



**John J. Pershing Middle School**  
3838 Blue Bonnet Boulevard  
Houston, Texas 77025  
(713) 295-5240 • Fax (713) 295-5252  
**[www.houstonisd.org/pershing](http://www.houstonisd.org/pershing)**

**Principal**  
Kim Heckman

**Assistant Principal**  
**Last Names A - L**  
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IGALLOWA@houstonisd.org

**Assistant Principal**  
**Last Names M - Z**  
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**School Counselor**  
**Last Names A - L**  
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**School Counselor**  
**Last Names M - Z**  
Ms. Martinez-Suarez  
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**Pershing Middle School**

**THE MISSION OF PERSHING MIDDLE SCHOOL IS TO EDUCATE ALL STUDENTS IN A SAFE,  
ENRICHED LEARNING ENVIRONMENT, TO BECOME RESPONSIBLE, PRODUCTIVE  
CITIZENS IN AN EVER-CHANGING SOCIETY.**

Name: \_\_\_\_\_ Homeroom: \_\_\_\_\_

Room: \_\_\_\_\_ Phone: \_\_\_\_\_ Locker Number: \_\_\_\_\_

It is the policy of the Houston Independent School District not to discriminate on the basis of age, color, handicap or disability, ancestry, national origin, marital status, race, religion, sex, veteran status or political affiliation in its education or employment programs and activities, as required by Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Educational Amendments of 1972; and Section 504 of the Rehabilitation Act of 1973, as amended.

## MESSAGE FROM THE PRINCIPAL

*Dear Pershing Student,*

*Welcome to Pershing Middle School. Pershing Middle School has a tradition of student excellence in and out of the classroom. We hold our students to the highest academic and conduct expectations. Your teachers and school staff are here to support and guide you in your experience at Pershing. I challenge you to sit down with your parents and teachers to formulate your academic and personal goals that you want to accomplish this school year. I know that you will be successful and achieve the goals you set for yourself this year.*

*As you go through the school year, I want you to consider the following . . .*

*Success is not a sometime thing; it's an all the time thing. You don't do things right once in a while; you do them right all the time. Success is a habit. (V. Lombardi). Through constant attention to your academics and achieving your goals, you can repeat success over the course of the year.*

*Before everything else, getting ready is the secret of success (H. Ford). Be prepared for every class and plan your time effectively. Use the tools you have to be organized and successful. Accept responsibility for your learning, your decisions, and your actions.*

*You are the reason why Pershing Middle School is a great Middle School. The level of school spirit is not determined by what the school gives you, but by what you give back. Show your support and enthusiasm for your fellow Pandas in and out of the classroom.*

*Pershing is a great Middle School with a long tradition of excellence. I ask you to become a part of that tradition. Use your time at Pershing to excel academically and explore the different opportunities that are offered to you.*

*I want to wish students a successful and exciting year at Pershing.*

*Go Pandas*

*Kim Heckman, Principal*

## **PERSHING BELL SCHEDULE**

### **REGULAR BELL SCHEDULE**

	<b>A Day</b>	<b>B Day</b>
<b>8:20-8:50</b>	<b>Homeroom</b>	<b>Homeroom</b>
<b>8:55 – 10:05</b>	<b>1<sup>st</sup> Period</b>	<b>6<sup>th</sup> Period</b>
<b>10:10 – 11:20</b>	<b>2<sup>nd</sup> Period</b>	<b>7<sup>th</sup> Period</b>
<b>11:25 – 1:25</b>	<b>3<sup>rd</sup> Period</b>	<b>8<sup>th</sup> Period</b>
<b>LUNCH</b>	<b>A Lunch</b> <b>B Lunch</b> <b>C Lunch</b> <b>D Lunch</b>	<b>11:25 – 11:55</b> <b>11:55 – 12:25</b> <b>12:25 – 12:55</b> <b>12:55 – 1:25</b>
<b>1:30 – 2:40</b>	<b>4<sup>th</sup> Period</b>	<b>9<sup>th</sup> Period</b>
<b>2:45 – 3:55</b>	<b>5<sup>th</sup> Period</b>	<b>10<sup>th</sup> Period</b>

### **EARLY DISMISSAL BELL SCHEDULE**

	<b>A Day</b>	<b>B Day</b>
<b>8:20 - 8:50</b>	<b>Homeroom</b>	<b>Homeroom</b>
<b>8:55 - 9:20</b>	<b>1<sup>st</sup> Period</b>	<b>6<sup>th</sup> Period</b>
<b>9:25 - 9:50</b>	<b>2<sup>nd</sup> Period</b>	<b>7<sup>th</sup> Period</b>
<b>9:55 - 10:20</b>	<b>3<sup>rd</sup> Period</b>	<b>8<sup>th</sup> Period</b>
<b>10:25 – 10:50</b>	<b>4<sup>th</sup> Period</b>	<b>9<sup>th</sup> Period</b>
<b>10:55 – 12:55</b>	<b>5<sup>th</sup> Period</b>	<b>10<sup>th</sup> Period</b>
<b>LUNCH</b>	<b>A Lunch</b>	<b>10:55 - 11:25</b>
	<b>B Lunch</b>	<b>11:25 - 11:55</b>
	<b>C Lunch</b>	<b>11:55 - 12:25</b>
	<b>D Lunch</b>	<b>12:25 - 12:55</b>

