**The Academy of Energy, Medicine, and Aerospace at James S. Deady Middle School**

2500 Broadway Street

Houston, TX 77012



**Student Handbook 2022-2023**

Hyper D.R.I.V.E.

*Daring & Responsive individuals vying for excellence*

**Opal Harrison Ford, Ed.D. -** Principal

**ADMINISTRATIVE TEAM:**

Dr. Opal Harrison Ford, Principal

Sonya Thornton, Dean of Instruction, Gr-8 Administrator

Dr. Sjerrie Colburn, Assistant Principal, Gr-7 Administrator

Maria Z. Castillo, Assistant Principal, Gr-6 Administrator

Roxana Serrano, Magnet Coordinator

Melody Davis, Reading Specialist

Vanessa Bivens, Math Specialist

Trina Evans-Lee, Special Education Chair

Birlly Silvestre, VILS Coach

**SOCIAL EMOTIONAL LEARNING SUPPORT TEAM:**

Chassidy Thompson-Lewis, Counselor

Aisha Bartholomew, Communities in Schools Social Worker

Amanda Tavares, Communities in Schools

Ismael Guerrero, Wrap Around Services

**HISD BOARD OF EDUCATION**

Judith Cruz, District VIII, President

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***\*****Dani Hernandez, District III*

Dr. Patricia Allen, District IV

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**SCHOOL LEADERSHIP**

Dr. Millard House, Superintendent

Dr. Khalilah Campbell-Rhone, RISE Area Superintendent

Dr. Tia Locke-Simmons, School Support Officer

\*Deady MS Elected Trustee

School Mascot

*The Mighty Hornets*



School Colors

Blue and White

Vision

To provide authentic and diverse learning experiences for every student by working with all stakeholders to foster successful advocacy and agency to compete in a global society.

Mission

To achieve academic and social excellence by providing collaborative and inquiry-based opportunities with a nurturing and community-supported learning environment.

**HOUSTON INDEPENDENT SCHOOL DISTRICT**

**Academy of Energy, Medicine and Aerospace**
 **at James S. Deady Middle School**
 **2022-2023 BELL SCHEDULE**

**Monday through Friday**

OFFICIAL ADA TIME IS 10:00 AM.

|  |  |  |  |
| --- | --- | --- | --- |
| **PERIOD** | **START** | **END** | **LENGTH (MIN)** |
| ***Arrival*** | 8:20 AM | 8:30 AM |  |
| **Advocacy** | 8:30 AM | 9:10 AM | 40 |
| **1B/1W** | 9:14 AM | 10:24 AM | 70 |
| **2B/2W** | 10:28 AM | 11:38 AM | 70 |
| **1st Lunch** | **11:42 AM** | **12:12 PM** | **30** |
|  **3B/3W** 1st Lunch attends class. | 12:16 PM | 1:32 PM | 76 |
| **3B/3W** 2nd Lunch attends class. | 11:42 AM | 12:18 PM | 36 |
|  **2nd Lunch** | **12:22 PM** | **12:52 PM** | **30** |
| **3B/3W** 2nd Lunch attends class. | 12:19 PM | 12:51 PM | 32 |
|  |   |   |   |
|  **A3/B3** *C Lunch attends class.* | 11:09 AM | 12:19 PM | 70 |
|  **C Lunch** | **12:21 PM** | **12:51 PM** | **30** |
| **A4/B4** | 12:55 PM | 1:54 PM | 59 |
| **A5/B5** | 1:58PM | 2:57 PM | 59 |
| **A6/B6** | 3:01 PM | **4:00 PM** | 59 |
| ***Dismissal*** | 4:00 PM | 4:05 PM |   |

**Teacher Duty Time:**
**8:20 a.m. – 4:05 p.m.**

**Dress Code**

***James S. Deady Middle School is a standard dress code school!***

Our dress code is designed to support a climate where learning and academic achievement are the focus. It is based on comfort, appropriateness, modesty, safety, and affordability. Students are expected to comply with the dress code at all times. No apparel, dress, or grooming that is disruptive to the classroom atmosphere or educational process will be permitted. In any case where there is a question about the applicability or appropriateness of clothing, the judgment and decision of the administration shall prevail.

No over-sized clothing may be worn.

Bandanas may not be brought or worn on campus.

Clothing without logos is preferred. If logos are visible, these logos are to be small and discreet.

**DRESS CODE GUIDELINES**

**Uniform Shirts:** Polo style collared shirts or solid color t-shirts must be worn in the color specific to their grade level:

**6th Grade**- Yellow

**7th Grade**- Gray or White

**8th Grade**-Royal Blue

School spirit shirt or college shirt may be worn on Fridays.

