

ARBUTUS MIDDLE SCHOOL

AMS STUDENT HANDBOOK 2023-2024

PRINCIPAL

Mr. Perry Warren

ASSISTANT PRINCIPALS

Dr. Matthew Sullivan

Ms. Lynetta Parker

Mrs. Monique Owens

5525 Shelbourne Road
Baltimore, MD 21227

Telephone: 443-809-1402
Web Site: www.arbutusms.bcps.org

This agenda belongs to:

Full Name: _____

Address: _____

City: _____ Zip Code: _____

Grade: _____

ARBUTUS MIDDLE SCHOOL 2023-2024

Welcome to Arbutus Middle School. The 2023-2024 school year promises to be exciting and a productive year for all AMS students. As one of more than 1000 students attending Arbutus Middle School this year, you are a part of the school's rich tradition — one that strives for excellence and success for all.

AMS MISSION STATEMENT

Arbutus Middle School embraces the challenge of ensuring success for all. We strive to involve the entire school community in creating opportunities for all students to experience academic, personal, civic, social, and vocational growth. We enthusiastically work together to provide a visibly safe, disciplined, inviting, and nurturing, yet challenging, environment where teachers can successfully teach, students can learn to think creatively and critically — all empowered by P.R.I.D.E.:

P = I am Prepared
R = I am Responsible
I = I have Integrity
D = I am Diligent
E = I Give and Earn Respect

AMS MOTTO

"Home of EAGLE P.R.I.D.E." is the Arbutus Middle School motto and goal for every student. We honor and support being prepared, being responsible, having integrity, being diligent, giving and earning respect. Obtaining excellence in the areas of attendance, academic performance, and behavior requires self-discipline. Our belief is that these things are important and necessary. Each quarter, the AMS P.R.I.D.E. program highlights specific values identified from the Baltimore County Public Schools' list of core values. Students who know and demonstrate these values on a regular basis will be "Holding Fast to Eagle P.R.I.D.E!" and will be successful.

Positive Behavioral Interventions and Supports (PBIS) is a school-wide system to ensure all students have access to the most effective instructional and behavioral methods. PBIS is a decision-making framework to achieve positive academic and behavioral outcomes for all students. Each decision is based on the review of data.

Positive Reinforcement Strategies—students will have an opportunity to earn praise and other positive reinforcers when they meet PRIDE expectations. Positive reinforcers may include Eagles' Eyes, bracelets, monthly/quarterly privileges, access to weekly prize drawings and other incentive activities.

Interventions—when students do not meet behavioral expectations, Interventions will be implemented; distribution of SIRs (Student Incident Reports) for minor school rule violations and office discipline referrals for major behavior violations. Other interventions may include a required parent conference, lunch, or after-school detention, ALC (Alternative Learning Center) assignment, and/or suspension from school.

AMS STUDENT CODE OF CONDUCT

I want to achieve and be successful; therefore, I will:

- respect myself, others, and the environment
- accept responsibility for my actions
- complete all assigned work to the best of my ability
- follow directions of all adults
- demonstrate safe behaviors

STUDENT AGENDA

The agenda is a tool to teach, model, and promote student executive functioning skills for planning. The agenda should be used for goal setting, recording daily assignments, and may be used as a hall pass. Since the agenda is used as a record of your year, you are expected to keep all the pages intact. Do not alter, fold, tear out, or destroy pages. Parents/guardians/caregivers should review the agenda regularly. Lost agendas should be replaced immediately. Replacement agendas can be purchased for \$10 in the school office.

ARBUTUS MIDDLE SCHOOL ACADEMIC EXPECTATIONS

CLASSWORK

It is your responsibility to complete all classwork assignments. You should be prepared each day for every class with your charged device, a supply of lined notebook paper, pens and pencils, textbooks, and all other necessary materials. Classwork consists of written assignments, projects, class participation, notebooks, etc.