## MY CLASS SCHEDULE FIRST SEMESTER

CLASS	TEACHER	ROOM
Advisory / Homeroom		
1 <sup>ST</sup> Period		
2 <sup>ND</sup> Period		
3 <sup>RD</sup> Period		
4 <sup>TH</sup> Period		
5 <sup>TH</sup> Period		
6 <sup>TH</sup> Period		
7 <sup>TH</sup> Period		
8 <sup>TH</sup> Period		
9 <sup>TH</sup> Period		
10 <sup>TH</sup> Period		

## MY CLASS SCHEDULE SECOND SEMESTER

CLASS	TEACHER	ROOM
Advisory / Homeroom		
1 <sup>ST</sup> Period		
2 <sup>ND</sup> Period		
3 <sup>RD</sup> Period		
4 <sup>TH</sup> Period		
5 <sup>TH</sup> Period		
6 <sup>TH</sup> Period		
7 <sup>TH</sup> Period		
8 <sup>TH</sup> Period		
9 <sup>TH</sup> Period		
10 <sup>TH</sup> Period		

**ALL REQUESTS FOR SCHEDULE CHANGES MUST BE  
SUBMITTED TO THE COUNSELORS OFFICE IN ROOM 120.**

**STUDENT HALL PASS**  
**FIRST SEMESTER**

DATE	TIME	LOCATION	TEACHER		DATE	TIME	LOCATION	TEACHER

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**SECOND SEMESTER**

DATE	TIME	LOCATION	TEACHER		DATE	TIME	LOCATION	TEACHER

# IMPORTANT DATES 2014 – 2015

<b>August</b>	<b>25</b>	<b>First Day of School</b>
<b>September</b>	<b>1</b>	<b>Labor Day Holiday – No School</b>
	<b>10</b>	<b>Pershing Open House</b>
	<b>24</b>	<b>Early Dismissal at 12:55 pm</b>
	<b>24</b>	<b>PAC1 – Parent/Teacher Conferences</b>
<b>October</b>	<b>3</b>	<b>Fall Holiday – No School</b>
	<b>10</b>	<b>Report Card Day</b>
	<b>29</b>	<b>Early Dismissal at 12:55 pm</b>
	<b>29</b>	<b>PAC2 – Parent/Teacher Conferences</b>
<b>November</b>	<b>1</b>	<b>Magnet Student Open House</b>
	<b>3 - 7</b>	<b>Magnet Awareness Week</b>
	<b>14</b>	<b>Report Card Day</b>
	<b>19</b>	<b>Early Dismissal at 12:55 pm</b>
	<b>26 - 28</b>	<b>Thanksgiving Holiday – No School</b>
<b>December</b>	<b>19</b>	<b>Magnet Application Deadline</b>
	<b>19</b>	<b>Last Day of Semester One</b>
	<b>23 – 31</b>	<b>Winter Holiday – No School</b>
<b>January</b>	<b>1 - 5</b>	<b>Winter Holiday – No School</b>
	<b>6</b>	<b>Students Return to School</b>
	<b>6</b>	<b>First Day of Second Semester</b>
	<b>9</b>	<b>Report Card Day</b>
	<b>19</b>	<b>MLK, Jr. Holiday – No School</b>
	<b>28</b>	<b>Early Dismissal at 12:55 pm</b>
	<b>28</b>	<b>PAC3 - Parent/Teacher Conferences</b>
<b>February</b>	<b>20</b>	<b>Report Card Day</b>
	<b>25</b>	<b>Early Dismissal at 12:55 pm</b>
	<b>25</b>	<b>PAC4 – Parents Meet the Counselors</b>
<b>March</b>	<b>16 – 20</b>	<b>Spring Break – No School</b>
<b>April</b>	<b>3</b>	<b>Spring Holiday – No School</b>
	<b>10</b>	<b>Report Card Day</b>
<b>May</b>	<b>25</b>	<b>Memorial Holiday – No School</b>
	<b>28</b>	<b>Last Day of School</b>

## **STAAR TEST TENTATIVE DATES**

March 30  
Grade 7 – Writing (Day 1)  
Grade 8 – Math

March 31  
Grade 7 – Writing (Day 2)  
Grade 8 – Reading

April 21  
Grade 6 – Math  
Grade 7 – Math  
Grade 8 – Social Studies

April 22  
Grade 6 – Reading  
Grade 7 – Reading  
Grade 8 – Science

May 12  
Grade 8 – Reading Retest

## **END OF COURSE EXAMS TENTATIVE DATES**

Dec. 15 – 19  
Final Exams

May 4 – 8  
Algebra  
Biology

May 18 – 22  
Final Exams

**\*TESTING DATES ARE  
SUBJECT TO CHANGE.**

**\*OUTSIDE LUNCH  
DELIVERIES WILL NOT  
BE ALLOWED ON  
TESTING DAYS.**

# HISD 2014-2015 Academic Calendar

## Houston Independent School District

JULY 2014						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

AUGUST 2014						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

SEPTEMBER 2014						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

OCTOBER 2014						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

NOVEMBER 2014						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

DECEMBER 2014						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

JANUARY 2015						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31






FEBRUARY 2015						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

MARCH 2015						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

APRIL 2015						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

MAY 2015						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

JUNE 2015						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Key	
	Holidays
	Early Dismissal Days (2 1/2 hours early)
	Teacher Service Days
	Teacher Preparation Days
	Make-up Days (if needed)
	May 29 - First make up day if needed
	May 25 - Second make up day if needed

