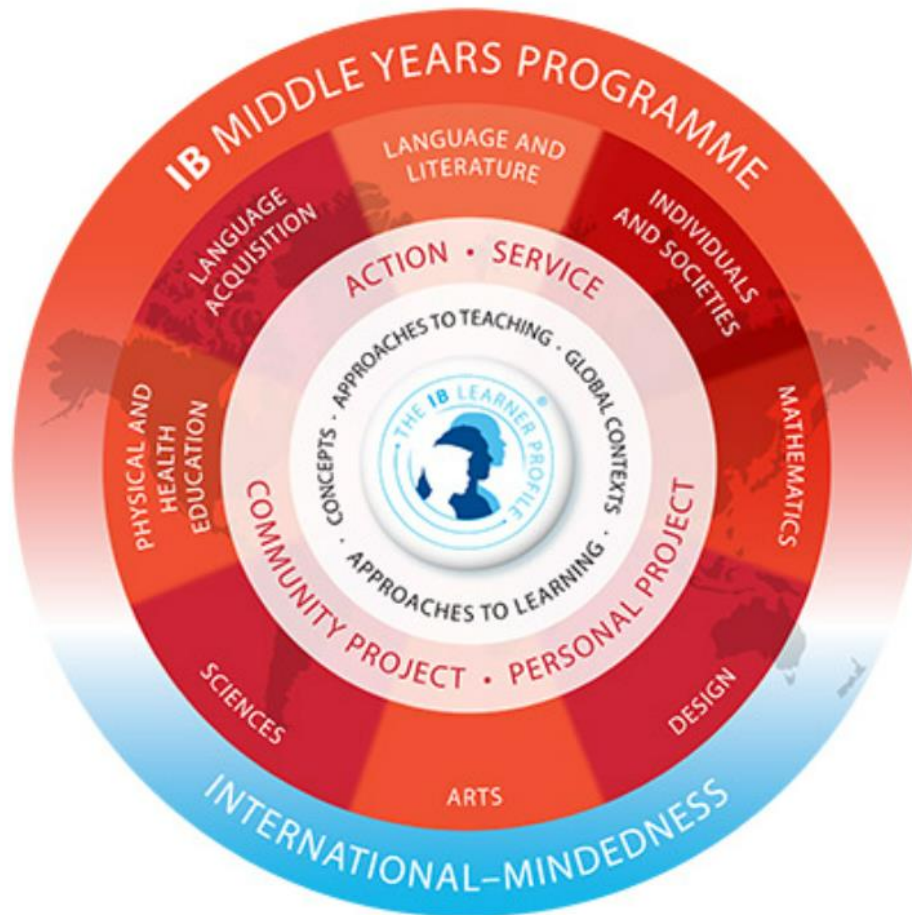


IB Mission Statement

The International Baccalaureate aims to develop inquiring, knowledgeable and caring young people who help to create a better and more peaceful world through intercultural understanding and respect. To this end the organization works with schools, governments, and international organizations to develop challenging programmes of international education and rigorous assessment. These programmes encourage students across the world to become active, compassionate, and lifelong learners who understand that other people, with their differences, can also be right.



The MYP has been designed as a coherent and comprehensive curriculum framework that provides academic challenge and develops the life skills of students from the ages of 11 to 16. These years are a critical period in the development of young people. Success in school is closely related to personal, social and emotional well-being. At a time when students are establishing their identity and building their self-esteem, the MYP can motivate students and help them to achieve success in school and in life beyond the classroom. The programme allows students to build on their personal strengths and to embrace challenges in subjects in which they might not excel. The MYP offers students opportunities to develop their potential, to explore their own learning preferences, to take appropriate risks, and to reflect on, and develop, a strong sense of personal identity.

Implementation of the MYP is considered to be a whole-school activity that prepares students for further successful study. The programme is designed to be inclusive; the IB believes that all students can benefit from the programme. For that reason, all students at Lanier Middle School are IB students and strive to exemplify the IB learner profile.

