others do not.
2. Behave in a responsible manner, always exercising self-discipline.
3. Attend all classes, regularly and on time.
4. Prepare for each class; take appropriate materials and assignments to class.
5. Meet district and campus standards of grooming and dress.
6. Obey all campus rules and classroom rules.
7. Seeking change in school policies and regulations in an orderly and responsible manner, through appropriate channels.
8. Respect the rights and privileges of students, teachers and other district staff and volunteers.



9. Respect the property of others, including district property and facilities.
10. Cooperate with and assist the school staff in maintaining safety, order, and discipline, including, but not limited to ongoing investigations and reporting of any concerns regarding the safety of others or of the school.

### **CLASSROOM DISCIPLINE PLAN**

Miller Junior High has a campus-wide discipline plan called Bobcat Expectations and Consequences. This is posted in every classroom on campus. The purpose of universal expectations for student behavior is to provide consistency to the students. It also focuses on positive skills for students to develop that will be used beyond their formal education.

#### **BOBCAT EXPECTATIONS:**

- ❖ Be Safe
- ❖ Be Responsible
- ❖ Be Respectful

Consequences for students choosing not to follow the Bobcat Expectations include but are not limited to:

- Verbal Warning
- Loss of privileges/campus incentives
- Loss of attending afterschool games/events
- Teacher detention
- Lunch detention
- 1 hour after-school detention
- 2 hour after-school detention
- Structured School Day
- Restorative practices
- Referral to administration
  - ISS – In School Suspension
  - OSS – Out of School Suspension
  - ONC – On Campus ALA
  - ALA – Alternative Learning Academy

The teacher will make every effort possible to contact a student's parent before referring a student to administration except in the case of severe disruption.

### **NOTIFICATION**

In the case of detention outside of regular school hours, the Discipline Clerk, Mrs. Fletcher or administration will notify the student's parents by email or via phone. In the case of any violation that may result in an in-school and out-of-school suspension, placement in ALA, or expulsion, an administrator shall notify a student's parents by phone and will send notification in writing, while setting up an in-person meeting to sign any documents. Notification will be made within three school days after the administrator becomes aware of the violation.

### **MINOR OFFENSES**

Any violation of the Code of Conduct that is not listed as a serious offense can be considered a minor offense. Two or more violations of the same code or rule will be considered persistent misconduct. Repeated violations of minor offenses will be treated as serious offenses. The difference depends on the severity of the offense, the circumstances involved, and the discipline record of the student involved.

Examples of minor offenses include but are not limited to:

1. Tardies
2. Minor class disturbances (talking out, talking to classmates, unnecessary noises, etc.)
3. Out of seat without permission
4. Horseplay (not resulting in injury)



5. Lack of supplies and/or laptops(charger) for class
6. Failure to follow check-in/check-out procedures
7. Hall pass violation
8. Violation of classroom policies
9. Violation of gum, food or drink policies
10. Violation of technology resources and the internet

After the teacher follows the classroom management plan, they will refer the student to administration. Depending upon the offense and the student's discipline record, the following options will be exercised by administration: Student conference, parent phone call and/or conference, restorative practices, detention, In-School Suspension, Out-of-School Suspension, ALA placement, and/or expulsion.

### **SERIOUS OFFENSES**

Serious offenses will be referred to administration immediately. An investigation on campus will take place following the reported violation. The School Resource Officer may assist district personnel with the investigation. Upon conclusion of the investigation, an appropriate consequence will be assigned, and parents will be notified. If the offense committed by the student is also in violation of the law, a report may be filed by the School Resource Officer.

#### **Violation of state/federal penal code includes:**

1. Selling, giving, or delivering to another person, possessing, using or being under the influence of any amount of marijuana, an alcoholic beverage or a controlled substance or dangerous drug as defined by federal or state law; or committing a serious act or offense while under the influence of alcohol.
2. Vaping
3. Aggravated assault, sexual assault or aggravated sexual assault
4. Possessing a firearm, firearm silencer or suppressor, an illegal knife, a club, knuckles, ammunition, hand instrument designed to cut or stab another by being thrown, or other weapons listed as a prohibited weapon under the Texas Penal Code
5. Committing arson, as defined by the Texas Penal Code
6. Vandalism
7. Robbery or theft
8. Extortion, coercion, or blackmail
9. Public lewdness or indecent exposure
10. Inappropriate use of technology devices involving bullying or pornography

#### **Other Serious Offenses**

1. Aggressive, disruptive action or group demonstration that substantially disrupts or materially interferes with the school environment or incites violence
2. Verbal abuse, i.e., name-calling, racial or ethnic slurs, or derogatory statements that may disrupt the school environment or incite violence
3. Failure to comply with lawful and reasonable directives
4. Exhibiting disrespect, profanity, vulgar language, or obscene gestures toward teachers or other school employees
5. Fighting or physical violence
6. Harassment
7. Bullying or cyberbullying
8. Releasing or threatening to release intimate visual material of a minor
9. Inappropriate use of technology may also include but not limited to (sending, posting, or possessing electronic messages either on or off school property, if the conduct causes a substantial disruption to the educational environment)
10. Engaging in conduct that constitutes felony criminal mischief, as defined by the Texas Penal Code
11. Excessive unexcused absences



12. Chronic infractions of school rules, multiple discipline referrals/persistent misconduct
13. Insubordination (failure to comply with directives given by school personnel)
14. Leaving campus or class without permission
15. Failure to attend assigned detention
16. Academic Dishonesty/Cheating/Plagiarism
17. Causing a disturbance for a substitute teacher
18. Continued dress code violations
19. Truancy
20. Terroristic Threat
21. Any other conduct that substantially disrupts the school environment or educational process

### **SCHOOL CONSEQUENCES**

After being referred to the office, the administrator or designee will determine the consequence for inappropriate behavior. Based on the seriousness of the student offense and/or the student's previous discipline record, a student may be given:

**Lunch Detention:** The student will immediately report to the front of the cafeteria during their designated lunch time and check-in with the cafeteria monitor. Students will then be seated at the detention tables. Students needing lunch will have an opportunity to purchase when directed by the monitor. Students are expected to sit quietly for the duration of their assigned detention time. If the student is late or not following expectations, additional detention time will be assigned.

**After-school detention:** A classroom teacher monitors detention during which students are expected to complete an assignment and remain seated and quiet for the duration of the detention. Any student removed for talking or disrupting in any way will earn additional consequences. Student can be assigned a 1-Hour or 2-Hour After-school detention.

The following are expectations for detention:

- a) Failure to attend detention will result in additional disciplinary consequences
- b) Any conflict with the assigned detention date should be discussed with the Discipline Clerk by the parent/guardian PRIOR to noon of the assigned detention day.
- c) Students will NOT be admitted late to detention.
- d) NO talking in detention.
- e) Students MUST obey the regular school rules and dress regulations.
- f) Students will NOT sleep or “rest” his/her head on the desk.
- g) Students must be reading a book, studying, working on schoolwork, or restorative assignment.
- h) Students who violate rules will be given one verbal warning ONLY. A second violation will result in the student being dismissed from detention and referred to administration for additional consequences.
- i) Students will inform parent/guardian of the detention and secure transportation.

### **Restorative Practices**

- a) Accountability means the student who caused harm comes to understand the harm caused and has the duty to repair the damage to the relationship.
- b) Focus is on all parties, and a voice is given to all parties—the student who caused harm, the person harmed, and the school.
- c) Focus is placed on the desired outcome for all parties—the person harmed is heard from; the student who caused harm understands the harm done and takes responsibility for repairing the damage. The relationship is restored.
- d) The student who caused harm has the opportunity to directly express remorse and directly make amends.
- e) Restorative Practice measures may include a variety of activities and/or assignments specific to the infraction.