Holidays	
September 1, 2014	Labor Day
October 3, 2014	Fall Holiday
November 26-28, 2014	Thanksgiving
December 22, 2014 - January 2, 2015	Winter Break
January 19, 2015	Martin Luther King, Jr. Day
March 16-20, 2015	Spring Break
April 3, 2015	Spring Holiday
May 25, 2015	Memorial Day

### Significant Dates

August 11, 2014	Teachers report to work
August 25, 2014	First day of school
December 19, 2014	Last day of first semester
January 6, 2015	First day of second semester
May 28, 2015	Last day of school
May 29, 2015	Last day for teachers

### Grading Periods

6 Cycles	
Aug 25-Oct 2	28 days
Oct 6-Nov 7	25 days
Nov 10-Dec 19	27 days
Jan 6-Feb 13	28 days
Feb 16-Apr 2	29 days
Apr 6-May 28	38 days

### Report Card Dates

October 10, 2014
November 14, 2014
January 9, 2015
February 20, 2015
April 10, 2015
May 28, 2015 ES/MS
June 2, 2015 HS

# **TRANSPORTATION**

Students who live more than two miles from the school in which they are enrolled are eligible for HISD transportation at district-designated stops. Students that live outside of the HISD district or have any type of transfer other than Magnet are not eligible for bus transportation.

1. HISD Transportation Department is responsible for preparing routes and schedules. Please note HISD Transportation, not Pershing, assigns all bus routes to the students and assigns the closest HISD approved bus stop to the student's physical address on file at Pershing Middle School. General information and requests for bus transportation can be made through Pershing Magnet Office.
2. Parent responsibilities-
  - a. Make sure your student is ready to board with the bus by arriving at your designated stop (ten) 10 minutes prior to pick up time.
  - b. Bus riders are only allowed to ride routes assigned by HISD.
  - c. Alternate pick up and drop off locations should be used only in the event of an emergency.
  - d. Discuss the transportation rules, regulations, and appropriate behaviors with your child.
  - e. School districts are not required by law to provide bus service. **Riding the bus is a privilege and HISD transportation service can be discontinued at any time per the HISD Code of Conduct.**
3. Student responsibilities-
  - a. Observe the same conduct rules as you would in the classroom.
  - b. Use appropriate language and be courteous to all persons on the bus.
  - c. Do not eat or drink on the bus.
  - d. Throwing objects out of a window or littering the bus is prohibited.
  - e. Remain seated at all times, facing the front until you arrive at your destination.
  - f. Obey the bus driver.
  - g. Keep your hands, feet, and head inside of the bus at all times.
  - h. Respect school property.
4. Bus drop off in the morning is on Blue Bonnet in front of Pershing.
5. Bus dismissal is from the cafeteria every afternoon. Students must be seated inside cafeteria **by 4pm**. No food, beverages or electronics are to be used at dismissal. Students are not allowed to leave the cafeteria after 4pm without staff permission. Students line up at the exit door only when their bus is announced. Students that arrive late to cafeteria for dismissal must bring a permit.
6. When an HISD bus arrives late to Pershing (after 8:25 am), students on that bus will receive a "Late Bus Permit" to class as they exit the bus. The permit will have the arrival time noted. Students should report to their classroom within 5 minutes of their arrival.
7. Bus passes will be issued to all bus riders and students must ride the bus to which they are assigned.



**Bus request forms can be found in the Pershing Main Office and must be submitted to the transportation office, Ms. Burgan or Ms. Gaston. Please note that HISD Transportation, not Pershing, assigns all bus routes to the students and assigns the closest HISD approved bus stop to the student's physical address at Pershing Middle School. Please contact the school for more information about how to change your physical address.**



# **MAGNET STUDENT INFORMATION**

A magnet student is a student who lives at an address that is not in the Pershing attendance zone. That student must apply and audition in order to be invited to Pershing as a magnet student.

Once accepted and enrolled, magnet students must:

- Maintain a GPA of 75 or higher in all core classes
- Maintain an average of 80 or higher in their Fine Arts magnet class
- Attend and participate in all required performances and events which occur during evenings/weekends and stay for the entirety of the events
- Maintain regular attendance in accordance with school and HISD policy
- Refrain from excessive tardiness in accordance with school and HISD policy
- Adhere to the HISD Student Code of Conduct and maintain a conduct grade of 'S' or higher

Students who do not meet these program expectations are placed on the Magnet Growth Plan for a minimum of one grading cycle. The growth plan is intended to help students meet program expectations and enable them to become successful. The growth plan is reviewed each grading cycle that it remains in place, and it is used to determine if the student should continue in the Magnet program the following school year. A magnet student must be enrolled in a class pertaining to their magnet area while at Pershing.

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## **IMPORTANT MAGNET CONTACT INFORMATION:**

<b>District Magnet Website</b>	houstonisd.org/magnet
<b>Pershing Magnet Website</b>	houstonisd.org/domain/30976
<b>Magnet Coordinator</b>	Ms. Burgan Phone: (713) 295-5240 Email: RBURGAN@houstonisd.org
<b>Magnet Transportation</b>	Ms. Gaston Phone: (713) 295-5240 Email: VGASTON1@houstonisd.org



*"If I were not a physicist, I would probably be a musician.  
I often think in music. I live my daydreams in music.  
I see my life in terms of music."  
— Albert Einstein*



# **STUDENT UNIFORM INFORMATION**

All students are required to wear school uniforms as defined in the following policy. All articles of the uniform are to be maintained and worn in a way that presents the individual student and the school in a positive fashion.