From International Baccalaureate Middle Years Programme. (2014, May). *MYP: From principles into practice*. IBO.
https://resources.ibo.org/data/m_0_mypxx_guu_1405_5_e.pdf

LEARNER PROFILES



INQUIRER

To search and find new information

To understand information about certain things

KNOWLEDGEABLE



COMMUNICATOR

To share a message to someone or an audience in any way

To think about problems and ways they can be solved

THINKER



OPEN-MINDED

To be positive and creative about new things that you may not like at first

To think about the right and honest thing to do

PRINCIPLED



RISK-TAKER

To try something new that you would not normally do

To look after things, people and the world around us

CARING



REFLECTIVE

To look back on how much improvement you have made

To think about all the positives and negatives

BALANCED



School Hours

- Car riders and walkers may enter the building beginning at 7:45 AM and report directly to the auditorium.
- Bus riders will report directly to the cafeteria upon arrival.
- The dismissal bell rings at 4:00 PM; students who are not participating in after-school activities **MUST** be picked up by 4:15 PM.
- Students are discouraged from loitering at neighboring businesses before or after school.
- Before 7:45 AM and after 4:15 PM, there is no adult supervision outside the building.

Bell Schedule: Lanier students follow a schedule designed to maximize instructional time for all students. Classes meet every other day for 90 minutes. Each day is designated as either a “Purple Day” or a “Red Day.”

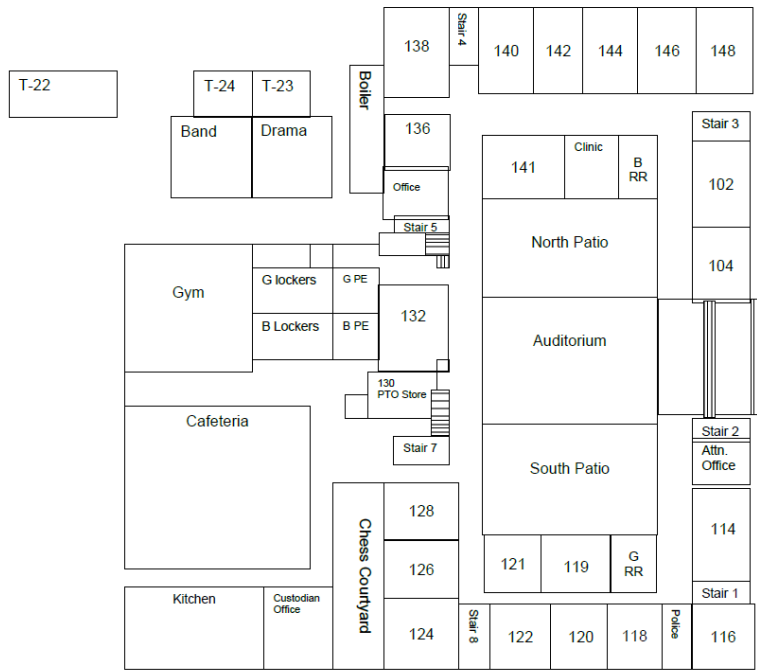
| | | |
|-------------|--|--|
| 8:20-8:30 | Entry bell/lockers/breakfast | |
| 8:30-10:00 | P1/R1 | |
| 10:05-11:35 | P2/R2 | |
| 11:40-12:50 | A-Lunch 11:35-12:05 Lunch 12:10-12:50 PUPS/SLAB | B-Lunch 11:40-12:20 PUPS/SLAB 12:20-12:50 Lunch |
| 12:55-2:25 | P3/R3 | |
| 2:30-4:00 | P4/R4 | |

YOUR SCHEDULE

Take some time to write your schedule in your agenda. Use a pencil in case you have any changes.