Shirts may be long or short sleeve. All shirts must be of appropriate size and fit. Shirts are to be sized so that the sleeve seam rides on the shoulder. Shirts are not to bear slogans, graphics or messages. Manufacturer logos, if present, are to be small and discreet. When applicable, short/long sleeved properly fitted undershirts in solid colors may be worn under a polo or collared shirt. Extra bagginess, off the shoulder, immodestly low-cut necklines, bare backs, or exposing midriffs are not allowed. Suspender straps must be attached as designed and worn on shoulders. Shirts and blouses are expected to be buttoned.

**Pants/Jeans:** Solid color pants/jeans in khaki (tan), or black or jeans. Styles that are tight-fitting, oversized, or include holes, rips, or tears are not acceptable. Sagging pants are not permitted. They must be worn at waist level, so the use of a belt might be necessary if the pants do not remain at waist level while walking. Zippers on pants must be zipped. Pants are not to bear slogans, pictures, or messages. Manufacturer logos, if present, are to be small and discreet. Length of pants may not extend below the heel of the shoe. Tights or leggings worn as outerwear, spandex, bike shorts, bathing/swimming wear, sleep wear (including pajamas), etc., are not permitted.

**Shorts:** Shorts must be knee length and must always be properly fitting and worn at waist level. The colors allowed are:

Khaki, black or denim skirts with no holes or rips

**Skirts:** Skirts must be knee length, worn at waist level, and may not have a split above the knee. Tight fitting styles are not acceptable. The colors allowed are:

Khaki, black or denim skirts with no holes or rips

**Dresses/Jumpers:** Dresses should be knee length, solid color with sleeves, and may not have a split above the knee. Tight fitting styles are not acceptable.

**Footwear:** Shoes must be worn at all times. Shoes are required to be closed toe and closed heel (e.g. sneakers, tennis shoes). No flip flops, house slippers, or slides/slip-ons are allowed.

**Outerwear:** Outerwear includes jackets, coats, nylon windbreakers, fleece, and sweatshirts of waist-hip length. Jackets can be any color. Outerwear must be of appropriate size and fit and remain unzipped during the school day. **H*oods on jackets, shirts, or sweatshirts are NOT allowed to be worn inside the building.***

#### Accessories: Jewelry and other accessories shall not convey vulgar or prohibited messages. Any personal jewelry or fashion accessory that is a safety hazard or that is a distraction to the learning environment will not be permitted. Examples of such accessories include but are not limited to: earbuds, airpods (or similar items), dog collars, hair picks/combs, chains etc…

* Body/Facial Piercing(s) are required to be covered by a standard adhesive bandage and/or removed.

#### Head Coverings/Sunglasses: Hoodies, scarves, curlers, bandanas, sweatbands, or other similar head coverings or adornments shall not be worn to class or within school buildings.

* Caps, hats, beanies, or other similar head coverings shall not be worn to class or within school buildings unless prescribed by a physician, previously approved by the school's administration for religious reasons, or approved by the school's administration for a special school activity.
* Sunglasses (unless prescribed by a physician) shall not be worn to class or within school buildings or on the walkway.

**School Team Apparel**

School team apparel or school organizational shirts are allowed on a game day or on other days as approved by the school's administration. All students participating in approved school activities are expected to comply with required dress and personal appearance regulations of the activity in which they are participating. Students who refuse to dress as required by the school or sponsor will not be permitted to participate in the activity or to represent the school in any way.

**PROHIBITED MESSAGES ON CLOTHING & BODY MARKINGS:** The following decoration(s) and/or design(s) imprinted upon or attached to the body or clothing is(are) **NOT allowed**:

* Symbols, mottos, words or acronyms that convey crude, vulgar, profane, violent, depicting weapons, death-oriented, gang-related, sexually explicit, or sexually suggestive messages.
* Symbols, mottos, words or acronyms advertising tobacco, alcohol, or illegal drugs or drug paraphernalia.
* Symbols, mottos, words or acronyms identifying a student as a member of a secret or overtly antisocial group or gang or that identifies a student as a member of an organization that professes violence or hatred toward one's fellow man.
* Visible and permanent tattoos/brands incompatible with the standards must be covered.

**Religious and Health Accommodation**

When a bona fide religious belief or health need of a student conflicts with the school dress code, reasonable accommodations shall be made. Any student desiring accommodation shall notify the school principal in writing of the requested accommodation and the factual basis for the request. Approved coverings worn as part of a student's religious practices or beliefs shall not be prohibited under this policy.