HOMEWORK

You will be assigned homework daily. You will be expected to record your homework assignments in your Student Agenda. You should arrange to have a study partner whom you can call if you are absent or confused about an assignment. You may also visit Schoology class pages and check on individual teachers' Schoology pages for the nightly homework. The school website address is <http://arbutusms.bcps.org>. You can expect to do an average of 30 minutes of homework each night (more homework may be expected of high school credit-bearing classes). Homework may include written assignments, reading, working on a project, practicing your musical instrument, or studying for a test. Even if you do not have a specific homework assignment, you should spend time organizing your notebook, reviewing your class notes, studying vocabulary, or reading.

ABSENCE & MAKE-UP WORK

The State of Maryland sets the standard for school attendance at 96% as "excellent". Students who do well at every level of school miss less than four days for the entire school year. Those students who miss more time tend to struggle in all subjects as they get older. To be successful in school, you must attend school regularly, if you are absent for an entire day or for a single class, it is your responsibility to see teachers for make-up work. Attendance will be considered for participation in extra-curricular activities and for PBIS incentives. Because it is difficult to make up some work that may be missed, such as a lab or a video assignment, the teacher may elect to give you an alternate assignment of some type. It is your responsibility to complete all work and turn it in to your teacher by the designated date. Make-up work for credit will not be provided for unexcused absences. Family vacations are unexcused absences.

INTERIM REPORTS & REPORT CARDS

In September, December, February, and May, parents will receive an email from BCPS reminding parents to review student's interim grades in Schoology. Conferences with parents/guardians will be held first and third semester following distribution of the interim reports. Report cards will be distributed four times during the year — November, February, April, and June.

STUDENT EVALUATION/GRADING

According to BCPS policy, "The three major components of student evaluation are classwork, homework, and assessments. The students'

progress and performance in relation to their abilities and in relation to the standards for the course in each of these areas form the basis for the grades they receive."

- Classwork — "Classwork will constitute no less than 50% of the total grade. Students missing as much as 20% of the class time within each grading period are subject to a failing grade in classwork."
- Homework — "Homework should be a natural extension of classwork and should be considered an integral part of the student's grades."
- Assessments — "Tests should reflect the indicators of the program or course and provide a means for both teachers and students to assess the extent of learning in relation to standards for the grade level or course." Guidelines for the percentage of the total grade may be established by each subject office.

STUDENT SERVICE LEARNING

Baltimore County Public Schools has a system-wide plan that allows students to earn their required 75 hours through selected courses in grades 6–10. Some of these hours can be earned in certain courses. Additionally, students may complete service-learning hours with a plan, action, and reflection at an approved off-campus location. Parents/guardians are required to sign a form verifying their understanding of this graduation requirement. See the school counselor for additional information.

PHYSICAL EDUCATION

In the interest of health and safety all students are encouraged to wear appropriate clothing for physical education class. Planning to wear clothes that allow for safe movement and participation in activities is essential. No uniform is required for PE days; however, the following guidelines should be considered: sweatshirts and pants are recommended for cold weather. School Spirit wear can be worn on PE days, or students may wear athletic attire. Sneakers must be worn during PE. Students will not change for PE, unless it is requested on an individual basis.

If a student is temporarily disabled and unable to participate in physical education class, a note must be provided to the PE teacher and signed by a parent or caregiver explaining the reason the student needs to be excused from PE. If the disability extends longer than one week, you will need a doctor's certificate. The certificate should specify the nature of the disability and the length of time you are to remain out of physical education class. The certificate needs to be given to the school nurse. Physical education excuses will also affect your participation in intramurals, field trips and class activities that require physical activity.

ARBUTUS MIDDLE SCHOOL RULES AND EXPECTATIONS

Rules are established for the safety and well-being of all in our school community. We all have a responsibility to ensure an optimal environment for learning. In addition to the rules specific to our school, all students are required to adhere to the policies of the Baltimore County Public Schools. The observance of rules and regulations makes Arbutus Middle School a positive and productive learning environment.

Every teacher at AMS is your teacher. Whenever an adult makes a request or gives a direction, you are expected to comply cooperatively. If you have any questions concerning the request, ask to speak with the teacher or staff member in a respectful manner and at an appropriate time.