**In-School Suspension (ISS)** is an alternative to suspension and is held on our campus under the supervision of a



certified teacher. The objective of this placement is to motivate and guide students to act in accordance to all rules and regulations as stated in the PISD Student Code of Conduct and BMJH Student Handbook. Students will receive assignments from their regular classroom teachers and are expected to complete the assignments given, prior to returning to the regular classroom setting.

- a. Students in ISS will be on a point system
- b. They will be required to participate in community service and social skills training with the ISS teacher and/or the counselors.
- c. During the students ISS assignment, they may participate in reflective conversations with a counselor.
- d. If students have a discipline issue in ISS or fail to complete assignments, days may be added to their original assignment.
- e. While in ISS students are not allowed to participate in school related extracurricular activities or to attend any school related after hours functions until completion of the ISS assignment.

Out-of-School Suspension: According to state law, a student may be suspended up to three (3) consecutive days. While suspended, students are not allowed to participate in school-related, extra-curricular activities, or attend any school-related "after hours" functions held during their assignment.

Academic Learning Academy (ALA): ALA is held either on campus or in an alternative setting known as PACE, under the supervision of a certified teacher and administrator. Students will receive assignments from their regular classroom teachers and will be expected to complete the work prior to returning to the regular classroom setting. Students assigned to ALA are expected to follow the rules, as given by the administrator at the time of assignment. While in ALA students are not allowed to participate in school-related, extra-curricular activities or attend any school-related "after hours" functions held during their assignment. Students are also not allowed on any other Pearland ISD campus or "Criminal Trespassing" charges can be issued. The district *will not be providing transportation* to or from DAEP (ALA).

### **BOBCAT HOUR**

Monday through Friday students will have a one-hour block built into the school day that gives students time for choice and flexibility. The hour is split into two sessions – A Block and B Block, so students can plan how to use their time. During Bobcat Hour, students can attend tutorials, join clubs, socialize and eat lunch. Fridays will run a homeroom schedule.

### **CAFETERIA BEHAVIOR**

Students are expected to exhibit appropriate manners in the cafeteria and follow the Bobcat Expectations during breakfast and lunch. When the bell rings, students are expected to be in the cafeteria within the four (4) minute passing period. Assigned seating for students may be provided, if necessary, to reduce misbehavior in the cafeteria.

**On Non-Bobcat Hour days (Fridays), students must remain seated until a lunch monitor dismisses them to the lunch line. Once students obtain their desired items, they must remain seated at their table unless given permission to dispose of trash items, use the restroom, or use the microwave. Students will be required to throw all their trash away prior to the end of lunch period and keep microwaves clean. No student is allowed to leave the campus for lunch.**

When leaving the cafeteria to go to their next class, students are expected to pass through the hallways quietly so that they will not disturb the classes in session. **No food or drinks other than water bottles may be taken from the cafeteria unless immediately placed in the student's backpack.**

### **DRINKS, FOOD, AND CHEWING GUM**

Students may possess water bottles containing water during the school day. No other food or drinks are allowed outside of the cafeteria. Chewing gum is not allowed anywhere on campus. Students will receive lunch detention for their first violation of this policy. Subsequent violations may result in other consequences.



### **FIGHTING AND PHYSICAL VIOLENCE**

Fighting puts the safety of students and employees at risk and causes a major disruption to the learning environment. Fighting and any form of physical violence will not be tolerated. Horseplay that turns into physical altercation may be treated under the same guidelines as a fight. Fighting may result in up to three (3) days Out-of-School suspension followed by up to three (3) days ISS assignment upon the students' return. A counselor will meet with the students during their ISS assignment to conduct mediation and provide intervention for the future safety of the student and campus.

### **SEXUAL HARASSMENT**

The Pearland Independent School District prohibits sexual harassment of any kind. Sexual harassment is defined as offensive and unwelcome conduct of a sexual nature directed toward a student or other person or offensive and unwelcome conduct aimed at another solely because of his or her gender and/or sexual orientation.

If a student believes he or she has been sexually harassed, the student or the student's parent should report the incident to campus administration. If a student's conduct is offensive and unwelcome, the campus administration will determine if the conduct should be punished in accordance with the district's discipline management plan and may be referred to the district's Title IX Coordinator.

### **TANGIBLE COURTSHIP/PUBLIC DISPLAYS OF AFFECTION**

Students are advised not to engage in tangible courtship. Tangible courtship refers to any physical contact between students and includes holding hands, kissing, and embracing. School is not the place to engage in such conduct. The school policy is that no physical contact on campus occur which would be classified as a show of affection, except as permitted in special activities such as school dances and activities of this nature.

Consequences for public displays of affections may include after-school detention, ISS, Out-of-School Suspension, or ALA. Assignment of consequences will be based on severity and discipline history.

### **TRANSPORTATION**

Since bus transportation is under district and school jurisdiction, please refer to the District Management Plan for specific Pearland ISD bus regulations, in addition to the following rules.

While on the bus, these rules are to be followed:

1. The driver oversees the bus, and students are to follow the rules.
2. Students must be on time at the bus stop in the morning as well as at the bus ramp in the afternoon.
3. Students should not stand in the roadway while waiting for the bus.
4. Students should speak in moderate voices and should not engage the driver in unnecessary conversation.
5. Once seated, students must remain seated. Students are to wait until the bus stops before leaving their seats.
6. Throwing things on the floor or out a window is not permitted.
7. Students never extend their arms or head out the window.
8. Any vandalism on the bus may result in the student paying damages.
9. Students must ride the bus to which they have been assigned.
10. Students may ONLY ride the bus he/she is registered to ride.
11. Students may NOT get off at another bus stop.

**\*Note:** All requests for riding a different bus must be obtained through the Transportation Department prior to the change at 281-485-3562.

Campus administration has the same authority and control over the students transported by the school buses. However, the Transportation Department has the first authority to discipline violations of bus rules.

To report an incident that occurred on the bus or at a bus stop, call the Transportation Department at 281-485-3562.



## **IV. DRESS CODE**

The dress code has been established to reflect the high standards of the Pearland Community, adhering to good taste, appropriateness, and proper dignity. The code should create an atmosphere of good personal hygiene, safety, and decency in grooming. The standards of dress and grooming have been set, believing that a majority of our students and parents will set standards much higher than these, to reflect a sense of pride in self, in academic achievement, and in school. While the professional staff will take the necessary steps to enforce the dress code, it is considered the responsibility of the parents to ensure student compliance with the following guidelines. Absences due to dress code violation will be considered unexcused.

Parents and Students should review the Dress Code Guidelines which can be found in the PISD Student Code of Conduct and Miller Junior High's website. Continuous dress code violations may result in consequences that include detention, ISS, ALA and/or Out-of-School Suspension.

When a student is out of dress code, attempts will be made for students to correct the necessary violation. If unable to do so, parents will be contacted to bring appropriate dress code attire when applicable. If the student is unable to correct the violation after attempting parent contact, they may be placed in ISS.

**THE PRINCIPAL/ASSISTANT PRINCIPAL(S) ARE AUTHORIZED TO MAKE DETERMINATIONS REGARDING WHETHER ANY FASHION, FAD, HAIR, JEWELRY OR ARTICLE OF CLOTHING IS INAPPROPRIATE FOR SCHOOL WEAR OR DISRUPTIVE TO THE EDUCATIONAL PROCESS OR SAFETY OF THE CAMPUS.**

Special Spirit Day guidelines will be given to students during Miller Moment. Parents will receive emails via Skyward and/or the campus website. Students may be prohibited from participating in Spirit Days if fines or other infractions have occurred.

## **V. GENERAL INFORMATION**

### **ACCESSORIES AND MISCELLANEOUS ITEMS**

1. Any item that does not serve an educational purpose is to be left at home. Such items include, but not limited to, radios, electronic games, noise making devices, lasers, stuffed animals, pillows, blankets, or toys of any kind. These items will be confiscated, and the student's parent may pick up the confiscated items from the front desk before or after school.
2. Students may carry backpacks and drawstring bags with their academic supplies from class to class. Large purses and/or duffel bags are not allowed in classrooms.