## **UNIFORM TOPS:**

**NO WRITING OR GRAPHICS ALLOWED EXCEPT PERSHING LOGO AT ANY TIME.**

- 6<sup>th</sup> Graders:**     **WHITE** uniform polo shirts or grade level spirit shirt.  
**7<sup>th</sup> Graders:**     **RED** uniform polo shirts or grade level spirit shirt.  
**8<sup>th</sup> Graders:**     **BLACK** uniform polo shirts or grade level spirit shirt.



- Short sleeves may not be rolled up.
  - No oversized or form-fitting shirts allowed.
  - Pershing club/team/spirit shirts may be worn on FRIDAYS only.
  - Spirit shirts are sold at school store.
  - Only white or grade level colored undershirts will be allowed.
  - Undershirts may not display any writing or graphics.
  - A uniform shirt must be worn each day even if wearing a sweatshirt.
  - Shirts must have sleeves and cover the midriff and chest area.
- 

## **UNIFORM BOTTOMS:**

**ALL STUDENTS ARE REQUIRED TO WEAR SOLID-COLORED KHAKI UNIFORM BOTTOMS.**

### **SKIRTS**

- Skirts must be uniform khaki skirts.
- Skorts (skirt in front, shorts in back) are not permitted.
- Skirts must fit appropriately at the waist and may not be form-fitting.
- Skirt length must be no shorter than four fingers above the knee.
- Pant legs may not be rolled up.
- Stripes, embroidery, patterns, graphics and logos are not allowed.

### **PANTS / SHORTS**

- Pants and shorts must be khaki.
- No wide hems on the pant legs are permitted.
- Pants and shorts with holes, tears, frays or graphics are not allowed.
- Pants and shorts must fit appropriately; no sagging or form-fitting pants or shorts.
- Capri uniform pants (hem at mid-calf) are permitted.
- Corduroy pants, stretch pants, and khaki jean pants are not permitted.
- Shorts may not be shorter than four fingers above the knee.

### **FOOTWEAR / SOCKS / TIGHTS**

- Tights and leggings must be a solid black or white color. No holes, lace or frays.
- Socks must be worn below the knee and can be any color.
- Shoelaces must be tied.
- High-heels, combat boots, steel-toed boots, flip-flops, crocs, house slippers, platforms, backless or toeless shoes, sandals will be NOT allowed.
- Shoes with rollers or wheels are not permitted.

## **OUTER GARMENTS**

- All windbreakers, sweaters and jackets must be grade level color.
- No logos, graphics, lettering or designs other than a Pershing logo will be allowed.
- Any outer garments with logos, graphics, lettering or designs must be kept in locker.
- Students may not wear hoods, hats, bandanas or any other head gear at any time.
- Only solid black or solid white leggings may be worn under skirt/shorts.
- Backpacks must be kept in locker at all times.
- Nylon fleece pants, pajama bottoms and sweat pants are not allowed.

## **NOT PERMITTED**

- Excessive make-up and hair color other than a natural shade.
- Excessive bracelets and bracelets with metal spikes.
- Heavy chains and dog collars.
- Any jewelry deemed gang-related by HISD will be confiscated.
- Hoop earrings larger than a quarter in diameter.
- Any jewelry containing vulgar language or pictures will be confiscated.
- Oversized purses, larger than 8½ X 11 inches.
- Sunglasses, shades, or costume glasses.
- Tattoos or markings from pens or markers on skin.
- Body piercings other than ear piercings.

## **DRESS CODE VIOLATION CONSEQUENCES**

School administration is the final arbitrator on what detracts from the educational process. Students will be issued the following consequences for dress code violations:

- Administration may issue loaner uniform top/bottoms that must be worn all day.  
Loaner items must be returned in exchange for confiscated items.
- Students with sagging bottoms will be issued a zip tie that must be worn all day.
- Any apparel item out of dress code will be confiscated.
- Oversized bags, backpacks and purses will be confiscated.

**For all dress code violations the parents will be notified and a referral may be issued.**

## **STUDENT ID (IDENTIFICATION) CARDS**

- 🐾 All students will be issued a student ID card at the beginning of the year or at time of enrollment at no cost to the student.
- 🐾 Student ID card must be worn around the neck while on campus and at all school events.
- 🐾 Replacement ID cards will cost \$3.00 and can be purchased in **room 120**.
- 🐾 A detention will be issued if a student does not have their ID.

# **ATTENDANCE INFORMATION**

## **Attendance Department**

Ms. Rincon

Fax: (713) 295-5252

Email: LRINCON@houstonisd.org

## **LEAVING EARLY**

If you are picking up your child early from school, please send a note to the attendance office. Please state the reason your child will be leaving and what time your child will be picked up that day. Parents will not be permitted to pick up students after 3:15 p.m. unless a note was submitted and prior arrangements were made with the attendance office.



## **STUDENT DELIVERIES**

- \* Deliveries and telephone messages will not be delivered after 3:15 pm
- \* Lunch will not be delivered to students on testing days (see calendar).

## **ATTENDANCE**

If you are absent, do not wait for the teacher to come to you. You must take responsibility for your learning!

- Have your parent call, email or fax a note every time you are absent.
- Request assignments from the cluster leader and complete the assignments to the best of your ability.
- Call or email the teacher to request additional information if needed.