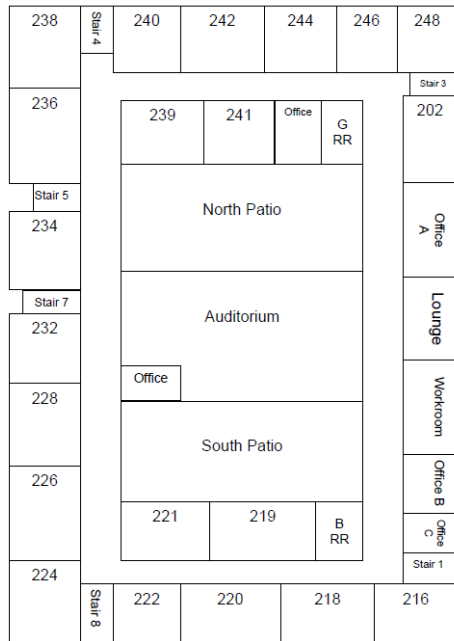
| Purple Day | | | Red Day | | |
|----------------------------|---------|------|----------------------------|---------|------|
| P1 | Subject | Rm # | R1 | Subject | Rm # |
| | Teacher | | | Teacher | |
| P2 | Subject | Rm # | R2 | Subject | Rm # |
| | Teacher | | | Teacher | |
| PUPS/ SLAB Lunch | Teacher | Rm # | PUPS/ SLAB Lunch | Teacher | Rm # |
| P3 | Subject | Rm # | R3 | Subject | Rm # |
| | Teacher | | | Teacher | |
| P4 | Subject | Rm # | R4 | Subject | Rm # |
| | Teacher | | | Teacher | |

Lanier Middle School 2023 - 2024 1st Floor

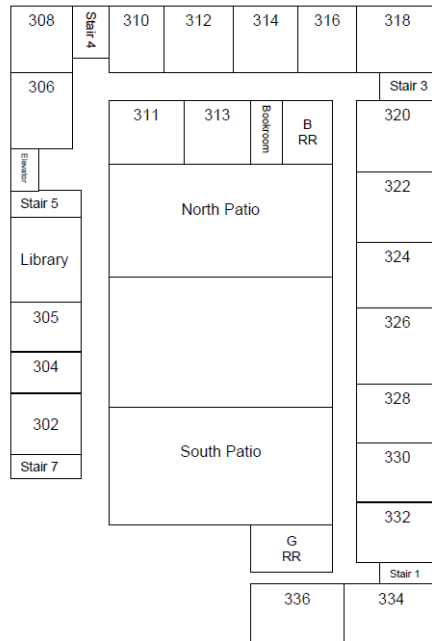


Lanier Middle School 2023 - 2024

2nd Floor



3rd Floor



Attendance Guidelines

Absences: If a student is absent, he/she must provide a written excuse from his/her parent or guardian or doctor's office to the attendance office with the reason for the absence. Written excuses should be in the school's possession no later than three school days after the date of the absence or tardy. The three-day period begins with the day the student returns to school.

Excused absences: Absences are excused for personal illness, sickness or death in the family, quarantine, weather or road conditions making travel dangerous, participation in school activities with permission of the principal, juvenile court proceeding documented by a probation officer, approved school visitation, emergencies, or "any other cause acceptable to teacher, principal, or superintendent." All other absences are considered unexcused.

Chronic absences/ NGs: Missing more than 10 percent of the grading cycle, excused or unexcused, of school a year can lead to a student not receiving credit or being retained. Students will receive an asterisk on their report card for the cycle in which the NG occurs. More importantly, it represents lost time in the classroom and a lost opportunity to learn. For complete details on HISD's attendance policy, please refer to the **Houston ISD Attendance Policy**.

Appointments: Our state-required daily attendance is taken every day at **10:15 AM**. Please schedule your appointments (dentist, doctor, orthodontist, etc.) after school. In the event it is necessary to miss instructional time for an appointment, please schedule the appointment so that you do not leave class until after **10:15 AM**.