**Consequences/Penalties/Sanctions**
Students who elect not to conform to the dress and grooming rules set forth by this policy will be subjected to disciplinary actions and/or sanctions as defined by the district's Student Code of Conduct.

## Attendance Procedures

**Texas and Compulsory Attendance**

**The Houston Independent School District expects all students to attend school** **regularly** **and to be on time for classes in order to benefit from the instructional program and to develop habits of punctuality, self-discipline, and responsibility.**

**Regular attendance is required by law.** It is also the greatest single factor in determining success in school. Texas law requires students who have not yet completed the academic year in which their 18th birthday falls to be enrolled in and attend school each school day. **Students with excessive absences will be ticketed for truancy.**

**Compulsory School Attendance**

The Texas Compulsory School Attendance Law requires that all students attend school from ages six (6) to eighteen (18). All students are expected to be on time and attend school every day, unless there is a reason for an excused absence. The City of Houston Mayor’s Anti-Gang office will investigate all unexcused absences and enforce the Compulsory School Attendance Law. The student’s parent is subject to prosecution under Education Code 25.093 and the student is subject to prosecution under Education Code 25.094.

**Reasons for Excused Absences**

• Illness of student and/or doctor appointments for student

• Sickness or death in the family

• Quarantine

• Weather or road conditions that make traveling dangerous.

• Participation in school activities with permission from the principal

• Juvenile court proceeding documented by probation officer

• Emergencies
• Any reasons deemed acceptable by the principal or superintendent

*\*\*A student who is absent for any reason, other than for a documented healthcare appointment, will not be allowed to participate in school related activities on that day or evening.*

**Written Reason for Absence**

If a student is absent for an entire day or a portion of the day, an oral/written excuse from the parent/guardian must be provided by email, fax or physically brought to the attendance office or a school official upon the student’s return. The note should include: the date and time of absence, student name and ID number, the reason for the absence, and the parent/guardian’s signature. If a written excuse is not provided, the absence is documented as unexcused.

***\*\*Notes must be turned in within three days of return to school.***

***Only three (3) handwritten excuses are permitted per semester.***

**Make-up Work Policy**

MAKE-UP WORK POLICY: Students are given three (3) days per absence, to turn in any make-up work. It is the student’s responsibility to ask the teacher for any work missed. The three-day period shall begin with the day the student returns to school.

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

* Call a friend in your class to get the notes and find out what you missed so you will not be behind when you return.
* Complete the assignments to the best of your ability.
* Call or email the teacher to request additional information (if necessary).

If you do not make up your work within the guidelines specified by 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.

**Before a Planned Absence**

* Communicate with the teacher at least a day or two before you are going to be out.
* Ask, “Can I pick up my missing assignments on \_\_\_\_\_\_\_\_\_ (insert date)?”
* Pick up the assignments on the appropriate date.
* Complete the assignments to the best of your ability and turn it to the teacher when you return to school.

**Leaving School Early**

* A student will not be released from school at times other than regular dismissal hours unless picked up by a parent or a contact designated on enrollment form by parent.
* Students must stay in their assigned class and will be called to the attendance office when their parent or legal guardian arrives.
* The parent/legal guardian who picks up the student must be on file with the campus and must sign the student out of school in the foyer before leaving the campus.
* Parents may not be contacted from any other phone than in the administrator’s office or the nurse’s office for dismissal purposes.

Even though a parent signs out a student at the foyer, it is still the responsibility of the parent/guardian to submit an excuse letter for picking up students early from school for attendance purposes. Failure to submit an excuse letter to the attendance office could add unexcused absences for the periods that the student is not present.

**Dismissal**

• School is dismissed at 4:00 p.m. At that time students should immediately leave the campus.

• The only exception are students that are staying for a sponsored after school activity, in which case they must be picked up immediately after the activity is over.

• Students will not be released from class after 3:45 p.m. (15/15 rule)

• Any adult checking a child out of school must be listed on the student’s emergency card.

• Parents/Guardians must update the Enrollment form and Emergency card regularly and provide a valid ID/Driver’s License. No exceptions.

**Late Arrival to School**
Any student who arrives to school after 8:30 a.m. must report to their grade level administrator and/or grade level discipline clerk to be documented as tardy and receive a pass to go to class.

