

# ALBRIGHT MIDDLE SCHOOL

## (281) 983-8411

**Principal**  
Lori Wyatt

**Assistant Principals**

Monica Jones  
Dr. Alicia Kerr  
Harold Veracochea

**Counselors**

Kendralyn Bourgeois  
Shirley Garrett  
Kenyata Ohuonu  
Eanisha Washington

**Attendance Office**

Enitan Boyo

**Registrar**

Cathy Baltz

### **GUIDELINES FOR SUCCESS**

1. **Respect** yourself and others.
2. Comply with **rules** and policies.
3. Be **responsible** and accountable.

**R<sup>3</sup> = RESPECT  
RULES  
RESPONSIBILITY**

### **ALIEF ISD CALENDAR**

**FIRST DAY OF INSTRUCTION**

August 6, 2020

**LAST DAY OF INSTRUCTION**

June 3, 2021

**HOLIDAYS**

Labor Day	<b>September 7, 2020</b>
Student Holiday/Staff Development Day	<b>September 28, 2020</b>
Student/Staff Holiday	<b>October 5 - 9, 2020</b>
Student/Staff Holiday	<b>November 3, 2020</b>
Thanksgiving Holidays	<b>November 23-27, 2020</b>
Student Holiday/Staff Development Day	<b>November 30, 2020</b>
Winter Break	<b>Dec. 21 - Jan. 1, 2021</b>
Student Holiday/Staff Development Day	<b>January 4, 2021</b>
Martin Luther King, Jr. Holiday	<b>January 18, 2021</b>
Student/Staff Holiday	<b>February 8 - 12, 2021</b>
Student Holiday/Staff Development Day	<b>February 22, 2021</b>
Spring Break	<b>March 15 – 19, 2021</b>
Good Friday	<b>April 2, 2021</b>
Student/Staff Holiday	<b>April 26, 2021</b>
Memorial Day	<b>May 31, 2021</b>



**STUDENT NAME – GRADE**

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<u>7<sup>th</sup> Grade</u>		<b>Bell Schedule</b> (Mon/Tues/Thurs/Fri)		<u>8<sup>th</sup> Grade</u>	
<b>Period 1</b>	8:40 – 9:28			<b>Period 1</b>	8:40 – 9:32
<b>Period 2</b>	9:32 – 10:18			<b>Period 2</b>	9:36 – 10:22
<b>Period 3</b>	10:22 – 11:08			<b>Period 3</b>	10:26 – 11:12
<b>Period 4</b>	11:12 – 12:31			<b>Period 4</b>	11:16 – 12:35
<b>Period 5</b>	12:35 – 1:21			<b>Period 5</b>	12:39 – 1:25
<b>Period 6</b>	1:25 – 2:11			<b>Period 6</b>	1:29 – 2:15
<b>Period 7</b>	2:15 – 3:01			<b>Period 7</b>	2:19 – 3:05
<b>Period 8</b>	3:05 – 4:00			<b>Period 8</b>	3:09 – 4:00

### MY SCHEDULE

	<b>Course</b>	<b>Teacher</b>	<b>Room</b>
<b>Period 1</b>	_____	_____	_____
<b>Period 2</b>	_____	_____	_____
<b>Period 3</b>	_____	_____	_____
<b>Period 4</b>	_____	_____	_____
<b>Period 5</b>	_____	_____	_____
<b>Period 6</b>	_____	_____	_____
<b>Period 7</b>	_____	_____	_____
<b>Period 8</b>	_____	_____	_____

### GRADING PERIODS

August 6 – October 2	40 days
October 12 – December 18	43 days
January 5 – March 12	42 days
March 22 – June 3	51 days

# PARENT/STUDENT INFORMATION

## 2020-2021

### SCHOOL-WIDE RULES

- \* Arrive at school and to each class on time, prepared, and with supplies/assignments.
- \* All students are required to **wear a mask** and follow social distancing guidelines.
- \* Follow all directions **the first time given**.
- \* Be an active learner and stay on task.
- \* Treat others and their property with respect and dignity.
- \* Respect everyone's right to learn and/or teach.

### THINGS YOU MUST KNOW ABOUT ALBRIGHT MIDDLE SCHOOL

- \* School Hours - **8:40 to 4:00** Monday - Friday
- \* We will not have early dismissal until further notice
- \* This planner/assignment book is issued to all students at the beginning of school. **It will also serve as your hall pass daily. (Replacement planners are \$5.00)**
- \* Visitors will only be allowed by appointment. Contact the campus to schedule an appointment.
- \* Students will be issued one I.D. badge and must wear their ID badges **at all times** while in the school building and on the bus. **(Replacement badges will cost \$5.00).**
- \* **All cell phones and/or Electronic Devices (ECED) are not to be visible, used, OR turned on during the school day.** All Electronic Devices (ECED) that are on or visible will be confiscated by school staff.
  - **Per district policy, parents/guardians must pay \$15 (cash only) to recover the item.** Parents/guardians must pick up cell phones and/or electronic devices (ECED) between 9:00AM – 3:00 PM.
- \* Students will not be required to dress out for PE until further notice.
- \* Both breakfast and lunch will be served daily. Breakfast is free for all students. Lunch is available free of charge for those who qualify. Optional a la carte items are available and typically cost between \$.50 and \$2.00 per item.
- \* Transportation - Bus service will be provided for students who live two miles or more from campus or who lack a safe walking route to school.