### **ARRIVING AT SCHOOL**

The doors open for students starting at 7:45 a.m. We do not have supervisory personnel on duty before 7:45 a.m. Therefore, if students come to school before that time, no one is on duty to supervise them. Students who arrive between 7:45-8:00 a.m. must report to the cafeteria. All students should arrive at school by 8:30 and be in their classroom by 8:35. Car riders and walkers should enter the building through the front entrance. Bus and bike riders must enter the building through the gym entrance. All 7<sup>th</sup> grade students report to the teaching theatre upon their arrival unless they need to eat breakfast or are attend tutoring. All students 8<sup>th</sup> grade students report to the cafeteria upon their arrival unless they need to attend tutorials.

### **BICYCLES AND SKATEBOARDS**

Students riding bicycles to school should place their bicycles in the designated area by the gym entrance. Students should secure their bicycles, as the school is not responsible for damage or theft. Motorized vehicles shall not be operated by a student on the junior high campus at any time. Once a student has brought their bicycle on campus, they are not to ride it until the end of the day. Skateboards, scooters, and hover boards are NOT allowed at school.



**BULLYING**

The Pearland ISD policy on bullying is addressed in FFI (LOCAL). Any student who believes that he or she has experienced bullying or believes that another student has experienced bullying should immediately report the alleged acts to a Teacher, Counselor, Principal, or other district employee. An investigation will be conducted on campus based on the allegations reported. If the results of an investigation indicate that bullying occurred, campus personnel will take appropriate disciplinary or corrective action to address the conduct in accordance with the PISD Student Code of Conduct. Students can fill out a [Bullying Report](#) online. Parents should contact the campus administration via email. The link is located on the front page of the Berry Miller Junior High website.

**CELL PHONES—STUDENT ELECYRONIC DEVICES**

Cell phones such as smartphones or flip phones, laptops, smartwatches, smart glasses, paging devices, wireless headphones/earbuds and other personal communication devices will be confiscated in accordance with House Bill 1481. The campus expectations for devices are “**Not Seen, Not Heard, Not Taken.**” Consequences for confiscated devices are as follows:

Offense	Consequence	Action Details
1st Offense	Phone Confiscation + Warning	<ul style="list-style-type: none"> <li>Parent/guardian contact is notified.</li> <li>Device must be retrieved during designated pickup window by Parent/guardian/emergency</li> </ul>
2nd Offense	Phone Confiscation + Detention	<ul style="list-style-type: none"> <li>Parent/guardian contact is notified.</li> <li>Device must be retrieved during designated pickup window by Parent/guardian/emergency</li> <li>Detention assigned and documented in Skyward</li> </ul>
3rd Offense	Phone Confiscation + 1 Day ISS	<ul style="list-style-type: none"> <li>Parent/guardian contact is notified.</li> <li>Device must be retrieved during designated pickup window by Parent/guardian/emergency</li> <li>ISS assigned and documented in Skyward</li> </ul>
4th Offense	Phone Confiscation + 2 Days ISS	<ul style="list-style-type: none"> <li>Parent/guardian contact is notified.</li> <li>Device must be retrieved during designated pickup window by Parent/guardian/emergency</li> <li>ISS assigned and documented in Skyward</li> </ul>
5th Offense	Phone Confiscation + 3 Days ISS	<ul style="list-style-type: none"> <li>Parent/guardian contact is notified.</li> <li>Device must be retrieved during designated pickup window by Parent/guardian/emergency</li> <li>ISS assigned and documented in Skyward</li> </ul>
6th+ Offense	Phone Confiscation + DAEP	<ul style="list-style-type: none"> <li>Parent/guardian contact is notified.</li> <li>Device must be retrieved during designated pickup window by Parent/guardian/emergency</li> <li>DAEP Placement</li> </ul>

\*Parents may pick up the device during the school day or 30 minutes before or after school

When a student refuses to turn over their phone after violating the HB 1481 policy, it is treated as defiance of authority. The student will face immediate disciplinary action, starting with in-school suspension (ISS), and repeated refusals may lead to out-of-school suspension or placement in a disciplinary program. Parents or guardians are notified in every case, and the incident is documented in the student’s record.

Offense	Consequence	Action Details
1st Refusal	Phone Violation Consequence + 1 Day ISS + Parent Notification	<ul style="list-style-type: none"> <li>Treated as defiance of authority.</li> <li>Parent/guardian/emergency contact is notified.</li> <li>ISS assigned and documented in Skyward.</li> </ul>
2nd Refusal	Phone Violation Consequence + 2 Days ISS + Parent Conference Required	<ul style="list-style-type: none"> <li>Parent/guardian/emergency contact is notified and conference held (in person or by phone).</li> <li>Student may lose the privilege of carrying a device on campus.</li> <li>ISS assigned and documented in Skyward.</li> </ul>
3rd + Refusal	Phone Violation Consequence + Possible OSS or DAEP Placement	<ul style="list-style-type: none"> <li>Parent/guardian/emergency contact is notified.</li> <li>Administrative team evaluates for out-of-school suspension or placement in a Disciplinary Alternative Education Program (DAEP).</li> <li>Full incident record maintained in Skyward.</li> </ul>

**COMPLAINTS**

Students or parents who have a complaint should first discuss the matter with the teacher. If the outcome of that discussion is not satisfactory, a conference can be requested with the counselor or assistant principal. If the parent or student is not satisfied at that level, a conference can be requested with the principal. After conferencing at the school



level a parent or student can request a conference with the Superintendent of Schools or his designee and, ultimately, the parents may appear before the Board of Trustees, in accordance with Board Policy.

### **CONFERENCE WITH TEACHERS**

A conference period is assigned to each teacher as part of their teaching assignment. Conferences may be held in person, through video conference or by telephone. Parents may contact the teacher by leaving a message with the receptionist or sending an email to schedule an appointment with the teacher. When arriving for an in-person conference, parents need to report to the office for check-in and must have a driver's license or form of identification to attend the meeting.

### **CONFISCATION OF CONTRABAND OR DISRUPTIVE ITEMS**

School personnel have the authority to temporarily confiscate items that students bring to school that are either prohibited items, or because of the nature of the item or its use, is disruptive to the educational process. Except in the case of prohibited items, students will be warned prior to the property being confiscated. If a student continues to display or use an item in a disruptive manner, school personnel will confiscate the property from the student. The school is not liable for confiscated items lost or stolen.

It is the student's responsibility to make the parents aware that an item has been taken from him/her. If the item has not been picked up by the parent of the student from whom the item was confiscated within four (4) weeks, the district is free to dispose of the property in a manner they deem appropriate. Items that are illegal to possess such as controlled substances, alcohol, or weapons must be turned over to law enforcement authorities.

### **DELIVERIES**

Due to health and safety concerns, there will be **no food deliveries from delivery services**. Parents may not use such services to have food delivered on campus. Parents may drop off lunches in the front vestibule on the bookshelf by filling out a slip with the student's name and attaching it to the lunch item(s). **You may deliver food for your student(s) only. Students will be notified that they have a food delivery. Students will be expected to pick up their lunch from the stage.**

### **DIRECTORY INFORMATION**

Certain information about district students is considered directory information and will be released to anyone who follows procedures for requesting it, unless the parent objects to the release of any or all directory information about the child. This objection must be made in writing to the principal within ten school days after the issuance of the handbook. Directory information includes: a student's name, address, telephone number, date and place of birth, participation in officially recognized activities and sports, weight, and height of members of athletic teams, dates of attendance, awards received in school, and most recent previous school attended. **Please make sure your selections are marked appropriately for yearbook photos and FERPA.**

### **EMAIL GUIDELINES**

Email may be a fast and convenient way to send messages; however, teachers read email messages in the morning before school, at the end of the day, and/or during conference periods. Even when using email, teachers often use the telephone to communicate with parents. For these reasons, professional staff may not respond immediately to an email. In fact, the professional may determine another means of communication is appropriate: note/letter, telephone, or schedule a personal conference.