Students will receive disciplinary consequences from their grade level administrator and a phone call home will be done to promote accountability and good follow up from parent/guardians at home. Notes from a parent/guardian will be accepted but will not excuse a tardy. If the student is on a behavior/attendance contract or under truancy remedial order by Justice of the Peace the student and parent will still be responsible

**Tardy to Class**

All students are expected to report to class on time in person or virtually. Passing periods between classes are four minutes long. Students with excessive absences and/or late arrivals will be referred to the administrative team and attendance support personnel. Students who are consistently late to class will receive disciplinary consequences.

**Attendance Law Texas Education Code 25.085. Compulsory School Says:**

(a) A child who is required to attend school under this Section shall attend school each school day for the entire period the program of instruction is provided

(b) Unless specifically exempted by Section 25.086., a child who is at least six (6) years of age, or who is younger than six (6) years of age and has previously been enrolled in first (1st) grade, and who has not yet reached the child's 19th birthday shall attend school

(c) On enrollment in prekindergarten or kindergarten, a child shall attend school

(d) Unless specifically exempted by Section 25.086., a student enrolled in a school district must attend an extended year program for which the student is eligible that is provided by the district for students identified as likely not to be promoted to the next grade level or tutorial classes required by the district under Section 29.084

(e) A person who is 19 years old is required to attend each school day for the entire period the program of instruction for which the student is enrolled is offered. However, if the person has more than five unexcused absences in a semester, the school district may revoke the person's enrollment for the remainder of the school year. A person whose enrollment is revoked under this subsection may be considered an unauthorized person on school district grounds for purposes of Sec. 37.107. Texas Education Code Sec.25.095.

**Warning Notice**

If a student is absent without an excuse for ten (10) or more days or parts of days in a six-month period:

(a) the student's parent is subject to prosecution under Texas Education Code Section 25.093; and

(b) the student may be subject to referral to truancy court pursuant to Texas House Bill 2398.

An offense under these sections is a Civil Penalty (Texas House Bill 2398). Each day the child remains out of school after the warning has been given/sent or the child has been ordered to attend school by the juvenile court may constitute a separate offense. A parent/guardian is subject to a fine ranging from $100 to $500 per offense after this warning notice (Texas House Bill 2398).

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**Conduct/Discipline**

Students are expected to comply with the rules and guidelines that ***James S. Deady Middle School***faculty and staff have put in place and are expected to adhere to the policies and guidelines stipulated in the [HISD Code of Student Conduct](https://www.houstonisd.org/codeofconduct).

**Class Behavior**

Students are expected to behave in such a way that promotes learning. As a student you are expected to:

* Arrive on time to class with all the necessary materials (paper, textbooks, writing utensils, etc.).
* Be an active participant in your learning (ask questions, complete assignments, etc.).
* Make every effort to learn the information.
* Interact respectfully with both your peers and teachers.

A few sample behaviors that impede the learning process and are violations at JAMES S. DEADY MIDDLE SCHOOL are:

* Not following the classroom rules and procedures.
* Eating or chewing gum in classrooms and hallways.
* Acts of disrespect: talking at inappropriate times, horse-playing, laughing at other students, failure to respond promptly and appropriately to an adult, etc.
* Refusal to participate in classroom activities and/or learning process.
* Use of inappropriate language, gestures, and/or clothing.
* Dishonest acts: cheating, plagiarism, forging signatures, and lying to school officials.

**In order to promote good behavior and follow up with positive reinforcements, students will be held to be supported with progressive responses to Level 1 and Level 2 discipline infractions.**

**1st Incident - (Verbal Warning)**

**2nd Incident - (Student/Teacher Conference)**

**3rd Incident - (Parent Contact)**

**4th Incident - (Parent/Teacher Conference)**

**5th incident - OFFICE REFERRAL – Copy of Prior Interventions will be provided.**

 **Hallway Behavior**

* If you are in the hallway during class, you must have a pass from a teacher or school official and proceed quietly so as not to disturb those engaged in the learning process.
* JAMES S. DEADY MIDDLE SCHOOL uses a 15/15 rule where students are not allowed to leave the classroom the first or last 15 minutes of class.
* During passing periods, you are expected to:
	+ Walk briskly, not run to class.
	+ Stay to the right of the Hallway.
	+ Talk at a reasonable volume.
	+ **Keeping your hands to yourself (this includes inappropriate displays of affection: hugging, kissing, holding hands, etc.).**
	+ No eating or chewing gum in classrooms.
* Students are not allowed to be in any area of the school without the supervision of an adult. This includes gym locker rooms, the cafeteria, classrooms, etc. If you are in an undesignated area, you will be considered in violation of the student code of conduct.