BEFORE SCHOOL

Staff is on duty at 8:05am and the building is open to students at 8:10am. Try to arrive to school as close as 8:10am as possible. Once you arrive at

school, you must remain on the school grounds, in the supervised area, until it is time to enter the building. 6th grade will enter through the music wing doors, 7th grade enters through the main doors, and 8th grade enters through the gym doors. Back bus students must walk around to the front of the building. Parents should drop their child off in the back parking lot. Students will be expected to wait outside until 8:10am (unless it is raining, snowing, or the temperature is below freezing); therefore, students should dress appropriately for the weather. Students may not leave the supervised areas to walk around the building or school grounds. You may not be in any part of the building prior to 8:10am, unless you have a pass to work with a teacher. Students may pick up a Grab and Go breakfast as they enter the building.

HOMEROOM

Upon entering the building in the morning, students should report directly to their lockers and then to Period 1/Homeroom. Students must have passes from their homeroom teachers to visit the school store, the library, the lavatory, another classroom, etc.

AFTER SCHOOL

Teachers may schedule coach classes and special activities after school. If you plan to stay for an after-school activity, you must get permission from your parent/guardian and teacher and make transportation arrangements prior to the day of the activity. While in the building after school hours, you must be under the direct supervision of a teacher. Late bus riders will immediately report to the cafeteria to wait for their bus under the supervision of a staff member. Students are required to be picked up on time at the conclusion of their after-school activities. Repeated failure to be picked up on time will result in exclusion from all after-school activities. All students not under the supervision of a teacher must leave the building by 3:10pm.

ATTENDANCE

To maintain good academic performance, you must attend school regularly. If you are absent from school frequently, your eligibility for certain events will be adversely impacted.

Absence — All absences must be accounted for on the day of your return. You are required by law to present a note to your homeroom teacher upon your return to school. The note must include date (s) absent, reason for absence, and parent/guardian signature. Vacations during the school year will be coded as "unlawful absences." If you are ill and absent for more than three days, you are required to present a doctor's note. Absence notes and certificates are kept on file. Absences without notes (within 5 school days) will be coded as "unlawful."

If you are going to be out of school for three or more days, your parent/guardian may call the counseling office to get your work. Teachers will send your work to the counseling office where it will be available for your parent/guardian to pick up after school on the day following your parent/guardian's phone call. Some assignments may not be available until the student has had the benefit of instruction.

Lateness to School — The school day begins at 8:20am with homeroom/1st period. Students who are in the building but arrive to class after 8:20am are considered late to first period. Your first period teacher will admit you and mark you tardy. Students who arrive at school after 8:20am are required to report to the office and sign in. The office will then issue a late slip which will admit you to class. Unexcused lateness (a Category I offense in the BCPS Student Behavior Handbook) and chronic lateness will result in appropriate interventions from your homeroom teacher and/or administrator. Each unexcused lateness may result in an SIR and/or lunch detention.

Early Dismissal — If a parent/guardian plans to pick up their child prior to 3:00pm., the student should present a written request from the parent/guardian to the office before 8:20am. The note should contain the

reason for the request, state a specific dismissal time, identify who will be picking you up, include the daytime telephone number of your parent/guardian, and must be signed by your parent/guardian. You will be given an "Early Dismissal Pass" that will allow you to return to the office at the approved dismissal time. The person who is picking you up must come into the main office and show photo ID. **Students will not be dismissed to leave with anyone other than the parent/guardian unless that person is identified in the note which is signed by the parent/guardian and appears on the Student Contact Information. ID must be presented at the time of pickup.**

CAFETERIA PROCEDURES

Breakfast — Grab-and-Go breakfast is available in the front entrances each morning. All students may participate in the breakfast program. All students who wish to receive a Grab-and-Go breakfast must be responsible for cleaning up after themselves after they eat in the classroom. **Lunch** — All students are required to eat lunch in the cafeteria unless they have a pass signed by a teacher to report to another location. Students are expected to be in the cafeteria no later than 5 minutes after the beginning of the lunch period. Students who are late are required to have a pass.