#### **Guidelines for effective email communication:**

- Verify staff member's correct email address (last name, first initial@pearlandisd.org)
- Send only non-vital messages. (Do not use email to inform teacher that a child should ride the bus home, etc.)
- Academic progress, learning expectations, or behavioral concerns are best addressed through telephone conversation or personal conference.
- Email is not confidential.



- Identify yourself and child by name in the subject line of the email.
- For all medical concerns, contact the school nurse by telephone.
- Keep all contacts professional. Jokes, chain letters, or solicitations are inappropriate.
- Mass email to the campus staff must be approved by the campus administrator before sending.
- Allow up to 24 hours for response to email. (Teachers may be absent or off campus in training)
- Leave your phone number in your email in case the teacher chooses to communicate with you via phone.

*Remember that email is a quick way to send a message but is not necessarily the best way to get a quick response.*

### **EMERGENCY CARDS**

Emergency cards are used at each school and MUST be updated yearly. The information you provide assists the staff in contacting you in case of an emergency or other school-related issue. Current addresses and accurate home/work phone numbers are imperative. Only those listed on the emergency card may check-out students, eat lunch with students, etc. **Please update information in Skyward anytime this information changes.**

### **FEES**

Instructional materials that are part of the basic educational program are provided without charge to students. Students are expected to provide their own supplies of pencils, paper, erasers, and notebooks, and may be required to pay certain fees or deposits. Any required fee or deposit may be waived by request. Principal approval is required.

*Students participating in athletics or cheerleading will be required to pay the district's insurance and participation fee.*

### **FIELD DAY/FIELD TRIPS**

Field trips and Field Day are considered privileges. They may be scheduled by the school or by teachers. All field trips require a permission slip signed by the parent/guardian prior to the trip. Behavior, fines/fees or grades may affect student's ability to participate. All school rules are followed during field trips and appropriate consequences will be issued for violations of the Bobcat Expectations. All students who do not go on field trips will have an alternate assignment. **All fees must be paid prior to attending Field Day or Field Trips.**

### **FIRE/CRISIS/EMERGENCY DRILLS**

Each teacher is assigned a primary and secondary exit route near their room. If an obstruction is set up, the class is to go to their secondary exit route. Students should QUIETLY evacuate in a single file line with their teacher, the lights should be turned off, and the door closed when all students are out of the classroom. We are required to have emergency drills to ensure preparedness. When the teacher halts the line upon exiting the building, the class is to stop, turn around to face the building, and remain quiet until they are given an "all clear" to return to the building.

Lockdown drills will also be practiced periodically. A lockdown announcement or Raptor Alert will be made. Students will remain quiet in a secured classroom until administration and/or a police officer unlocks their classroom door to indicate an "all clear". Bomb threats will follow the fire drill evacuation procedure. Tornado warnings will be indicated by an announcement of "Shelter! Hazard and safety strategy." A tornado warning will be indicated by an announcement, students will evacuate to a sheltered area, get into position on their knees, and protect their head with their arms. Students should be away from glass areas.

Lockouts will be used when students are outside and there is potentially danger in the surrounding area. A Secure announcement will be made. Students are to return inside and resume class as usual. In events where we need everyone out of the hallways and back in their classroom, we will announce "Hold! In your classroom. Clear the halls." All students and staff will remain in their room and continue class as usual until an "all clear" is announced.



**HOLD!**  
**In your room or area. Clear the halls.**  
 When something is going on in the hallway, Hold in your room or area until it's resolved.



**SECURE!**  
**Get inside. Lock outside doors.**  
 When a threat is outside of the building, it's used to safeguard the occupants of a building



**LOCKDOWN!**  
**Locks, Lights, Out of Sight**  
 When a threat is inside of the building it's used to secure individual rooms and keep occupants quiet and in place.



**EVACUATE!**  
**Followed by a location**  
 Used to move people from one location to a different location in or out of the building.



**SHELTER!**  
**Followed by hazard and safety strategy**  
 Used for group and self protection.



**HOLD! (¡ESPEREN!) En su salón o área. Despejen los pasillos.**  
**ESTUDIANTES**  
 Permanezcan en el área hasta que se indique que la situación se ha resuelto  
 Continúen con la actividad rutinaria.  
**ADULTOS**  
 Cierren la puerta y echen la llave  
 Cuente a los estudiantes y a los adultos  
 Continúen con la actividad rutinaria



**SECURE! (¡PROTEJANI)**  
**Vayan adentro. Echen llave a las puertas exteriores.**  
**ESTUDIANTES**  
 Regresen adentro  
 Continúen con la actividad rutinaria  
**ADULTOS**  
 Lleven a todas las personas adentro  
 Echen llave a las puertas exteriores  
 Mantengan la alerta sobre lo que ocurre en su entorno  
 Cuente a los estudiantes y a los adultos  
 Continúen con la actividad rutinaria



**LOCKDOWN! (¡CIERRE DE EMERGENCIA!)**  
**Echen llave, apaguen las luces, escóndanse.**  
**ESTUDIANTES**  
 Desplácese a un lugar donde no se les vea  
 Guarden silencio  
 No abran la puerta  
**ADULTOS**  
 Lleven a las personas en los pasillos a dependencias interiores si es posible hacerlo de forma segura  
 Echen llave a las puertas interiores  
 Apaguen las luces  
 Desplácese a un lugar donde no se les vea  
 Guarden silencio  
 No abran la puerta  
 Prepárense para evadirse o defenderse



**EVACUATE! (¡EVACUEN!)**  
**(Es posible que se especifique un lugar determinado)**  
**ESTUDIANTES**  
 Dejen sus cosas donde estén si se les pide que lo hagan  
 Llévense sus teléfonos  
 Seguir instrucciones  
**ADULTOS**  
 Dirijan la evacuación a un lugar determinado  
 Cuente a los estudiantes y a los adultos  
 Avisen si entre los estudiantes o los adultos falta alguien, hay personas de más o hay heridos



**SHELTER! (¡BUSCAR RESGUARDO!)**  
**Riesgo y estrategia de seguridad**  
**ESTUDIANTES**  
 Utilice una estrategia de seguridad adecuada para el peligro  
**ADULTOS**  
 Dirijan la estrategia de seguridad  
 Cuente a los estudiantes y a los adultos  
 Avisen si entre los estudiantes o los adultos falta alguien, hay personas de más o hay heridos  
**Riesgo**  
 Tornado  
 Terremoto  
 Materiales peligrosos  
 Tsunami  
**Estrategia de seguridad**  
 Evacúen a un área resguardada  
 Apóyense, cúbranse y agáchense  
 Sellen el salón  
 Diríjanse a terreno elevado

## FOOD AND DRINKS

Food and drinks (other than water bottles) are not allowed outside of the cafeteria. Chewing gum is not allowed anywhere on campus. In the case of prior administrative permission, clubs and organizations may have parties. In this case, once food/drink is brought to that location it is not to leave. Leftovers will be managed by the teacher or club sponsor.

## INTERNET ACCEPTABLE USE POLICY

Pearland ISD has made Network/Internet access available to all students. All students will receive training from the Educational Technology Specialist (ETS) and sign the Internet Acceptable Use Policy form prior to the first day of school. Refer to the PISD Student Code of Conduct for details regarding district policy and procedures for Internet use.

## INVOLVEMENT OF LAW ENFORCEMENT OFFICIALS-SRO OFFICER

Our campus has a Student Resource Officer (SRO). This is a Pearland Police Department Officer who has an office on our campus for the safety and resources of our students. **Prior parent permission or notification is not required for the campus SRO to speak to students.** If you need to speak with the SRO, you may contact the front office, and they will direct you to the correct extension. There are times that police officers, CPS officials, or other law enforcement/juvenile officials come to the school and want to talk with our students. These officials have a legal right to speak with students.