Unexcused Tardies: Students should arrive to school by the initial bell at 8:20 AM; instruction begins at **8:30 AM**. If a student arrives late to school, they report to the attendance office to pick up an unexcused late arrival pass.

Excused Tardies: HISD bus riders who arrive after 8:30 AM should report to the attendance office to pick up an excused late arrival pass. Students who arrive late due to an appointment must submit a medical note to the attendance office upon arrival to receive an excused late arrival pass.

Early Pickup: Students who leave school early must have a parent or guardian come to the attendance office to sign him/her out. Please allow enough time for the attendance office staff member to retrieve the student from class. There is no pick-up from **3:30 PM–4:00 PM**; therefore, parents please do not plan appointments that would require a pick-up time during the last 30 minutes of school. Additionally, please do not schedule appointments during state-mandated exams (STAAR, EOC). A testing calendar can be accessed on Lanier's website.

Tardies: Students are expected to be in class before the bell rings. Arriving late to class will be considered a tardy. Students will report to the Attendance office or Office A to receive a tardy pass. An online system, called HERO, will track student behaviors. The consequences for tardies are as follows.

- 3 tardies will get an automated email or a call home
- 6 tardies will be assigned lunch detention
- 9 tardies will be assigned a after school detention
- 12 tardies will be assigned a Saturday detention

Academics

HISD Connect: HISD Connect, aka PowerSchool, allows students and parents real-time access to view the student information system, including the gradebook, tardies, and absences. There is a PowerSchool app as well as a website. <https://www.houstonisd.org/psc>. Parents needing access to HISD Connect should contact your grade level administrator.



Late work: Late work is any classwork or homework that is not submitted by the time class starts on the due date.

- One class period following the due date: 20-point deduction from raw score
- Two class periods following the due date: 30-point deduction from raw score
- Three class periods following the due date: 50-point deduction from raw score
- Beyond three class periods following the due date: no credit awarded

Make up work: The number of days afforded for make-up work will be equal to the number of days absent. It is the student's responsibility to request the missing assignment from the teacher.

Incompletes: A teacher will give a grade of "incomplete" for a grading cycle to any student who does not complete assignments or assessments due to excused absences or other circumstances.

Grading policy: The goal of the Lanier Grading Policy is to have a common grading policy that ensures success for all students. Grades shall be based solely on mastery of the Texas Essential Knowledge and Skills (TEKS). A student's attendance, conduct, attitude, and other behaviors shall be reported separately from achievement.

Categories are weighted as follows:

- Tests/Projects - 40%
- Classwork - 35%
- Quizzes - 15%
- Homework - 10%.

Report cards and progress reports: Every three weeks a progress report will be prepared and sent home with each student. Report card distribution is shortly after the completion of each six (6) week grading period as noted on the official Houston ISD Academic Calendar. In Powerschool, terms such as the following are used to indicate the different grading periods:

P1 Progress Report 1 (the first three weeks of school)

C1 Cycle 1 (the first six weeks of school)

P2 Progress Report 2 (the first three weeks of the second grading period)

C2 Cycle 2 (the second six weeks of school)

S1 Semester 1 (the first three grading cycles)

Academic honesty: Lanier Middle School has a long history of high academic achievement. Lanier's longstanding motto, "Achievement with Honor," exemplifies the high academic standards and virtues that are so closely intertwined in a place of learning. Academic dishonesty is defined in The Code of Student Conduct as "cheating, plagiarism, or copying the work of other students." In the event a student takes part in one or more acts of academic dishonesty he/she will incur consequences as follows:

- **1st offense:** "0" on academic work, parent contact, reflection on academic integrity, administrative assigned detention.
- **For any subsequent occurrence of academic dishonesty, additional consequences will be administered at the discretion of an administrator.**

Clusters: Each grade is organized into three clusters (L, M, and S), with faculty members from math, science, language and literature, and individuals and societies. Randomly grouping students in clusters allows our teachers to build a support system for the students that fosters collaboration and builds positive relationships to ensure our students are developing to their highest potential.