- \*      Bike riders are to lock their bikes (with a heavy chain) to the bike racks provided on the West and North sides of the building. Students are to walk their bikes while on sidewalks. Bike serial numbers should be recorded by students and their parents and kept at home.
- \*      In the hallways, students are to walk on the right side of the hallway and use the appropriate stairwell. Conversational voice levels are expected. Students are to “walk and talk”; standing and visiting are not appropriate.
- \*      Students have 30 minutes for lunch and are expected to behave properly in the cafeteria. Students should go through the lunch line **once** and then **remain seated at their assigned table**. Students are expected to: talk to students seated close to them and to use an appropriate voice level and keep their table clean (as well as the floor under and next to their table). Students may not leave the cafeteria during lunch without permission and a hall pass.
- \*      **Students may bring a refillable water bottle. All fountains will be closed until further notice.**
- \*      Principal’s detention is after school. Students are to be on time, remain quiet, work on homework, read, or study during detention. Students assigned to detention are given a yellow copy of the discipline referral which is to be signed by a parent and used as a pass to enter detention.
- \*      Some items should not be in the possession of students while at school or on buses and are subject to being confiscated by school staff. These include (but are not limited to): bandanas, rosaries worn around the neck, gum, candy, toys, games, cameras, laser pointers/pens, water guns, weapon replicas, knives (of any kind), permanent markers, “sharpies”, aerosol/spray containers, glass containers, etc. **The school is not responsible for items confiscated.**
- \*      Students are not to bring large amounts of money or other valuables to school. **Students, not the school, are responsible for their personal property.**

## **CLASSES**

All students will take academic classes including Math, English Language Arts and Reading, Science, and Social Studies. 7<sup>th</sup> Graders will take Physical Education and 8<sup>th</sup> Graders will have the chance to take some electives for H.S. Credit.

## **SCHEDULES**

All students will receive a class schedule for the first semester on the first day of school.

**MORNING PROCEDURES**

- \* **No student drop off before the building opens at 8:00 a.m.**
- \* On school days, students may begin entering the building at 8:05 AM
- \* Grab and Go Breakfast is available to all students in the cafeteria. All students will report to Homeroom upon arrival to school.

**ATTENDANCE POLICIES**

- \* Students are required to attend school a minimum of 90 percent of the school days held. If a student is absent, a parent or guardian must send a signed and dated note **within three school days** of the absence in order for the absence to be excused. On the 4<sup>th</sup> consecutive day of absence, a doctor’s note is required in order for the absence to be excused.
- \* If a student has a doctor or dentist appointment and brings a note from a health care professional to the attendance office **within three school days**, the absence will be excused.
- \* No more than 10 notes per student will be accepted from a parent/guardian. After 10 notes received, a doctor’s note will be required.
- \* Students absent more than eighteen days may be required to attend Summer School.
- \* Students late to school must report to the Attendance Office and will be issued a late pass.
- \* Students must be in class by 8:40 a.m. or they will be considered tardy.
- \* **Students are expected to be in each class when the tardy bell rings. Excessive tardies will result in a referral to an Assistant Principal.**
- \* Every 9 weeks, tardies will reset and one warning will be eliminated.
- \* Tardy slip example below:



**Tardy Slip**



Name: \_\_\_\_\_ Tardy Period: \_\_\_\_\_  
 Student ID: \_\_\_\_\_ Total # Tardy : \_\_\_\_\_  
 Marking Period: 1st 2nd 3rd 4th

	Warning	
	Parent Letter Sent Home (Referral)	
	1 day of Detention (1 Hr)	Date: _____
	Wednesday Detention (2 Hrs)	Date: _____
	Full day of SAC/Parent Conference	Date: _____
	2 Days of SAC/1/2 Day Reverse Suspensi	Date: _____
	CLC Placement	Date: _____

Detentions are held immediately after school and bus transportation is provided. All detentions dismiss at 5:15 PM.

Staff Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## ID BADGES

For the safety and security of all students and staff, everyone is expected to wear an ID badge every day at Albright Middle School. ID badges must not have any markings, defacement, or stickers attached. Students arriving to campus without an ID badge are immediately issued a temporary ID. Replacement ID badges are \$5.00 each. If a student is unable to pay at the time that the badge is issued, the fee is placed on his/her account. Until the account is cleared, the student will have a **Loss of Privileges** which means the student will be unable to attend school dances, student vs. staff athletic events, end of school incentive activities, and other events.