## I.D. REQUIREMENTS

I.D. cards will have an initial cost of \$5. This will include first I.D., lanyard, and one replacement I.D. I.D.s must be worn daily while on school campus. I.D.s must always be visible on the front chest area. Photos should not be covered, drawn on, defaced or modified in any way.

If students arrive at school without an I.D., a replacement will be issued. Each card following the initial replacement will result in a \$5 fee in Skyward. Failure to wear I.D. properly or repeated infractions will result in disciplinary consequences assigned by administration.

Consequences for tardies will be issued as followed:

- 1st Replacement ID – No Discipline Consequence
- 2nd Replacement ID – Parent Contact
- 3rd Replacement ID – Afterschool Detention (1 hour)
- 4th Replacement ID – Afterschool Detention (2 hour)
- 5<sup>th</sup> Replacement ID – 1 Day of ISS
- 6<sup>th</sup> Replacement ID– ISS & Restorative Discipline



\*ID consequences will start over each grading term.

\*\*ID Fees are cumulative for the whole year.

### **LOCKERS**

Lockers remain under the jurisdiction of the school even when they are assigned to individual students. The school reserves the right to inspect all lockers. Students have full responsibility for the security of lockers and are responsible for making certain they are appropriately closed, locked and that the combination is not available to others. Searches of lockers may be conducted at any time there is reasonable cause to do so, whether the student is present.

Students are to only use the locker assigned to them and are not to share lockers. Students should not give their locker combination to other students. Stickers, signs, posters, etc., are not allowed on the outside of the lockers. If students have issues or concerns with their lockers (including jams, forgotten combinations etc.) they are to inform their POD Captain.

### **LOST AND FOUND**

Lost and Found is located on the stage. Students who find items should turn them into the receptionist, such as glasses, purses, jewelry, phones, electronics, I.D.s and other items of value. All other items can be placed on the stage such as water bottles, books, lunch kits, jackets and clothing items. Unclaimed Lost and Found items are donated to a local charity at the end of each semester.

### **LUNCHES**

Forgotten lunches or lunch money may be brought to the office by parents. Please put the student's full name and grade level on the lunch. For the safety of our students, only those people listed on the student's emergency card may deliver food for a student. A government-issued ID is required. Due to allergies and other nutritional issues, students/guardians are not allowed to bring in food for other students without written prior approval from the student's parents. **Food deliveries from outside delivery companies will not be allowed for any reason (Door Dash, Uber Eats, Dominoes, etc.)**

Forgotten lunches or purchased lunches may not be delivered on closed campus testing days. These days students do not follow the regular bell schedule. Students may purchase lunch from the cafeteria or bring their lunch from home. Microwaves are not to be used during testing days.

Each student has a meal account where funds may be deposited by sending cash or check to the campus cafeteria or by accessing [www.parentonline.net](http://www.parentonline.net) to make a payment online using a credit card. As a convenience, we encourage students to place money in their lunch account. The lunch account is not for specific days. This means that if you place \$20.00 into the account, and you decide to bring lunch, the money will not be deducted. The lunch account money can be used in any of the cafeteria lines. If students forget their money or their funds are diminished, they will be allowed to charge "MEALS ONLY" (no ala carte purchases) not to exceed \$5.00. After the charging limit has been reached, the student will be served the courtesy meal consisting of a peanut butter and jelly sandwich or a cheese sandwich and a choice of milk at no cost. Negative balances must be paid off at the end of each school year. If a student account has a negative balance from the previous school year, the account will be deactivated (a restriction will be placed on the account and no charging will be allowed). A re-activation fee must be paid before the account is activated.

### **MENTORS**

Students who are assigned to a mentor through the PISD RISE Mentor Program will meet weekly for 30 minutes with their mentor during one of their elective times or Bobcat Hour. There is a designated area made available for students and mentors to meet. The Counseling Clerk will coordinate all mentor/student services.

### **OFF CAMPUS PE**

Students who have completed the off-campus PE approval process are to be picked up daily at 3:00 pm. During closed campus days and early release days, changes to this time will be made. All changes to the schedule will be communicated by the Counselors' office.



### **PACKAGE/MESSAGE DELIVERY**

Due to the distractions and interruptions to the instructional program, the school will hold all floral arrangements and balloon bouquets, etc. in the office until five (5) minutes before school is out. The student may come by the office to get his/her items before leaving the building. No food deliveries to students from outside companies will be accepted. Packages and non-emergency messages may not be delivered to students on shut-down testing days.

*No deliveries will take place on simulation or STAAR testing dates. Refer to the Pearland ISD testing calendar. Dates are subject to change.*

### **PARENT VOLUNTEERS**

Miller Junior High has an active PTA and volunteer program and welcomes participation from all parents/guardians and members of the community. Opportunities for volunteers are numerous and varied. These opportunities include monitoring the cafeteria during lunch, tutoring students, Xeroxing for teachers, working with clubs, assisting in the library, and helping in the office. Please call the BMJH office or the PTA President if you would like to volunteer.

Every volunteer must complete a PISD background check. This form can be found and completed online at [www.pearlandisd.org/miller](http://www.pearlandisd.org/miller). Volunteers are not to disrupt the educational environment and must not attempt to use this time to discuss matters with teachers.

### **PARKING**

Parents and community members are welcome at BMJH. Parking is available in front of the school. Do not park in the fire lanes or block entrances/exits. The Fire Marshall will issue tickets for parking violations. Visitors must sign in at the front receptionist's desk.

### **PERSONAL PROPERTY**

Students are discouraged from bringing to school any valuable personal property (such as expensive jewelry or large sums of money). Please write the student's name in clothing that might be misplaced (coats, sweaters, etc.) and clearly label any other personal property. **If personal property is lost at school, an effort will be made to recover the lost items; however, the school is not liable for any lost or stolen student property.** When going to physical education, students should leave their valuables and purses in their locked hall or PE lockers.

### **PHYSICAL EDUCATION UNIFORMS**

PE uniforms are required for physical education and athletics classes. **Students will NOT be allowed to wear their PE/Athletic uniforms outside of their PE/Athletic class period.**

### **PLEDGES OF ALLEGIANCE AND A MINUTE OF SILENCE**

Each school day, student will recite the Pledge of Allegiance to the United States flag and the Pledge of Allegiance to the Texas flag. Parents may submit a written request to the principal to excuse their child from reciting a pledge. State law requires that one minute of silence follow recitation of the pledges. Each student may choose to reflect, pray, meditate, or engage in any other silent activity during that minute so long as the silent activity does not interfere with or distract others.

### **PROGRAM/ASSEMBLY GUIDELINES**

Parents/guardians and community members are welcome to attend school programs, except where space is limited. Every effort will be made to keep parents/guardians informed of upcoming events. Please check the campus calendars, Twitter, Facebook, digital marquee or website: [www.pearlandisd.org/berrymiller](http://www.pearlandisd.org/berrymiller).

### **PTA COUNCIL**

The Pearland Council of PTAs exists to serve the local Pearland PTAs. The Council provides leadership training to PTA members, gives PTA-job training to local PTA committee chairpersons, coordinates various PTA programs



throughout the district, awards scholarships to teachers and students, hosts various informational meetings during the year, and assists PTA presidents and members when problems or questions arise.

### **STUDENT RECORDS**

A student's school records are confidential and are protected from unauthorized inspection or use. A cumulative record is maintained for each student from the time the student enters the district until the time the student withdraws or graduates. This record moves with the students from school to school.

By law, both parents, whether married, separated, or divorced, have access to the records of a student who is under 18 or dependent for tax purposes. A parent whose rights have been legally terminated will be denied access to the records if the school is given a copy of the court order terminating these rights.