My Cluster leader is _____. Please contact them at _____ to schedule meetings.

PUPS: PUPS fosters student-centered and student-led communities, with classes dedicated to meeting the social and emotional needs of students and providing opportunities for each individual to give voice to power. Utilizing a gradual release approach, PUPS classes encourage students to engage in relevant discourse and exercise critical thinking, problem solving, empathy, adaptability, and growth mindset, all with the goal of becoming advocates of change both within the LMS community and as global citizens.

Conferences: Conferences may be arranged as a face-to-face, virtual, or phone meeting, and must be prearranged. Emailing the cluster leader is the preferred method of initiating communication for scheduling conferences.

High school credit courses: Students whose report card grade for a high school course is not passing (below 70) may be exited from the course. Attendance policy applies in order to receive high school credit. Students who receive an NG based on the attendance policy will not receive credit for the year.

Student Behavior

At Lanier Middle School, we are focused on ensuring every student has a positive middle school experience, and we are committed to creating an environment in which all students can succeed. Disciplinary consequences are intended to deter negative behaviors that interfere with the student's experience. All students are expected to follow the HISD Code of Student Conduct, which is available to all parents and students.

Lunch: Students may choose to eat in the cafeteria or one of the designated patios, weather permitting. All other areas are off-limits during lunch. The assigned lunch period is an opportunity to enjoy being with friends and enjoy a well-prepared lunch from the cafeteria or a sack lunch from home.

Uniform Policy

All students are required to wear the Lanier school uniform 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 manner. All articles of the uniform are to fit properly without cuts, rips, holes, or tears. School ID must be visible at all times.

| Top | Bottom |
|---|---|
| <p>Shirts</p> <ul style="list-style-type: none"> Polos & Lanier t-shirts must be purchased from the Lanier PTO store (also available online) Students must wear a Lanier polo Monday – Thursday Students may choose any color we offer; there are no grade level specific colors Every Friday, Lanier Spirit Shirts may be worn Solid-colored long-sleeved shirts may be worn under school polos and spirit shirts Shirts and sweatshirts may not be altered and/or personalized <p>Jackets and Other Outerwear</p> <ul style="list-style-type: none"> ONLY Lanier sweatshirts and Lanier jackets may be worn in the building No hoods may be worn in the building Non-Lanier coats and jackets must be placed in the student's locker upon entering the building and remain in the student's locker throughout the entire instructional day <p>Head Coverings Hats, hairnets, bandanas, and any other headgear are NOT permitted to be worn in the building.</p> | <p>Pants</p> <ul style="list-style-type: none"> Navy or khaki uniform pants- fitted at waist (no sagging) Denim jeans are permitted on Fridays- blue color only Cargo pants, khaki jeggings/leggings, corduroy, spandex, stretch pants, and leather/pleather are NOT permitted <p>Shorts and Skirts</p> <ul style="list-style-type: none"> Navy or khaki uniform shorts, skorts, or skirts only Shorts, skorts, and skirts must be no more than 3 inches above the top of the knee Corduroy shorts, cargo shorts, stretch shorts, jean shorts, and athletic shorts are NOT permitted Solid-colored leggings may be worn under skirts and shorts <p>Footwear</p> <ul style="list-style-type: none"> Closed-toed and closed-back shoes ONLY Flip-flops, sandals, slides, crocs, platforms, or house shoes/slippers are not permitted |

Administrative discretion - The administrators will determine if any issue related to student dress, including any not listed above, is a violation of the student dress code. We encourage you to make wise choices! Students in violation of dress code will receive consequences deemed appropriate by Lanier administration.