CELL PHONES

Students are not permitted to use cell phones or other electronic communication devices, including other mobile devices, earbuds, or any wireless communication device during instructional times. Cell phones and music devices may be used during lunch only. Emergency calls home may be made under the supervision of a staff member and with permission. Students may not text during classes. Students may not take and post photos of other students or staff without their consent. Students may not record other students or staff without their consent.

Cell phones should be off and stowed in lockers or bookbags unless they are being used in a lesson or as a special privilege. Failure to comply will result in the electronic device being confiscated. A parent or legal guardian must pick up the device before or after school. Repeated misuse of cell phones or other devices that disrupt the learning environment may result in additional consequences.

DAMAGE TO SCHOOL PROPERTY

If you damage school property, you will be responsible for repair and/or replacement costs. This includes devices, textbooks, classroom furniture, restrooms, restroom fixtures, or decorative items in the school building. Defacing school property or use of open flames in school will result in disciplinary consequences aligned with the BCPS Student Handbook.

DETENTION

Morning and/or After-School Detention — A written notification will be sent home with you to notify your parents/caregivers one day prior to serving detention. Your parent/guardian indicates acknowledgement by signing the form, which must be returned to the teacher/administrator who assigned the detention.

DRESS EXPECTATION

The BCPS Student Handbook states specific dress requirements for students to follow. There is considerable evidence to indicate a close relationship between student dress, student behavior, and school environment. Appropriate clothing for school is essential to support a productive and focused atmosphere conducive to learning and for middle school students. AMS students are expected to show good judgment, as well as respect for self and school in their choice of clothing. The following guidelines for appropriate school attire are below:

- Some classes, such as science and physical education, may have specific clothing restrictions. All students will be required to follow specific classroom expectations related to safety.

- Students will wear attire in a manner that supports a healthy and safe learning environment. Students will not wear attire that is disruptive to the school environment, that promotes illegal or harmful activities, or that could endanger the health and safety of the student or other students which includes, but is not limited to, that which:
 - Depicts messages that are lewd, vulgar, obscene, plainly offensive, violent, sexually explicit, or that reference items that are illegal in general or illegal specifically for underage students.
 - Promotes use of tobacco, drugs, alcohol, or other illegal or harmful products.
 - Depicts gang affiliation.
 - Contains sexually suggestive messages
 - Causes or is likely to cause a substantial or material disruption to school activities or the orderly and safe operation of the school or at school-sponsored activities.
 - Contains rude, disrespectful, or discourteous expressions inconsistent with civil discourse and behavior.
 - Contains language and/or displays images, symbols, materials or other items that promote hatred, racial or ethnic violence, intimidation or harassment, such as but not limited to swastikas, the confederate flag, and nooses.
 - Undergarments should not be visible at any time.
 - Non-religious head coverings, including hats, scarves, and bandanas, may not be worn during the school day and must remain in your locker or bookbag during the school day. Bandanas worn as headbands are not permitted during the school day.
 - House slippers are dangerous on staircases and are not allowed.
 - Appropriate dress is applicable for field trips and farewell assemblies.

FIGHTING

Middle School is a time when students are expected to learn and to use appropriate problem-solving strategies. Fighting will not be tolerated at Arbutus Middle School. Students who encourage or incite a fight will be referred for counseling in appropriate problem-solving strategies and be subject to disciplinary action. Students who fail to move from the scene of a fight when requested to do so by a teacher may be charged with contributing to a fight.

FIRE/SAFETY DRILLS

Fire drills are held monthly to prepare students for emergencies. During drills, there must be complete silence and total cooperation. Absolute silence is necessary so that all directions may be heard. The signal of a fire drill is a siren-type sound with blinking lights. When the signal sounds, stop what you are doing and follow the instructions of your teacher. You will be directed to leave the building and line up in a designated location outside the building. Do not return to the building until instructed to do so.

Safety drills are designed to prepare for the safety, security, and well-being of students and staff should an emergency occur. Specific instructions will be given to students and staff regarding safety drills.