If you do not make up your work within the guidelines specified by Pershing Late Work Policy, you could earn a zero for the assignment. A zero on any assignment will cause a significant reduction in your final average. Don't take that chance; complete your work on time.

### **If you know you are going to miss the next day(s) of school:**

- Communicate with the teacher before you are going to be out.
- Arrange to pick up the assignments that you may miss.
- Complete assignments and submit when you return to school.
- If a student is absent due to out of school suspension, then the student will be responsible for collecting any missed assignments after returning to school.

# **COUNSELING SERVICES**

The Pershing Counseling department provides services to meet the needs of assigned students, consults with teachers, staff and parents to enhance effectiveness in helping students, and provides support to other educational programs. The counselors are also available to counsel individuals and small groups of students with problems and refer students with complications to appropriate program specialists or community agencies.

## **What problems can I bring to my counselor?**

Your counselor can assist with school, family and personal issues. Most conversations with a counselor are kept confidential. Your counselor will talk to you more about the limits of confidentiality.

## **I need to report something but don't want to be labeled "a snitch."**

Every counselor has a locked mailbox outside of their office. You can go to room 120 and place a note in your counselor's mailbox. Notes can be anonymous.

## **I am being teased and/or bullied. What can the counselor do to help me?**

The most important thing to realize about bullying is that we need to know that it is happening to you before we can do anything to help. Once we know what is happening we can take steps to help remedy the situation. The steps we take include but are not limited to:

- Helping you develop appropriate responses to bullying.
- Speaking with and warning those students who are accused of bullying.
- Maintaining contact with administrators about the situation and recommending disciplinary action when appropriate.

## **I have concerns about my schedule. Can I get it changed?**

Schedule concerns should be expressed to the student's counselor. At that time, the counselor will document the concern and present it to the administrators. Each situation is considered individually and, if appropriate, a schedule change is made.

## **Submitting a schedule change request does not guarantee that a change will be made.**

There are many considerations that go into building student schedules, and it is not common practice for schedules to be changed unless there are obvious errors or extreme circumstances.

Please do not hesitate to contact the counselors if you have any questions about how to improve the school experience. We will always work to answer your questions and/or help you get connected with the appropriate resources.

**School Counselor  
Last Names A - L**  
Ms. Epps-Stubbins  
YEPPSSTU@houstonisd.org



**School Counselor  
Last Names M - Z**  
Ms. Martinez-Suarez  
MMARTI83@houstonisd.org

# **STUDENT SUPPORT SERVICES**

## **ASSISTANT PRINCIPALS**

Assistant Principals are responsible for the discipline management of the students assigned to them. Students and parents will have the same Assistant Principal for their three years at Pershing. Parents and students can contact their Assistant Principal if they have any concerns or questions surrounding academic performance and discipline/behavior.

### **Assistant Principal Last Names A - L**

Irma Galloway  
IGALLOWA@houstonisd.org

### **Assistant Principal Last Names M - Z**

Hope Richardson  
HGOODSON@houstonisd.org

## **CLINIC**

A registered nurse is on duty in our clinic each school day. The clinic opens fifteen minutes before school and closes fifteen minutes after school. During the school day, students must have a pass from a school official to visit the clinic. In case of emergency, the school official will use the information on the student enrollment card, so please have your parents keep this information updated.

## **RECORDS**

If you need to request a copy of your transcript, including testing records and report cards, you may complete a "Transcript Request" form and submit it to the front office. Our registrar will provide you with your copies within 72 hours (3 business days) of the date your request is received.

If you need to update your personal information such as your address, phone number, or any other contact information you will need to complete a "Student Information Change" form which are located in the main office. All information will be verified.

## **LOCKER**

If you are locked out of your locker:

- First, ask your homeroom teacher for your combination.
- Go to room 120 to have your lock removed if unable to unlock your locker.

## AGENDA

Students should carry their agendas at all times. If you lose your agenda you may purchase another one from the school store (while supplies last). Use your agenda daily for organization, assignments, hall passes, and so much more!

## LOST AND FOUND

If you lose an item please check the lost and found items stored in the cafeteria. All items not claimed will be donated at the end of every six weeks. **ALL electronic devices are stored in to the front office.**

## YMCA AFTER SCHOOL PROGRAM

Students are encouraged to participate in the YMCA after school program held at the YMCA, McGovern-Stella Link Library and the Pershing Campus. The program offers enrichment and athletic activities for Pershing students. Parents should contact YMCA for information.

### **Weekly Family YMCA**

7101 Stella Link Road  
(713) 664-9622

## CELL PHONE & ELECTRONIC DEVICES

**All electronic devices must be turned off and remain out of sight during the school day.** The school administration recommends that students keep their cell phone and electronic devices in their lockers. Pershing is not responsible for any lost or stolen belongings including but not limited to electronic devices. Cell phones should only be used outside the building, before and after school. Any electronic devices that are seen by school personnel during school hours, WILL be confiscated. Electronic devices that "go off" during the school day will be confiscated. Students will receive one day of in school suspension for disruption of the educational process. The camera functions of all electronic devices are prohibited on campus.

All electronic devices must be picked up by the parent/guardian, Mon. – Fri., 7:30 am – 4:00 pm. If the item was confiscated, the parent is responsible for paying the \$15.00 fine (cash only) per the HISD Code of Conduct. Electronics will not be released to the students, no exceptions. All electronic devices not claimed within 30 days from the date it was confiscated/ found will be destroyed.