**Parent Notification of Violations**

* Parents/Guardians may be notified of student violations by phone, email, or other written documents.
* In such notifications, parents could be asked to attend a conference or simply be asked to sign the document verifying that they understand the consequences the student is receiving for their misbehavior.
* It is the student’s responsibility to provide the parent/guardian a copy of any written notifications from teachers and school administration.

**Assistant Principal Referrals**

* Once a student has been referred to their AP, the AP may assign the consequences.
	+ Phone Conference with Parent/Guardian
	+ Student/Parent/Admin Conference
	+ Behavior Contract
	+ Referral to Counselor/Wrap Around/CIS
	+ After-school or Saturday detention
	+ In-school suspension
	+ Out of school suspension
	+ Placement at HISD Secondary DAEP
	+ Expulsion to JJAEP
	+ Referral to Police Department for illegal acts

 **Please refer to the HISD Student Code of Conduct for violations and consequences.**

* All students’ assigned discipline by an administrator will have a copy of their conference and dispensation that must be given to parents. Phone calls are done after every consequence assigned. Please make sure student records and parent numbers are up-to-date, a copy of numbers listed can be given by the Student Information Representative in the registration office.

**Academic Program**

**Grading**

Marking periods at JAMES S. DEADY Middle School are divided into six, six-week terms. Report cards and transcript grades are reported in accordance with HISD policy.

The following grading scale is used in HISD:

|  |  |
| --- | --- |
| **Numeric Average** | **Letter Grade Equivalent** |
| 100-90 | A |
| 89- 80 | B |
| 79-75 | C |
| 74-70 | D |
| 69-below | F |

**Conduct & Behavior**

Conduct grades affect eligibility for participation in school activities. Poor conduct interferes with a student’s ability to learn and a teacher’s ability to teach. Student behavior is graded on the following scale:

|  |  |
| --- | --- |
| E | Excellent |
| S | Satisfactory |
| P | Poor  |
| U  | Unacceptable  |

Students who show exceptional mastery in all classes or in all classes except 2 where those grades show mastery and maintain at least an ‘S’ in conduct earn Honor Roll status.

Academic grades that are below average and behavior grades below satisfactory can prohibit you from participating in school-sponsored activities such as dances and field trips. Failing grades exclude otherwise eligible students from participating in extracurricular activities including band, choir, University Interscholastic League (UIL) and club sports, etc.

**Promotion / Retention Policy**

* A student may only be promoted based on academic achievement or demonstrated proficiency of the subject matter of the course.
* To earn credit in a course, a student must receive a grade of 70, or above, based on the course-level standards in addition to meeting attendance requirements.
* If a student is “borderline” or below 70 at the end of the first three weeks of any grading period, the student’s parent or guardian will be notified.

# Academic Reports to Parents

School officials communicate your academic progress to your parents through the following methods:

* School Issued Progress reports: The school sends home a progress report at the middle of the six-week marking period.
* Report Cards: Report cards will be sent home at the end of the six weeks.
* Teacher Issued Progress reports: A teacher may choose to send home a progress report for his/her own class. This may be done at any time and may require a parent signature.

**Academic Assignment (Homework and Class work)**

Teachers assign work to help you learn. This work must be completed with your best effort in the amount of time allotted. If this work is not completed to the standard necessary to prove your mastery of the material, certain measures may be taken by the school to assure maximum learning.

|  |  |
| --- | --- |
| Consequences | Teacher may: |
| First missing assignment | Issue a warning and notify parent. \*Grade deduction on assignment. |
| Second missing assignment | Notify parent, issue detention, and/or request a parent conference. \*Grade deduction on assignment. |
| Subsequent missing assignment | Refer the student to grade level AP for additional intervention. \*Grade deduction on assignment. |

**\****see late work policy*

## Absences and Makeup Work

* Following an absence, the student will be allowed to make up work missed.
* For each day missed, 3 school days will be allowed to complete the assignment after received from the instructor.

*Example. Makeup assignments received* ***Monday****-----Due* ***Thursday*** *to the teacher.*

* Teachers may extend the time allowance for making up work missed if the specific circumstances of the situation merit such action. ***It is the student’s responsibility to arrange makeup work and turning in assignments.***

**Late Work Policy**

Every Grade Level will present their late work policy in your student’s syllabi. Please refer to that information the first week of school.