Dance/Karate/Physical Education (P.E.) uniforms

Students must wear the official uniform in PE, dance, or karate class. *The PE uniform is to be worn only in the PE class and is not to be worn as a spirit shirt.*

ID badges: Student IDs must be worn on a school lanyard and be visible at all times. Information on the ID must be clearly visible and not defaced. A student ID is needed for attendance purposes, to check out a book from the library, and to attend school-sponsored events. Consequences will be assigned if a student chooses to use another student's ID badge or fails to replace their missing badge. **Replacement ID badges must be purchased from Office B for \$5.00. Students who come to school without an ID must purchase a temporary ID for \$1.00 or will be assigned other consequences.**

Student Support

Through counseling, nursing and wraparound support, Lanier strives to meet the needs of our students and remove barriers to academic success. These services create a network providing a continuum of support for students and families.

Wraparound Service: Wraparound services connect students and their families with resources that address the non-academic challenges that students face which ultimately impact their ability to learn. Students and families should reach out to Lanier's wraparound specialist for assistance.

Counseling Services: Guidance services are available on an as-needed basis to assist students in achieving success and coping with the challenges of middle school life. Information is available on test-taking skills, extracurricular activities, career choices, as well as other academic, social, vocational, or personal concerns. Any student or parent may make an appointment with the school social worker. Counselors and social workers provide onsite services and crisis intervention. For students needing more intensive long-term care, referrals are made to outside agencies.

HISD transportation: Students who reside two or more miles (as measured along the shortest route that may be traveled on public roads) from their assigned campuses are eligible for transportation services at district-designated stops. The HISD Transportation Department is responsible for assigning stops and routes as well as communicating assigned routes and stops to parents. If a parent or student feels that a bus-scheduling problem exists, report your concern to the Houston ISD Routing and Scheduling Department, (713) 613-3040. Transportation is rendered as an auxiliary service by the local board. Transportation service can be discontinued at any time per the HISD Code of Conduct. Responsible student behavior is important for the safety of all passengers.

Illness/Nurse: When students are not feeling well or ill, they should always go to the nurse's office. Students should not call/text parents directly without visiting the clinic. This policy/procedure allows for open dialogue as to why your child is not feeling well.

Immunizations: All students are required to have current and updated immunizations as required by law. It is the responsibility of the student and parent to provide the school with an accurate immunization record. A student may not attend school without documentation of state required immunizations. Exclusions from compliance are allowable on an individualized basis for medical and religious conflicts. Students falling into these categories must submit affidavits as specified by law.

Medication at school: Administering of medication is allowed (by the school nurse) only by order of a physician and with parental consent as recorded on HISD form 40.3740. This form must be on file in the clinic before the medication is administered. Medication is only administered during school hours when it is deemed medically necessary. All medication must have a pharmacy label on the container. Students bringing medication to school are to take it to the nurse in the clinic immediately upon entry to the building. A student may never be in possession of medication to self-administer. **(Exception: In the case of asthma, the physician expressly orders the student to carry an inhaler and meets the above stated criteria.)** Over the counter medications may only be administered in accordance with the policy as stated above. If you have any questions or concerns regarding the administering of medication at school, please contact the school nurse.

Lost and Found: Lost items will be placed in front of Office B. All personal articles should be permanently marked with the owner's name. Students may look for lost items before or after school. Articles will be donated to a charitable organization at the end of each semester.

Lockers: Students must place their backpack and their powered-down technology in their locker before attending their first class. Students must never share their locker or combination with anyone.

PE Lockers: The PE teacher will assign a gym locker. Students will need a combination lock for the PE locker.

Delivery of items: *Instructional time will never be interrupted by the office staff for the delivery of homework, lunch, instruments, projects, etc.* Parents may leave these items at the front foyer desk for the student to pick up during passing periods, lunch, or after school. Please email your student to stop by the front foyer desk to check for forgotten items during their passing periods.