The principal is custodian of all records for currently enrolled students at the assigned school. The Superintendent is the custodian of all records for students who have withdrawn or graduated. Records may be reviewed during regular school hours upon completion of a written request. The records' custodian or designee will respond to reasonable requests for explanation and interpretation of the records.

Parents of a minor or a student who is a dependent for tax purposes, the student (if 18 or older), and school officials with legitimate educational interests are the only people who have general access to a student's records. "School officials with legitimate educational interests" include any employees, agents, or Trustees of the District, or cooperatives of which the district is a member, or facilities with which the district contracts for the placement of handicapped students as well as their attorneys and consultants who are:

1. Working with the student.
2. Considering disciplinary or academic actions, the student's case manager, or a handicapped student's Individual Education Plan (IEP).
3. Compiling statistical data; or
4. Investigating or evaluating programs.

Certain other officials from various government agencies may have limited access to the records. The district forwards a student's records upon request and without prior consent to a school in which a student seeks or intends to enroll. Parental consent is required to release the records to anyone else. When the student reaches 18 years of age, only the student has the right to consent to release records, unless the student remains a dependent for tax purposes.

The parent's or student's right of access to and copies of student records does not extend to all records. Materials that are not considered educational records, such as teachers' personal notes on a student that are shared only with a substitute teacher and records pertaining to former students after they are no longer students in the district, do not have to be made available to the parent or student.

Students over 18 and parents of minor students may inspect the student records and request a correction if the records are inaccurate, misleading, or otherwise in violation of the student's privacy or other rights. If the District refuses the request to amend the records, the requester has the right to a hearing. If the records are not amended because of the hearing, the requester has thirty (30) school days to exercise the right to place a statement commenting on the information in the student's record. Although improperly recorded grades may be challenged, parents and students are not allowed to contest a student's grade in a course through this process. Parents or students have the right to file a complaint with the U.S. Department of Education if they believe the district is not in compliance with the law regarding student records. Copies of student records are available at a minimal cost per page payable in advance.

Parents may be denied copies of a student's records: (1) after the student reaches age 18 and is no longer a dependent for tax purposes; (2) when the student is attending an institution of post-secondary education; (3) if the parent fails to follow proper procedures and pay the copying charge; or (4) when the District is given a copy of a court order terminating the parental rights. If the student qualifies for free or reduced-price lunches and the parents are unable to



view the records during regular school hours, upon the written request of the parent, one copy of the record will be provided at no charge.

### **SUBSTITUTE TEACHERS**

When a regular teacher is absent, a qualified substitute teacher will be employed. The substitute is instructed to make a report to the regular teacher of any discipline problems that arise. The substitute is also instructed to send a student who commits a serious offense or one who persists in committing minor offenses to administration for disciplinary action.

### **SUICIDE AWARENESS & MENTAL HEALTH SUPPORT**

Miller is committed to partnering with parents to support the healthy mental, emotional, and behavioral development of its students. If you are concerned about your child, please access Texas Suicide Prevention or contact a school counselor for more information related to suicide prevention and to find mental health services available in our area.

### **SUMMER SCHOOL**

Students may attend summer school to repeat failed courses during the regular term. Those who have successfully completed the eighth grade are afforded the opportunity to enroll in original credit high school courses.

Students may take a maximum of two courses during the summer term. To ensure credit for courses taken, students must receive prior approval to attend summer school from their Counselor. Further information regarding summer school fees and schedules will be published prior to registration and will be available from the Counselor in April/May.

### **SUPERVISION**

Supervisory personnel are on duty from 7:45 am to 4 pm. If students come to school before or stay after the listed times, there may be no one to supervise them unless it is a scheduled extracurricular activity. During most extracurricular activities, an administrator will be on duty.

### **TECHNOLOGY**

- Students and parents/guardians should know and understand the district's Acceptable Usage Policy.
- Internet usage is closely scrutinized. If students do not follow the district's guidelines, they can lose all technology privileges and possibly receive school discipline.
- Students cannot allow their peers to use your account/password.
- Parents are responsible for the cost of repairs. *Refer to district technology fee prices.*

PISD students are required to have a district issued laptop device for instructional purposes. It is suggested that students label devices. Also, the device must be fully charged prior to the start of each school day and students should bring their charger daily. District devices must always connect to the campus Wi-Fi. Failure to bring district laptop and/or charger may result in disciplinary consequences.

Students will be responsible for their district device and charger. No other technology or electronics are allowed during the instructional day.

- **Students are not permitted to use devices for taking pictures or recording videos unless specifically directed and supervised by a teacher.**
- **The school will not be responsible for lost/stolen/damaged property, even if the property was being used for school related purposes.**
- **Electronic devices are NOT to be used in the hallways, restrooms, or locker rooms AT ANY TIME. "Not Seen, Not Heard, Not Taken"**



*Parents should not use their student's cell phone as a method of communication during the school day. Instead, parents should call the school (281-997-3900) and a message can be delivered to the student. Students are allowed to use the phone in the office waiting area for any reason before school, after school, and during lunch. They may also use the phone in the office waiting area during the school day with permission and a pass from their teacher.*

### **TEXTBOOKS**

State-approved textbooks are provided free of charge for Math, Science, English Language Arts/Reading (ELAR) and Spanish. Math and science textbooks are consumable and may be kept by the student at the end of the year. If lost, textbooks will not be replaced. The student will utilize the online version of the book for the remainder of the year. Algebra 1, Spanish and ELAR textbooks will be classroom sets only but students will have access to the textbook online. Books will be at the discretion of the teacher.

*Online textbooks are located on the Pearland ISD website under Curriculum & Instruction.*

### **VISITORS**

Students are not allowed to bring friends, relatives, or siblings to school to visit during the school day, as student visitors are not under our jurisdiction. Parents are welcome to visit our school during scheduled events throughout the school year. Visitation arrangements at times different from these can be made but must have administrative approval.

Parents and/or those people listed on the student's emergency card may come and have lunch with the student at their scheduled lunchtime only. All campus visitors must report to the office for check-in and must have a driver's license or form of identification.

### **WITHDRAWAL FROM SCHOOL**

All students withdrawing from school must initiate the withdrawal procedure in the office. Students must be accompanied by a parent/guardian to state the reason and date of withdrawal. The student's textbooks, laptop, case and charger must be returned, and all other accounts must be cleared before a student's records may be sent to any other school.

## **VI. STUDENT ACTIVITIES**

Students are encouraged to join and participate in many school activities. We want our students to have the opportunity to see if they have interest in a wide range of activities, but sometimes they overextend themselves. Sponsors of these activities make every effort not to put students in the middle of a question over which "practice" or contest the child attends when there is a conflict. However, students need to remember that when they make a commitment to a group to fulfill a responsibility, the group and sponsor will be counting on them.

### **CLUBS AND ORGANIZATIONS**

Participation in student clubs and extracurricular organizations is considered a privilege. **Student clubs and performing groups such as the Band, Choir, Cheer and Athletics may establish rules of conduct and consequences for misbehavior that are stricter than those for students in general.** If an occurrence of misbehavior also violates school rules, the consequences specified by the school shall apply in addition to any consequences specified by the organization. Physical exams are required for students' participation in athletics and Cheer.

**Parents who do not want their child to join a specific club should notify the campus principal in writing.**

Some campus organizations are: Athletic Teams, Band, Cheerleading, Choir, Quiz Bowl, Art Club, Math and Science Club, National Junior Honor Society, Student Council, Yearbook, Future Problem Solvers, Theater, and Robotics.

Requests/proposals for new clubs must be submitted in writing to the campus principal, have a willing on campus



sponsor and a minimum of ten students to be considered. All clubs and organizations formed will follow the same guidelines. Additional information about many of these organizations can be obtained from the club sponsors, on our campus website, and/or from the club sponsors.