**Extracurricular Activities, Clubs, and Organizations**

* Co-curricular activities are an extension of classroom instruction. They relate directly to and enhance student learning of the TEKS through participation, demonstration, illustration, and observation.
* Co-curricular activities are conducted or supervised by a classroom teacher or other educational professional. Grade requirements shall not prevent students from participating in after-school, co-curricular activities.
* A student is allowed five absences during each semester for participation in school extra-curricular and co-curricular activities. These are excused absences and will be documented in each teacher’s attendance records as well as on the school’s master attendance database (Power School).
* Sponsors of extracurricular activities must ensure that lists of participating students reach the attendance office prior to departure for those activities, so that the correct absence code is entered for each student’s absence. Extracurricular absences will not appear on the student’s report card as absences.
* On the days a student serves an in-school suspension or out-of-school suspension, he or she may not participate in or attend any after-school activities, i.e., dances, sport practices, games, etc.

**Please note**: Student clubs and performing groups, such as the band, choir, drill, and athletic teams, may establish codes of conduct and consequences for misbehavior that are stricter than those for students in general. If a violation is also a violation of school rules, the consequences specified by the *HISD Code of Student Conduct* will apply in addition to any consequences specified by the organization.

**Student Offices and Elections**

The Student Council sponsors all student elections. Students who are interested in becoming class officers or hold special honors must satisfy the following requirements:

* Not less than an “S” in conduct for the current and the preceding semester.
* Passing grades in all classes with no less than a “C” average for the current and preceding semester.
* No “F’s,” “I’s,” or “P’s” in the preceding grading period.

Students who are interested and qualify should sign up in person during the appropriate filing period. Unless otherwise specified, each candidate must pay a nonrefundable filing fee.

**Health and Welfare of Students**

**COVID-19 Awareness**

* There is a current vaccine to prevent coronavirus disease.
* The best way to prevent illness is to avoid being exposed to this virus and get the Covid-19 vaccine.
* The virus is thought to spread mainly from person-to-person.
	+ Between people who are in close contact with one another.
	+ Through respiratory droplets produced when an infected person coughs, sneezes or talks.
	+ These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs.
	+ Some recent studies have suggested that COVID-19 may be spread by people who are not showing symptoms.
	+ **Everyone should:**
	Wash your hands often. Avoid close contact. Cover your mouth and nose with a cloth face cover when around others. Cover coughs and sneezes. Clean and disinfect. Monitor Your Health
* Follow CDC guidance if symptoms develop.

**COVID-19 Guidance - School Operations & Closures**

* The district, in collaboration with city, state and health officials, will provide guidance around school operations due to COVID-19. Please refer to the district website at [www.houstonisd.org](http://www.houstonisd.org) and local news to follow and receive updates.

**Health Information**

* Any pertinent health information should immediately be provided to the nurse so that she may be of assistance in matters concerning student health.
* The school nurse is responsible for checking student’s immunization records.
* Any immunizations received should be reported to the nurse so she may add them to the to the student’s immunizations record.

**School Nurse and Clinic**

* The school nurse provides clinic services in the event of illness or injury occurring during the day.
* A student may go to the clinic only after obtaining a permit from a teacher.
* If the Nurse believes the student should go home, the student’s parent/guardian will be notified by a school official.
* No student may leave school grounds for an illness or injury without the nurse’s or assistant principal’s permission.

**Medicine at School “*Zero Tolerance”***

* The school nurse will coordinate medication needs.
* Any student needing to take medication during the school day must complete a **physician’s request for administering medicine during school hour’s** form. The form must be filled out and signed by the physician or dentist and parent/legal guardian, then returned to the nurse to be kept in the clinic on file.
* Medication must be in the original container and be appropriately labeled by the pharmacy. Non-prescription medication must be in an unopened container with a pharmacy label attached.

**Emergency Medical Treatment**

* If a student should have a medical emergency at school or a school-related activity when the parent cannot be reached, the school will need to have written parental consent to obtain emergency medical treatment.
* Parents are asked each year to complete an emergency care consent form. Parents should keep emergency care information (name of doctor, emergency phone numbers, allergies to medications, etc.) up to date. Having current information is of critical importance. Please contact the school nurse to update any information.
* The District is not responsible for medical costs associated with a student’s injury. The District does make available, however, an optional, low-cost student accident insurance program to assist parents in meeting medical expenses. A parent who desires coverage for his or her child will be responsible for paying insurance premiums and for submitting claims.