<b>Consequences:</b>	<b>School officials may:</b>
First and subsequent violations	<ul style="list-style-type: none"><li>• Notify Parent / Guardian</li><li>• Assign Student to SAC (for interruption of educational process)</li><li>• <b>Charge \$15.00 Cell Phone Fine (CASH ONLY)</b></li></ul>

## SCHOOL STORE

The Pershing PTO maintains a school store for most of your school needs. The store carries Pershing shirts and hoodies, as well as agendas, pens and pencils, paper, binders, locks and lots of other school supplies. The Pershing school store is operated by parent volunteers throughout the year.

<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
8:00 - 8:30 AM	8:00 - 8:30 AM	8:00 - 8:30 AM	8:00 - 8:30 AM	8:00 - 8:30 AM
12:20 - 2:20 PM	12:20 - 2:20 PM EVERY OTHER WEEK	12:20 - 2:20 PM	12:20 - 2:20 PM EVERY OTHER WEEK	12:20 - 2:20 PM

**ALL HOURS AND TIMES ARE SUBJECT TO CHANGE.  
VISIT THE PTO WEBSITE FOR UPDATES AT PERSHINGPTO.ORG**

## PTO (PARENT TEACHER ORGANIZATION) INFORMATION

Top 10 reasons your parent should join the Pershing PTO:

10. It's a fun way to support YOUR middle school.
9. Awesome, informative PTO monthly meetings highlighting activities and plans for the future of Pershing.
8. Plan student activities like the 6<sup>th</sup> grade ice cream social, 8<sup>th</sup> grade activities, Pershing Fine Arts Showcase & Dinner, Pershing Bingo and much more!
7. Volunteer in the school store (sorry no discounts) or school library!
6. Learning about changes in Texas education law is exciting!  
Do you know what House Bill 5 is?
5. Use it as your stepping stone to learning all about the social media sites that your kids are using and follow us on Facebook and Twitter.
4. Pershing Panda Posts – you can receive weekly email newsletters that keep you in the know!
3. Meet other Pershing parents!
2. Visit with Principal Heckman – you may find this helpful later on!
1. Do your part by making Pershing Middle School the best middle school in HISD!!

### HOW DO YOU JOIN?

GO TO THE PERSHING PTO WEBSITE AT PERSHINGPTO.ORG  
LOOK UNDER THE "PTO MEMBERSHIP" TAB  
THE PTO IS OPEN TO ALL PARENTS.  
JOIN TODAY AND BE PERSHING PROUD!



## **PERSHING ATHLETICS**

Pershing Athletics offers an array of sport opportunities for all grade levels. During the fall semester, 7<sup>th</sup> and 8<sup>th</sup> grade students have the opportunity to participate in the following sports: Cross Country, Cheerleading, Volleyball (girls only), Football, and Basketball.

The spring semester offers a several indoor and outdoor sports which include: The second half of Basketball, Swimming, Soccer, Lacrosse, Track and Field, Softball (all grade levels), and Baseball (all grade levels). Our coaches are dedicated to our students and our athletic program. The "Coach's door" is always open for our students in every way!

To participate in athletics, students are required to submit a medical evaluation form, a parent permission form, and a transportation permission form, if necessary. The medical evaluation form requires students to have a physical examination by a medical practitioner.

Students who wish to participate in extracurricular activities or sports must have passing grades in all classes and no discipline referrals. If these requirements are not met, the student is academically ineligible to participate in extracurricular activities, including sports.

If you have any questions regarding athletics please contact:

### **Athletic Director & Coordinator**

Coach Flanagan  
(713) 295-5240 ext. 396  
jflanaga@houstonisd.org

## **P.E. UNIFORMS**

Students must wear the official Pershing P.E. uniform for physical education class. These uniforms are available for purchase at the PTO School store. During cold weather, students may wear grade level colored sweatpants and any school approved sweatshirt or hoodie with permission from the P.E. teacher. Jackets and coats are not permitted.



## **GRADING POLICY**

Marking periods at Pershing Middle School are divided into six (6), six-week terms. Over the course of each six week term, you will be assessed on your learning (tests, quizzes, projects, etc.). Those assessments determine your grade for the six (6) weeks.

Students are graded on the following scale:

100-90	A	Demonstrates <i>exceptional</i> mastery of material
89- 80	B	Demonstrates <i>mastery</i> of material
79-75	C	Demonstrates <i>average</i> mastery of material
74-70	D	Demonstrates <i>minimum</i> mastery of material
69 - below	F	Demonstrates lack of mastery of material

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## **FINE ARTS CURRICULUM INFO**

Art	Band	Dance	Theater Arts
Choir	Orchestra	Gymnastics	Guitar

## **HIGH SCHOOL CREDIT CURRICULUM INFO**

Journalism  
Art  
Algebra I  
Geometry  
Speech  
Biology  
Foreign Languages:  
French, Spanish or Chinese

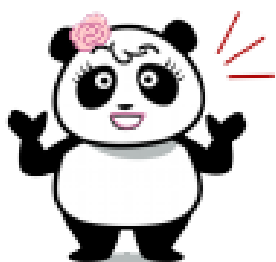
## **LEVELS OF INSTRUCTION**

<u>Academics</u>	<u>ESL</u>	<u>Special Education</u>
Pre-AP/GT (Vanguard)	Beginner	Life Skills
Pre-AP	Intermediate	Resource Math /English
Grade Level	Advanced	Inclusion Social Studies/Science

## **GRADESPEED & PARENT CONNECT**

Log in to access a variety of student information! Sign up for GradeSpeed to see class assignments, grades, report cards, progress reports and other important school information. Users can also choose to have an e-mail or text message sent if course grades drop below a selected average or if an absence or tardy to class is submitted.