## DANCES

Dances are considered a privilege. Two weeks before any scheduled dance, an announcement is made regarding student behavior. ***Any student with two office referrals (including tardies) will not attend the dance. Any student who has been assigned to ISS within the two-week period will not attend.***

School dances will be held periodically during the year. Students are required to follow dress code guidelines and maintain appropriate behavior at all dances. Only current students from BMJH are allowed to attend school dances. If a student is absent on the day of the dance or checks out early from campus on the day of the dance, they will NOT be permitted to attend the dance, even if they have previously purchased a ticket. Refunds will be left to the discretion of campus administration.

Appropriate behavior and dancing are always expected, inappropriate and/or provocative dancing will be grounds for removal from the dance. Should a student be required to leave the dance, parents will be contacted. No one leaving the dance will be re-admitted. If a student leaves the building during the dance, they are expected to leave the premises immediately. Campus administration will make the final decision in determining if either dress or behavior warrants immediate removal. Due to safety concerns, **limousines/party buses are NOT allowed.** Please make other transportation arrangements.

## EXPECTATIONS OF STUDENT SPECTATORS

Students may stay after school for games or other extracurricular activities with prior permission from parents, if they are passing and have not had any disciplinary issues. Below is a list of expectations that each student must meet to stay after school to be a spectator.

- Students must have parental permission prior to dismissal at 3:50 to stay after school.
- Students report to the cafeteria, Quad 4 and sit quietly until an administrator releases the students to the game.
- Students that are failing may not attend extracurricular events until they are passing. Students' grades will be checked through Skyward before each game. This is the official grade we will use.
- Students that have ISS or OSS will not be allowed to attend games until their assignment is complete and may be at the discretion of campus administration.
- Students MAY NOT re-enter the building once they walk to an outdoor game.
- Students cannot leave a game and come back to the field, gym, etc. If a student leaves the venue, they are expected to go home at that point.
- Outside restrooms are available for all spectators, including students.
- Only competing players may enter the locker room on game days. Students may not go into the locker rooms after 4:00 pm, even if they are in athletics.
- Students must display good sportsmanship by cheering on Miller athletes and avoiding negative comments towards the visiting team.
- Students must clean up after themselves and not leave trash in the bleachers or on the floor.
- The same behavior of students is expected at all after school events as during the school day.
- Students will be asked to leave the event and go home if they are displaying inappropriate behavior or representing BMJH negatively.
- Students that disrupt the process of the game or event in any way will be asked to leave.
- If a student is asked to leave a game or event, they may be suspended from all future activities.
- Students are responsible for their personal belongings.
- Students must secure a ride home BEFORE they choose to stay for the activity or event.
- Students must be picked up no later than 15 minutes after the end of the event. If a student remains on campus



15 minutes after the end of the event more than once, they will not be allowed to attend ANY future games or events.

- Students should prepare to have someone pick them up at 6 pm for football games and 6:30 pm for volleyball/basketball games; however, students should call for their ride home no later than the beginning of the 4<sup>th</sup> quarter to make sure they are picked up on time. Administration on duty will give reminders to ensure students are communicating with their parent/guardian for pick up.

### **FUNDRAISERS**

Individual student fundraisers will not be allowed. The appropriate department will handle “organizational” fundraisers, and prior approval from the office is required. Examples of these organizations would include Cheerleading, Athletics, Band, Choir, Theater, or Math and Science Club.

All community service fundraisers will donate to one specific charity, determined at the beginning of each school year. Students may not sell items for non-school sponsored fundraisers on campus.

### **HIGH SCHOOL EXTRACURRICULAR ACTIVITIES**

The junior high school works closely with the high schools to make our extracurricular events an orderly, pleasant event. All BMJH students who attend these events and do not sit with their parents will be expected to behave appropriately and sit in the area designated for students. Students may not loiter beneath the stands, in hallways, restrooms, etc. Students must follow the Pearland ISD Code of Conduct at all extracurricular activities and are subject to discipline consequences.

### **NATIONAL JUNIOR HONOR SOCIETY**

Membership in the National Junior Honor Society, NJHS, is an honor bestowed upon deserving students by the faculty of Berry Miller Junior High, and shall be based on the criteria of scholarship, service, leadership, citizenship, and character. Once minimum eligibility criteria deem students eligible for NJHS, students will apply for the honor society by written application. The NJHS Faculty Council reviews the applications and is composed of faculty members from various disciplines. Candidates shall be considered based on their service, leadership, citizenship, and character. The final decisions of the NJHS Faculty Council decisions are final.

#### **Minimum Eligibility Criteria:**

- Seventh grade student in the spring semester.
- Attendance for a period of at least one semester at Berry Miller Junior High.
- Must be enrolled in at least 2 PAP courses and have a 90 in **ALL** courses for each grading period T1, T2 & T3
- Must have an S or E in citizenship for ALL grading periods T1, T2, & T3
- Must not have served ISS, OSS, or ALA during the current school year

### **PEP RALLIES**

Pep rallies are designed to bring about school spirit, unity, good sportsmanship, and support for our teams, clubs, and organizations. Students will follow the Bobcat Expectations showing positive support for our student groups being represented, visitors, and performances. Negative behavior, comments, and chants will not be allowed. Students engaging in this type of activity will be immediately removed and not be allowed to attend pep rallies in the future.

### **SPIRIT DAYS**

Periodically throughout the school year, students will be allowed a dress code release for certain Spirit Days. Certain dress code requirements will still be in effect. We suggest that students bring a back-up outfit option if they are unsure of their clothing choice. Guidelines for the Spirit Day attire will be communicated to students prior to the scheduled Spirit Day.

## **VII. STUDENT SERVICES**



**BUS TRANSPORTATION**

Free transportation is provided for students who live more than two miles from school. Those students who live two miles or less from the school will pay an annual transportation fee (may be made in 10 monthly payments) as follows:

	<b>1 Student</b>	<b>2 Students</b>	<b>3 or more Students</b>
<b><u>Regular Rate</u></b>	<b><u>\$640/yr</u></b> <b><u>\$64/month</u></b>	<b><u>\$740/yr</u></b> <b><u>\$74/month</u></b>	<b><u>\$840/yr</u></b> <b><u>\$84/month</u></b>
<b><u>Reduced Lunch Eligible</u></b>	<b><u>\$320/yr</u></b> <b><u>\$32/month</u></b>	<b><u>\$370/yr</u></b> <b><u>\$37/month</u></b>	<b><u>\$420/yr</u></b> <b><u>\$42/month</u></b>
<b><u>Free Lunch Eligible</u></b>	<b><u>\$160/yr</u></b> <b><u>\$16/month</u></b>	<b><u>\$190/yr</u></b> <b><u>\$19/month</u></b>	<b><u>\$210/yr</u></b> <b><u>\$21/month</u></b>

**COUNSELING SERVICES**

Counselors are assigned to each school to help teachers meet the needs of individual students and to help students select courses. Counselors are also available to students, parents, and teachers for consultation on any issue that affects a student's life. Parents are encouraged to call or set appointments with either the grade level counselor or Student Support Counselor. Students are only allowed to go to the counselor's office with the permission of the counselor or their teacher during that period.

**FOOD SERVICES**

The district participates in the National School Lunch and Breakfast Programs and offers students nutritionally balanced meals daily. Students have the choice at lunch between a plate lunch and ala carte lunches. All selections offer a variety of preparations. Families in need of financial assistance may apply for reduced or free lunches. Information about a student's participation is confidential. An income formula is used to determine qualifications of a student.

Breakfast price is \$1.45 for students (free reduced), \$2.75 for adults

Lunch price is \$3.00 for students (\$.40 reduced), \$5.00 for adults

**HEALTH SERVICES**

A nurse will be on campus daily. Students who become sick or have an accident at school will be escorted to the nurse's office. Students who become ill at school must check in with the nurse to be assessed before calling their parents. Students are not allowed to use their personal cell phones to contact parents.