**Communicable Diseases / Conditions**

Students infected with certain diseases are not allowed to come to school while contagious. Parents of a student with a communicable or contagious disease should phone the school nurse/principal so that other students who have been exposed to the disease can be alerted. These diseases include:

* COVID-19
* Diphtheria
* Hepatitis (Infectious)
* Measles (Rubella)
* Meningitis Meningococcal (epidemic type)
* Monkeypox
* Mumps
* Poliomyelitis
* Ringworm of Scalp
* Scabies
* Smallpox
* Typhoid Fever

**Counseling and Community Services**

In the event you are experiencing a crisis, or just need a listening ear, the Deady SEL (Social and Emotional Learning) Team is here for you! We are available to assist you with any needs regarding academics, personal conflicts, family relationships, access to community resources, etc. Please do not hesitate to visit our offices or contact us via Microsoft TEAMS chat, or email. All conversations are confidential with the exception that you express concerns that may cause harm to yourself or others. In the event you do not feel comfortable reaching out in person or through TEAMS and email, you may make anonymous reports through the See Something, Say Something reporting system, and your concerns will be addressed.

**Mrs. Thompson-Lewis- COUNSELOR**

Cthomp10@houstonisd.org

**Ms. Bartholomew- COMMUNITIES IN SCHOOLS**

Aisha.bartholomew@houstonisd.org

**Ms. Tavares - COMMUNITIES IN SCHOOLS**

atavares@cis-houston.org

**Mr. Guerrero- WRAPAROUND SERVICES**



**Safety**

**Drills – Fire, Tornado, and Other Emergencies**

* Drills are held on a monthly basis, as required by law, and are an important safety precaution.
* At the sounding of the fire alarm, students must proceed to the fire exit as directed by instructions posted in the classroom in a quiet and orderly manner.
* Upon reaching the outside of the building, they will move to the assigned location and must remain with their class.
* Students must leave clear paths along driveways and parking lots for fire equipment.
* Teachers will take roll to ensure that all students have exited safely. When returning to class, students should move quickly and orderly to their assigned class.
* Students are prohibited by state law from making false fire alarm calls. Any student apprehended for making a false fire alarm call will be disciplined according to the procedures outlined in the *HISD Code of Student Conduct* which mandates the removal of the student to a Disciplinary Alternative Education Program.

**Safety/Accident Prevention**

Student safety on campus or at school-related events is a high priority of the District. Although the District has implemented safety procedures, the cooperation of the students is essential to ensure school safety.

Students should:

* Avoid conduct that is likely to put the student or other students at risk.
* Follow the *HISD Code of Student Conduct* and any additional rules for behavior and safety set by the principal, teacher, or bus drivers.
* Remain alert to and promptly report safety hazards, such as intruders on campus.
* Know emergency evacuation routes and signal.
* Immediately follow the instructions of teachers, bus drivers, and other district employees who are overseeing the welfare of students.
* Teachers must carry his/her class roster during a fire drill and take attendance to account for every student.

**Pest Control Information**

* The District periodically applies pesticides inside building.
* Except in an emergency, signs will be posted 48 hours before application.
* Parents who want to be notified prior to pesticide application inside their child’s school may contact the school nurse at 713-845-7411.

**Weather**

* The decision to close school because of inclement weather or bad road conditions is made by the Superintendent of Schools. When the decision is made, it is given to the Houston radio and television stations.
* The announcement will specifically refer to the Houston Independent School District. Do not call the school. Please listen to your local radio or television station.

**S.T.E.M. Magnet Program**

James S. Deady is a S.T.E.M. magnet school. The S.T.E.M. program that is offered has a focus on Aerospace, Energy and Medicine. Students have the opportunity for in-depth, process-oriented studies of S.T.E.M. disciplines in conjunction with a strong academic program. These studies develop critical-thinking and problem-solving skills through relevant and meaningful S.T.E.M. explorations. Student-centered learning emphasizes “hands-on” activities with real world applications. The school currently has an on-going collaboration with NASA and utilizes Project Lead the Way curriculum as a supplement to instruction.

**Program Expectations**

**Grades**

* Grade 6-8, maintain an individual class average of 75 or higher in all core classes and an average of 80 or higher in all magnet classes

**Attendance**

* Maintain regular attendance in accordance with the school’s Student Code of Conduct and Texas Education Code (TEC) Section 25.085 Compulsory School Attendance

 **Behavior**

* Adhere to the HISD Student Code of Conduct and maintain a conduct grade of ‘S’ or higher
* Refrain from excessive tardiness in accordance with the district and school’s Student Code of Conduct

**Growth Plan**

* Students who do not meet these program expectations, or whose parents do not meet program expectations, are placed on an ***HISD Magnet Growth Plan*** for a minimum of one grading cycle.
* The growth plan is intended to help students and parents successfully meet program expectations.
* A growth plan committee comprised of campus professionals and parent(s) will evaluate progress on this plan at the end of the specified time period.
* The growth plan is reviewed each grading cycle that it remains in place and is used to determine if the student should continue in the Magnet program the following school year.
* All Magnet transfers are for one year and may only be denied at the end of the year.