Information that PSC provides access to includes:



- Class Period and Daily Attendance
- Class Schedules and Assignments
- Progress Reports
- Report Cards
- Standardized Test Results
- Curriculum Resources
- Parent and Student Resources

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### **HOW TO GET STARTED**

Go to [www.houstonisd.org/psc](http://www.houstonisd.org/psc) to register using the information below for your child. Parents will need the following information to register:

- Current Parent Contact Information
- Current Address
- Student ID number (HISD)
- Student date of birth
- Last five digits of student's Social Security number if on file with HISD.

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Please note, parents will need to register each child separately. If you have difficulty registering, be sure that the information you are entering is the exact same data that is on file at Pershing Middle School.

If you still have difficulty, contact the HISD Help Desk at (713) 892-7378 or send an email to **[psscupport@houstonisd.org](mailto:psscupport@houstonisd.org)**. Help Desk hours of operation are 7:00 a.m.–5:00 p.m., Monday through Friday.

If you need to change any student information contact:

#### **Student Information Department**

Ms. Crain

Fax: (713) 295-5252

Email: [SCRAIN1@houstonisd.org](mailto:SCRAIN1@houstonisd.org)

Web: [pershinginfo.org](http://pershinginfo.org)

# **ACCELERATED READER (AR) HONOR CODE**

Accelerated Reading (AR) is a school-wide computerized reading improvement program in which students select books from an approved list of over 5,000 titles. Upon completing the book, students take a computer-based multiple-choice test and earn points based on the book's reading level. Reading teachers also incorporate the achievement of AR points as one component of classroom grading. Check with your reading teacher to find out how many AR points you must earn during each grading cycle.

1. I will only test on books I have read.
2. I will not take a test on a book after I have seen the movie
3. I will not use Cliff Notes, classic comic books, videos of the book to pass the test.
4. I will not copy answers or provide answers to another student.
5. I will not have anyone help me take a test.
6. I will not take an AR test for another student.

I understand that I have a duty to report any incidents of cheating or attempted cheating to my teacher. I understand that if I am caught cheating, the following consequences will result:

## **First Offense**

- ◆ Parent contact
- ◆ No points on the test(s) in question
- ◆ P in conduct for the six weeks in the class

## **Second Offense**

- ◆ Parent conference with the cluster
- ◆ No points on the test(s) in question
- ◆ SAC or suspension
- ◆ P in conduct for the six weeks in the class

## **Third Offense**

- ◆ No points for the test(s) in question
- ◆ Banned from the program for the remainder of the semester
- ◆ Three days suspension
- ◆ U in conduct for the six weeks in the class
- ◆ Additional offenses will result in further disciplinary action

## MEDIA RELEASE INFORMATION

***Do not remove this form from your agenda. Please have this form completed by your parent or guardian and leave in your agenda at all times. In the course of the school year, we have opportunities for our students to be interviewed or photographed by the media. We screen these activities carefully and can only allow students to participate who have Media Release Forms on file. Please complete the form below if you are in agreement or not in agreement.***

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I hereby grant permission for my child to participate in activities in which he/she may be photographed or interviewed by the media. It is my understanding that these photographs or interviews will be of a positive nature and may be used for public view.

I agree that my child may participate in these school media events without financial remuneration and I understand that this releases the photographer/interviewer from any future claims, as well as from any liability arising from the use of said interviews.

### ***Please Print***

Homeroom Teacher: \_\_\_\_\_ Grade: \_\_\_\_\_

Student Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_

\_\_\_\_\_ My child **may** participate in media activities.

\_\_\_\_\_ My child **may not** participate in media activities.

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date

**DO NOT REMOVE THIS PAGE FROM YOUR AGENDA**

# **COMPUTERS, INTERNET & EMAIL POLICY**

All HISD students are granted access to all electronic services available. If you DO NOT want your student to have access to electronic services, please complete and submit the opt-out form and access will be denied. The use of the network is a privilege, not a right, and may be revoked if abused. Misuse, damage, or vandalism of HISD technology resources may also lead to disciplinary and/or legal action, including suspension, expulsion, or criminal prosecution by governmental authorities. The complete HISD Acceptable Use Policy for Electronic Services for Students and the opt-out form may be accessed on the HISD and Pershing MS Website.

## **INTERNET SAFETY**

In compliance with the Children's Internet Protection Act ("CIPA"), the Houston Independent School District is required to adopt and implement an Internet safety policy addressing: (a) access by minors to inappropriate matter on the Internet; (b) the safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications; (c) unauthorized access, including so-called "hacking," and other unlawful activities by minors online; (d) unauthorized disclosure, use, and dissemination of personal information regarding minors; and (e) measures restricting minors' access to materials harmful to them. Furthermore, each campus educates students on cyber bullying, appropriate online behavior, and social networking as required by Broadband Data Improvement Act.