Emergency Medical Cards: Parents shall complete an emergency card form each year that includes a place for parental consent for school officials to obtain medical treatment for the student, as provided by law. Parents should also be asked to supply other information that could be required in case of an emergency. Parents should update this information as often as necessary. **NO OUTSIDE MEDICAL TREATMENT CAN BE OBTAINED WITHOUT THIS FORM.**

Illness at School: Your child cannot remain at school with:

1. Fever of 100 degrees or higher
2. Undiagnosed rash
3. Vomiting
4. Diarrhea
5. Red, inflamed, or discharging eyes
6. Body or Head Lice

Students may not return to school after a temperature of 100 degrees or higher until they have been without fever for 24 hours without the use of fever reducing medication.

If the nurse sends your child home from school, he/she must bring a note stating the nature of the illness to the attendance office when he/she returns to school. If your child is absent for more than three (3) days, a doctor's note will



be required. If your child has an injury or illness that requires special attention at school, a doctor's note will be necessary.

**Immunizations:** The Texas State Law requiring immunizations states that all students must have current immunizations to remain in a public school system. All students must have a second measles immunization by their 12<sup>th</sup> birthday. A Td booster is required 10 years after the last booster was obtained. This is usually around the age of 14. Please check your child's immunization record to be sure immunizations are up to date. The nurse will mail a reminder to your home at least one month before an immunization is due. The parent must provide the nurse with documentation that the child received the required immunization. If our records are incorrect, please provide us with the correct information so that your child's record may be updated. Your child will not be allowed to attend school without current immunizations.

#### [Immunization Information](#)

**Medications:** When possible, all medication should be given at home. However, some medication will be dispensed at school according to the following guidelines:

1. Written permission and specific directions for administration of medication are required. Directions must include student's name, date, name of medication, dosage, route of administration, and time to be administered.
  - a. A physician's authorization form must be signed by the physician or dentist and parent if a medication is to be administered for longer than 10 consecutive days.
2. All medication must be provided by the parent in the original container.
3. Medication must not expire.
4. All medication must be brought to the clinic by the parent or on arrival to school.
5. The student may not carry or administer any medication to himself/herself. However, Texas law permits students to carry and self-administer prescription asthma or anaphylaxis emergency medications if certain criteria are met. The authorization form for "Student Self-Administration of Asthma or Anaphylaxis Medications" must be on file.
6. The School Nurse or healthcare assistant will supervise storage and dispensing of medication.
7. If the medication is new to the student, the first dose of the medication must be given at home.
8. Pearland ISD uses the Texas Department of State Health Services guidelines for medication administration found at the following link: [Guide to Medication Administration in the School Setting](#)

**Screening Programs:** Screening programs are required by State Law and are conducted for growth and development, vision, hearing, and scoliosis. These programs usually take place in PE or athletic classes at the beginning of each semester. Your child may have had health changes during the summer recess or have changes during the school year. Please notify the school Health Care Assistant about any health-related problems. In return, she will inform the necessary staff members and adjust so that your student can have a successful year. [Screening Programs](#)

#### **LIBRARY/MEDIA SERVICES**

The library is available to students in the mornings from 8:00 a.m. until 8:30 a.m. every day, unless being used for meetings or special events. Overdue notices are sent weekly through classes to students who have overdue books or fines. Fines are five (5) cents per day. Magazines and reference materials may be checked out overnight.

#### **TELEPHONE**

Students are allowed to use the phone in the front office waiting area before school, after school, or during lunch. They may also use the phone during the school day with permission and a pass from their teacher. Parents should not use their student's cellphone as a method of communication during the school day, instead, parents should call the school 281-997-3900 and a message can be delivered to the student. Students will not be called to the telephone unless there is an emergency.



## VIII. BELL SCHEDULES

### Friday Bell Schedule

8:35 - 9:25	1 <sup>st</sup> Period	12:48-1:38	5 <sup>th</sup> Period
9:29 - 10:19	2 <sup>nd</sup> Period	<b>1:42 - 2:07</b>	<b>Homeroom</b>
10:25 - 11:15	3 <sup>rd</sup> Period	2:11 - 3:01	6 <sup>th</sup> Period
11:19 - 12:44	4 <sup>th</sup> Period	3:05 - 3:55	7 <sup>th</sup> Period

*11:19 - 11:54 Lunch A*

*12:09 - 12:44 Lunch B*

### Bobcat Hour Bell Schedule

8:35 - 9:25	1 <sup>st</sup> Period	<b>12:11-1:13</b>	<b>Bobcat Hour</b>
9:29 - 10:21	2 <sup>nd</sup> Period	1:17-2:07	5 <sup>th</sup> Period
10:25-11:15	3 <sup>rd</sup> Period	2:11 - 3:01	6 <sup>th</sup> Period
11:19-12:09	4 <sup>th</sup> Period	3:05 - 3:55	7 <sup>th</sup> Period

## VIV. BOBCAT INCENTIVES

Students may be recognized for following the Bobcat Expectations and for going above and beyond both academically and behaviorally. Students can earn Bobcat Bucks and Bobcat SIP (Student Incentive Program) Cards throughout the school year. Incentives may include passes for extra credit, 1<sup>st</sup> in line at lunch, free book, ice cream pass, sit in teacher’s chair, lunch on the patio, etc.

GOLD CARD	SILVER CARD
Criteria	Criteria
90-100% grade in every course per nine weeks	80% or above in every course per nine weeks
No more than <b>ONE</b> tardy for <u>current</u> nine weeks	No more than <b>TWO</b> tardies for <u>current</u> nine weeks
No discipline referrals or detentions	No discipline referrals or detentions
No electronics infractions	No electronics infractions
No more than one replacement ID	No more than one replacement ID
Incentives	Incentives
1 Tardy Free Pass	1 Tardy Free Pass
1 Homework Pass	1 Homework Pass
1 More Day Pass without Point Deduction	1 More Day Pass without Point Deduction
1 Bonus Coupon (+5 daily assignment)	Bobcat Hour privileges
1 Bonus Coupon (+3 on major assignment)	1 Bonus Coupon (+5 daily assignment)
PTA Reward	PTA Reward
Cut to Front of Line in Cafeteria Pass	
Free Replacement ID	
Bobcat Hour privileges	

*This handbook was compiled to help parents and students understand the school’s operating*



*procedures. Thank you for your support in helping us establish and maintain a safe and positive environment.*

**BERRY MILLER JUNIOR HIGH  
STUDENT HANDBOOK ACKNOWLEDGMENT  
2025-2026**

Dear Student and Parent:

The purpose of the Student Handbook is to assist students, parents, and educators in the achievement and maintenance of an environment that will facilitate learning. Therefore, it is important that each student understands and agrees to follow the rules and procedures outlined in this handbook. Further, it is important that parents assist students in understanding and complying with these procedures.

All students and parents are asked to read the contents of this handbook and discuss the information together. Upon having the opportunity to read this information, it is requested that you sign this form and return it to school.

The student and parent should each sign this page in the space provided below and then return the page to Berry Miller Junior High.

Thank you,  
Tony Barcelona  
Principal

My student(s) and I have been offered the option to receive a paper copy or to electronically access at [www.pearlandisd.org/berrymiller](http://www.pearlandisd.org/berrymiller) the Berry Miller Junior High Student Handbook. I understand that the handbook contains information that my child and I may need during the school year.

I have chosen to:

- Receive a paper copy of the Berry Miller Junior High Student Handbook.
- Accept responsibility for accessing the Berry Miller Junior High Student Handbook by visiting the Web address listed above.

Print name of student: \_\_\_\_\_

Signature of student: \_\_\_\_\_

Print name of parent: \_\_\_\_\_

Signature of parent: \_\_\_\_\_

Date: \_\_\_\_\_

School: \_\_\_\_\_ Grade level: \_\_\_\_\_

**Please sign this page and return it to Berry Miller Junior High.**