**PLEASE NOTE:**

* A Magnet transfer is a one-year commitment. A recommendation from the growth plan committee could result in a student losing his or her place in this Magnet program at the end of the year and returning to their zoned or another choice school at the beginning of the next school year.

* Students cannot be placed in the regular educational program on the same campus where they have a magnet transfer.

* All students are limited to a single transfer each school year.

* Should the child choose to leave the program *voluntarily* before the end of the school year, he or she may return only to their zoned campus. A voluntary exit form must be completed if a student withdraws from the program before the end of the year.

**Apply**

The easiest and most efficient way to apply is through our online system.

Visit [www.hisdchoice.com](http://www.hisdchoice.com)

**Frequent Topics**

**Campus Issued Device Support**

Any concerns with Chromebooks, please contact the campus at 713-845-7411. The campus User Device Technician will be able to support with troubleshooting devices and providing additional information.

**Username and Password for Microsoft Teams and the HUB**

Student login information is as follows:

**Username**: S(ID#). Example (S1234567)

**Password**: All students will be logging on with a new default password (HisdMMYY) and students in grades 6th – 12th will then be asked to reset passwords to a new password of their own choosing.

If your password is not working, please contact the campus technologist for Deady Middle School at 713-845-7411.

**Unacceptable Items on Campus**

Students are not allowed to have the following items on campus or at any school sponsored events:

* Permanent markers (ex. Sharpies, paint pens, etc.…)
* Any substance that could be used as an illegal drug (marijuana, tobacco, alcohol, prescribed medications, etc.).
* Any paraphernalia associated with illegal drugs or gang-related materials.
* Any printed material that could be considered vulgar and/or graphic and therefore inappropriate for school.

**Textbooks**

* As part of the current textbook adoption, all students have access to textbooks under Digital Resources as part of Canvas.
* It is the student’s responsibility to use the textbooks in the appropriate manner discussed in class.
* Students also have access to online novels through resources such as MackinVia through Digital Resources as a part of Canvas.

**Personal Property Responsibility**

* Personal property such as Portable Electronic Devices (PEDs), backpacks, musical instruments, etc. brought to school is the responsibility of the student.
* The school district does not carry insurance on students’ personal property.
* Lost items will not be replaced by the school.

**Prayer During School Hours**

* Each student has a right to individually, voluntarily, and silently pray or meditate in school in a manner that does not disrupt instructional or other activities of the school.
* The school will not require, encourage, or coerce a student to engage in or to refrain from such prayer or meditation during any school activity.

**Educational Fees**

This year there is an annual, non-refundable $25 security deposit fee for Chromebooks.

Other materials that are part of the basic educational program are provided with state and local funds and are at no charge to a student. A student, however, is expected to provide his or her own pens, pencils, paper, erasers, and notebooks, and may be required to pay certain other fees, deposits, or rentals, including:

* Costs for materials for a class project that the student will keep
* Membership dues in voluntary clubs or student and admission fees to extracurricular activities
* Book fines, including lost textbook and library books
* Musical instrument rental and uniform for band and ROTC, when uniforms are provided by the District
* Replacement of student identification badges
* Printing fees
* Personal physical education and athletic equipment and apparel
* Voluntarily purchased pictures, publications, class rings, yearbooks, graduation announcements, etc.
* Voluntary purchase of student accident insurance
* Personal apparel used in extracurricular activities which becomes student property

**Absences**

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

* Call a friend in your class to get the notes and find out what you missed so you will not be behind when you return. (It’s a good idea to have a few friends’ numbers written in your agenda.)
* Complete the assignments to the best of your ability.
* Call or email the teacher to request additional information (if necessary).

If you do not make up your work within the guidelines specified by 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.

**Before a Planned Absence**

* Communicate with the teacher at least a day or two before you are going to be out.
* Ask, “Can I pick up my missing assignments on \_\_\_\_\_\_\_\_\_ (insert date)?”
* Pick up the assignments on the appropriate date.
* Complete the assignments to the best of your ability and turn it to the teacher when you return to school.

**Lost Items**

* Look in your classrooms
* Retrace your steps
* Go to the Main office to look in the lost and found

Taking care of your things is your responsibility. The more organized you are the less likely you are to lose things.

**Witnessing Something Inappropriate for School on Campus or Online**

* Immediately report the incident to an adult. Utilize the See Something, Say Something app. The safety of our school depends largely on you!

 