FOOD

Outside food is not allowed in the school building except for when it is packed for a lunch. Students may not bring energy drinks, coffee drinks, or breakfasts from outside stores into school. Students may not bring in candy, gum, or food to sell to others. **Food may not be delivered from outside vendors.** Students may not eat or distribute candy or other food outside of the cafeteria. There is no eating/drinking in the halls. Water bottles are allowed and may be filled at water stations throughout the school.

HALL PASS

Your student agenda may serve as a hall pass. Anytime it is necessary for you to leave a class, your teacher will sign your agenda. While in the hall, you must carry your signed agenda as your pass and be prepared to show it upon request. Any student who does not have his/her agenda may be denied permission to leave a class.

HALLWAY BEHAVIOR

Appropriate hallway behaviors are essential for the safety and well-being of our students and staff. Students should always walk on the right side of the hall or stairwell and use the stairwell door on the right side. Running in the hallways is prohibited. Crowded conditions in the hallways and stairwells can lead to injury due to a collision or a fall. No loitering, use of loud voices during transitions, tripping, pushing, hitting, or physical contact is allowed.

AMS is a PBIS school, and we have standards for appropriate student behavior in the halls. While teachers will still give verbal reminders, problem behaviors may result in a Student Incident Report (SIR). SIRs may be issued for behaviors such as:

Running	Inappropriate volume
Physical contact (any)	Inappropriate use of locker
Loitering	Being in the wrong hall
Insubordination	Profanity
Inappropriate language	

Repeated hall violations will result in a formal warning, a letter to the parent/guardian, after-school detention, or assignment to the AMS Alternative Learning Center.

LATENESS TO CLASS

You are expected to move from class to class by the most direct route and enter your classroom as soon as you arrive. Teachers will establish consequences for unexcused lateness to class. Students who are habitually late will be referred to the office.

LAVATORY USE

You may use the lavatory between classes or during class with the permission of your teacher. You must have your agenda signed by your teacher to go to the lavatory during class time. You may not loiter in the lavatories between classes. Lavatories are provided for the use of all and must be kept clean and orderly for use by the next person. Destruction to lavatory fixtures such as dispensers or paper towel dispensers will result in disciplinary action.

AMS: A Safe and Orderly Learning Environment— Using Technology Responsibly

AMS takes pride in creating and maintaining a safe and orderly learning environment for all students. Our students will be expected to utilize technology for instruction and to adhere to the BCPS Telecommunications Acceptable Use policy. Unsupervised access to social media, restricted sites, etc., can put students at risk. It is imperative that students follow school policies for use of technology in the school building. We ask our AMS families to be vigilant and set appropriate boundaries in this regard.

SOCIAL NETWORKING AND TEXTING

Note to our AMS parents and guardians: Help us keep school-day disruptions to a minimum by closely monitoring your child's activity on social network sites, as well as his or her cell phone use. To maintain a "bullying free" and positive school environment, we have found that student activity on social networking sites and text messaging can sometimes lead to disruptions during the school day. Any student participation in posting negative comments on social networking sites or

text messaging about an AMS peer that results in a disruption to the school day is not acceptable behavior and will be subject to consequences per the *Baltimore County Student Handbook*.

CELL PHONE VIDEOTAPING

Using a cell phone to videotape school events or occurrences during the school day is not appropriate, nor is this type of activity aligned with the goals and values represented in the Eagle P.R.I.D.E. Pledge. Furthermore, it is against school policy for any students to videotape and/or record school conflicts. Any individuals violating this policy may be subject to administrative consequences.

LOCKERS

You are assigned an individual locker at the beginning of the school year. **Students may not share lockers.** Locker combinations should be kept secret. You are expected to keep your locker neat and orderly. Periodic locker cleanouts and inspections are held. You may go to your locker before homeroom, before and after lunch, and at dismissal time. Use of lockers at any other time must be with teacher permission and a pass. According to the Baltimore County Public Schools policy, the principal/designee may conduct search of the school building including students' lockers.