NOTE:

- *Students will not be notified by school staff to pick up items from the front foyer.*
- *No items or lunches will be delivered on State Mandated Testing days.*
- *Delivery from any food service providers will not be allowed.*
- *Lunch drop offs must be made before 10 AM.*

Visitors: All visitors are required to check in at the front foyer, provide proof of identification, and wear a visitor's badge while on campus.

Extracurricular Activities

The purpose of the extracurricular activities and organizations at Lanier Middle School is to promote loyalty, school spirit, and sportsmanship. Each student is encouraged to become a part of the extracurricular life of the campus. To participate in any extracurricular activity, a student must be passing all subjects as indicated by UIL standards at reporting periods and demonstrate exemplary behavior. Additionally, students without a doctor's note who are NOT present at ADA at 10:15AM will not be allowed to participate in afterschool activities, including dance, tryouts, games, competitions, practices, etc.

Athletics: We are proud of the strong athletic program that exists at Lanier Middle School. Participation in the following UIL athletic activities is subject to **"No Pass, No Play"** restriction. These fine programs are open to all 7th and 8th grade students who wish to participate:

Basketball – Cross Country – Football – Soccer – Swimming – Track – Volleyball

NOTE: *All non-UIL activities will be held to the same standards as those that are UIL sanctioned such as softball, baseball, dance, tennis etc.*

Field trips: Lanier teachers search the community for the best opportunities for off-campus learning experiences to emphasize and support the content-area curriculum.

- **Curricular** - A part of the regular school day; constitutes the delivery of instruction.
- **Co-curricular** - These are an extension of classroom instruction in which participation is by the entire class or a significant portion of the class, such as field trips.
- **Extracurricular** - School-sponsored activities that are not directly related to instruction of the essential elements but that offer significant contributions to a student's development.
- Students are asked to return written parental permission by the expressed due date. Students must submit a properly signed field trip permission slip to attend. Permission slips submitted after the deadline will not be accepted and will prevent the students from participating in the field trip.
- Students are expected to adhere to the Code of Student Conduct while away from the Lanier campus.
- Students with multiple discipline infractions/behavior issues may be denied permission to attend a field trip.

Technology

Lanier is committed to creating a personalized learning environment for today's 21st-century learners by utilizing tools to empower our students to transcend the walls of the physical classroom. To achieve this, we will discuss 3 key areas of responsibility:

Technology Principles:

These principles are to ensure every student understands the responsibility of the devices we issue:

- I (student) understand that insurance is a last resort, taking care of my device comes first.
- I (student) understand that laptops and loaners are a privilege and NOT a requirement.
- I (student) will not use any device to disrupt my class.
- I (student) will not show vulgar or inappropriate material on any technology platform or device.
- I (student) will be an example of what student excellence looks like.

Technology Guidelines:

Lanier Middle School will provide 1 laptop to every student for academic use ONLY.

It is allowed to be taken home for one reason, **HOMEWORK**. Students are responsible for:

Bringing a fully charged laptop to school every day.

- We do not provide loaner chargers.

Be respectful and use the laptop for its appropriate use ONLY.

- Two instances of laptop misconduct will result in the student's laptop being taken away and placed on paper-based assignments, until the student can prove they can be trusted with the privilege of a student laptop.

Keeping up with the provided charger.

- No replacements/loaners will be issued. You will have to purchase a new charger via the link below.

Students will not use their laptop to disrupt or disturb other students during, after or before classes.

Students will not drop, kick, punch, throw or damage their device in any way.

Students will not connect to a VPN or Proxy Server to visit sites that are restricted to them.

- This will count as an infraction and will count as 1 of the 2 requirements to remove the device from the student and place the student on paper assignments.

All devices and chargers are to be returned at the end of the school year -OR- before the student withdraws from Lanier Middle School.

Loaners:

Return all loaners by 3:30 PM daily.

Do not take the loaner home with you.