1. HISD has implemented filtering and/or blocking software to restrict access to Internet sites containing pornography, obscene depictions, or other materials harmful to minors under 18 years of age, to the extent practicable, while using its network. This control also applies to other forms of communication such as e-mail, chat rooms, social networking sites, instant messaging, etc. However, no software is foolproof, and there is still a risk a user may be exposed to a site or message containing such materials.
2. The student's parent or guardian is responsible for supervising and monitoring all computer usage that occurs outside the HISD network.
3. Students shall not reveal personal information, including name, home address, telephone number, photos, etc. on the Internet. The students are advised never to access, keep, or send anything that they would not want the general public to see.
4. Students shall not meet in person with anyone they have met only online.
5. The user is personally responsible for his or her actions in accessing and utilizing the school's computer resources.
6. Students must abide by all laws, regulations, the Code of Student Conduct, Acceptable Use Policy, and other related HISD security policies.

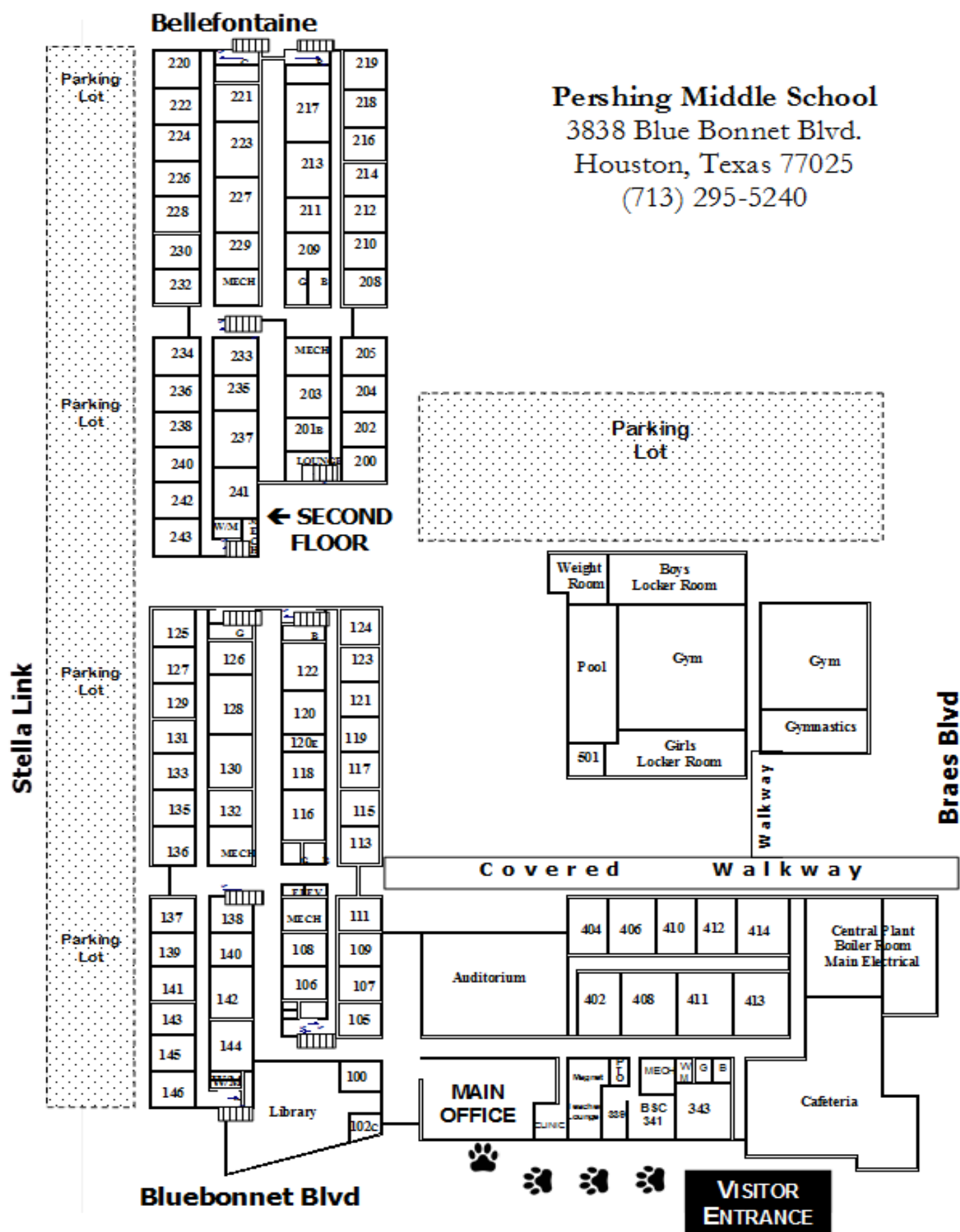
## **PRIVACY**

The Family Educational Rights and Privacy Act ("FERPA") is a federal law that protects the privacy of student education records. Under FERPA, parents or eligible students have the right to inspect and review the student's education records maintained by the school. Students and qualified parents can view certain educational records of the student online through HISD's Parent Student Connect portal.

## **ACCEPTABLE AND UNACCEPTABLE ACTIONS**

HISD students may use the network and electronic services provided by HISD to pursue educational activities. Students will be expected to follow accepted rules of network etiquette. Improper use of electronic services provided by HISD is prohibited. Be prepared to be held accountable for your actions and for the loss of privileges if this Acceptable Use Policy is violated. The HISD Code of Student Conduct addresses the consequences for violations.

# CAMPUS MAP



## This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There is no text or other markings on the paper.