### ID Slip



Name: \_\_\_\_\_ Period: \_\_\_\_\_  
Student ID: \_\_\_\_\_

1 <sup>st</sup> IDV:	Warning
2 <sup>nd</sup> IDV:	Warning
3 <sup>rd</sup> IDV:	Warning
4 <sup>th</sup> IDV:	Parent Letter Sent Home (Referral/Print ID/Hold)
5 <sup>th</sup> IDV:	1 day of Detention (1 Hr)
6 <sup>th</sup> IDV:	Wednesday Detention (2 Hrs)
7 <sup>th</sup> IDV:	Full day of SAC/Parent Conference
8 <sup>th</sup> IDV:	2 Days of SAC

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

Detentions are held immediately after school and bus transportation is provided. All detentions dismiss at 5:15 PM. Students who are unable to purchase a temporary ID will be sent to SAC. Temporary IDs are 25 cents per occurrence.

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

## LIBRARY

Students may begin visiting the Albright Library as soon as they have received their ID badge and attended library orientation at the start of the school year. Students must have a picture ID to use the library and checkout books.

Books are checked out to students for two-week periods. Overdue books are subject to a daily fine. Students may not check out books if they have any outstanding overdue fines, damage fines, or charges for lost books. Charges for lost or damaged books will be based on current book prices. Report cards will be held for students who have overdue library books. Lost and damaged books must be paid for in cash. If the book is found, money will be reimbursed when the book is returned in good condition. **Library hours are Monday – Friday 8:15 a.m. to 4:00 p.m.** Students must have a pass to come to the library unless visiting the library with a class and teacher.

## TEXTBOOKS

Students will have a classroom set of textbooks to use in most classes. Students will have the opportunity to check out textbooks to take home for use with homework.

## **GRADE REPORTING**

Students will receive Progress Reports every three weeks. Report Cards are mailed home every nine weeks. Parents can register online (see the Albright website) for Home Access. This service allows you to sign up for emails, grade reports, and the ability to check your child's grades at any time.

Students may be recognized for their academic achievements by making the Honor Roll. To qualify for Honor Roll students must have one of the following:

- ☐ All A's and no B's with no N's or U's in conduct
- ☐ A's and one B with no N's or U's in conduct
- ☐ A's and two B's with no N's or U's in conduct

## **HOMEWORK**

Homework is used to reinforce, practice, and/or prepare for concepts and skills learned in class. Homework is assigned daily in all academic classes and is expected to be completed before the next time the class meets. Students should use this planner to write down assignments and due dates.

Parents are encouraged to help their children develop good study habits by providing at least one hour each night for completion of homework, study, or reading. A quiet place, at a conveniently scheduled and consistent time, helps students learn. Parental involvement in homework is encouraged.

## **ALBRIGHT DRESS CODE**

Albright Middle School has a dress code that provides students with numerous choices, yet ensures that all our children are dressed for success. In addition to Alief ISD's dress code (found in the student handbook and on the district's website), Albright's mode of dress is outlined below. If there is ever a concern or question about the dress code, please call the school.

**All students are required to wear a mask at all times while at school and on school buses.**

**Shirts:** Solid colors, short sleeve or long sleeve polo-type shirts (**logos no bigger than your fist**) in navy blue, white, gray or forest green. T-shirts worn under clothing are required to be school colors (navy blue, white, gray or forest green) without designs or writing. Spirit shirts may be worn any day with regular uniform bottoms.

**Pants:** Navy blue or khaki fitted (not too baggy, too tight, nor belled) pants. Capri pants may be worn. Pants may not be rolled at the ankle. **Pants must be worn at the waist — no sagging!**

**Shorts:** Navy blue or khaki fitted (not baggy). Shorts are to be worn belted at the waist no more than two inches above the knee.

**Skirts:** Navy blue or khaki skirts, split-legged attire, or jumpers may be worn no higher than two inches above the knee and with a uniform shirt.

**Sweatshirts:** Solid colors, fitted (not baggy) and plain, in navy blue, white, gray or forest green (**logos no bigger than your fist**). "Albright" sweatshirts are allowed and available for purchase.

**Sweaters:** Solid colors, fitted (not baggy) pullover or button down the front Cardigan style (no turtleneck). **Sweaters must be solid in navy blue, white, gray or forest green.** All **sweaters must be worn over a uniform shirt.** Sweaters may **not** be worn tied at the waist (**logos no bigger than your fist**).

**Tattoos:** **Tattoos may not be visible at any time.** No markings or drawings of any kind shall be visible.

**Shoes:** Shoes must be school appropriate. No sandals, house shoes, slides, or flip flops allowed.

**Lanyards:** ID's should be worn around the neck with a school-appropriate lanyard, school issued chain or white string.

**Hats/Hair:** **No hats or caps may be worn or brought to school.** **No bandanas (of any color),** do-rags, sweatbands, or terrycloth headbands. Hair and hair color should be neat and not a distraction.

**Students will be required to change clothes if:**

- ☐ a student is out of uniform
- ☐ shorts, skirts, or jumpers are too short
- ☐ inappropriate attire is worn

**Students out of dress code will be placed in SAC or may be suspended.**