Loaner Policy Update:

Each student is allowed 2 loaners, per 6-week period:

Eligible Loaner:

- Left device at home (twice per 6 weeks)
- Forgot to charge device

Exceptions:

These students are permitted to use loaners on multiple occasions:

- Students waiting their devices return from repair
- Lost devices longer than 2 days.
- **Not Allowed to Receive Loaners:**
 - Intentionally damages more than 1 device without purchasing a replacement.
 - <https://tinyurl.com/lanier-replacement>
 - Leaves device at home without reasonable excuse more than 2 times.
 - Does not follow loaner rules.
 - Loses more than 1 device without purchasing a replacement.

Lost/Stolen Devices:

Students are to report their laptops missing to the campus technologist within 24 hours. If you locate your device, inform the campus technologist so they do not lock your computer.

If you still have not located your device within 48 hours (about 2 days), your device will be locked and officially reported as

missing.

If your device is not located within 15 school days a replacement device will be issued to you, provided you follow the loaner process during your wait time. Any violation of the loaner policy can result in a longer wait time to receive another device.

Broken Devices:

Report your broken device immediately to the Power-Up office.

Replacements:

- If your device's damage is within the accidental protection guidelines your device will be replaced the same day the incident is reported.
- If your device's damage is **not** within the accidental protection guidelines, you will wait until your device returns from repair.
 - This can take anywhere from 1 to 6 weeks.
 - Loaners will be provided until your device is repaired.
 - The loaner device will need to be returned by the end-of-day unless the Power-Up Office has received a request by the student's teacher to take the device home for homework, the device will need to be returned the following morning to avoid loaner penalties.

Replacement Links:

Laptop Replacement:

Charger Replacement:

Hotspot Replacement: <https://www.schoolpay.com/pay/for/Lanier--Hot-Spot-Replacement---20232024/Scy2Nrl>

Canvas:

Students are expected to complete all work assigned in Canvas.

Students should check Canvas on days they are absent to see what they have missed.

Canvas grades are not the student's official grade. Students and parents should continue to check Power School for official grades.

Parents can create a Canvas observer account to monitor student progress in Canvas.

Cell Phones:

Student cell phones must be turned off and placed in the student's locker during the instructional day from 8:30 AM to 4:00 P.M. When the bell rings at 4:00 PM, students may remove their cell phones from their locker prior to leaving the school building. Any cell phone visible during the instructional day will be confiscated and sent to Office B for storage in a secure location. The phone may be retrieved between 8-8:30 and 4-4:30 in Office B once a fee of \$15 is paid via School Pay only.

Texas Education Code 37.082 allows a \$15.00 retrieval fee for cell phones. Keep in mind this policy is not intended to thwart any safety plan parents may have with their children. Students will have their phones available to them prior to entering and after they leave the school building each day. In the event of an emergency, Office B telephones will be available for student use with permission from the office staff. If parents need to contact their child, please email your child, or contact the school office at (713) 942-1900.

Communication

We have multiple ways to communicate the needs of children and to report academic progress. These communication methods may include direct teacher or administrator emails, progress reports, report cards, Parent-Student Connect (PSC), teacher meetings, school-wide letters, and/or callouts. Teachers and administrators are expected to reply to emails within two school days.

School Messenger

The administration of Lanier Middle School may periodically send school-wide communication via School Messenger. This system uses the contact information in PowerSchool to text and/or email Lanier families with important information and announcements.

School Website

The Lanier Middle School website has helpful resources available for parents, students, and staff. The website has email addresses for all our teachers and staff. www.houstonisd.org/lanier



Purple Page

This parent-generated digital publication contains school community news, important events and celebrations. To receive the PTO's Purple Page, parents should join the mailing list by signing up on the Lanier PTO's website.

Cluster Newsletters

Every other week, cluster leaders send out a newsletter with information about grade-level and subject-specific updates.

HISD Anonymous Tip Line

(713) 641-7446

Sandy Hook Promise

The Say Something Anonymous Reporting System allows you to submit secure, anonymous safety concerns to help someone who may hurt themselves or others.



1-844-5-SayNow