LOST & FOUND

You are cautioned to keep your belongings with you or locked in your locker. You must remember to gather belongings when changing classes. You should not bring any more money to school than you will need for the day. It is strongly suggested that you mark your belongings for easy identification if articles are lost. Lost and Found items are in the Main Office and in the cafeteria.

MISCELLANEOUS

- Arbutus Middle School students are not permitted to carry cigarettes, e-cigarettes, matches, or lighters while at school, on school buses, or at school-sponsored activities.
- You may not bring items that cause disruption to school. These items include, but are not limited to, such items as: laser pointers, water pistols, trading cards, toys, stink bombs, poppers, dice, etc.
- Students are discouraged from bringing personal items, including electronics, to school. If a student chooses to bring electronics or other items to school, they may not be used in the school building unless it is under the direction of staff. Headphones may not be worn on the head or around the neck during class and in the hallways. Personal items must be kept secured in the student's hall locker. The school is not responsible for missing items.
- Flowers, balloons, etc., may not be delivered or brought to school for distribution to students as it causes a disruption to the learning environment.
- All bicycles should be stored in racks located just outside the back entrance of the building. Bicycles should be locked.
- No permanent markers or white-out liquids are allowed.

PHONE USE

Between 8:10a.m. and 3:05pm., you must have permission from an administrator or a designee to use the front office telephone. We ask that students do not use their cell phones to text or phone parents or family members to pick them up during the school day. This is an important security procedure. If there is a need to contact home, it is important for students to work with their appropriate administrator. If a student is ill, parents/caregivers should be contacted through the school nurse.

TRANSPORTATION

Students are expected to comply with all transportation regulations. If your bus is late in the morning, please wait at least thirty (30) minutes before returning home, and then make alternate arrangements to get to school. You are expected to ride your assigned bus and to board and exit the bus at your assigned bus stop. Requests from your parents/guardians for you to ride a bus other than your regularly assigned bus should be presented in writing to the office before 8:20 am. The note should include your name, the number of the bus you are requesting permission to ride, and the signature of your parent/guardian. Approval of requests is contingent upon the situation on each bus. Buses that are full will not be considered as viable options for non-assigned student riders. When the request is approved, you will receive a "Special Permission Bus Pass" for that day.

In the afternoon, report to your bus loading area promptly. Remember; do not cross the road after you get off the bus. Wait until the bus has departed, then look both ways for approaching vehicles before you cross the road. The driver is responsible for the bus and those on it. You are expected to follow all transportation rules and procedures. Misbehavior will not be tolerated. If you misbehave, you may be denied the privilege of riding the bus. All bus drivers carry an updated bus roster. Bus drivers check the roster to ensure that only those students on the bus have the appropriate home address to ride that bus. Students may not ride the bus unless their name appears on the roster.

Students will be notified, during the afternoon announcements, of any bus that will be late that day. Students who are assigned to ride a "late bus" are required to report to the cafeteria right after dismissal to sit in the designated area and wait for the bus to arrive.

POLICIES OF BALTIMORE COUNTY PUBLIC SCHOOLS

Student Behavior Handbook — During the first weeks of school, each pupil will receive a copy of the Baltimore County Student Behavior Handbook. An assistant principal will visit classrooms to explain the handbook and answer questions. Additionally, the administrative team will review the Agenda Book and its components. The handbook clearly describes what is expected of students in the Baltimore County Public School System. You should read the BCPS Student Behavior Handbook with your parent/guardian to be aware of the BCPS policies and expectations and the consequences for failure to comply with policies or meet expectations. If you or your parents/guardians have any questions about the information in the BCPS Student Behavior Handbook, contact your assistant principal.

ARBUTUS MIDDLE SCHOOL SERVICES

School Counseling

The counselors at Arbutus Middle School will help you work toward having positive school experiences, making responsible decisions, developing career awareness, and developing a sense of respect for yourself and others. You and your parents/guardians are encouraged to use the services of the school's counseling department. The personal development of each student is our most important responsibility.

Maryland Youth Crisis Hotline: 1-800-422-0009

HEALTH SUITE

The health suite, located across from Room 106, is open to any student who is not feeling well or is injured during school hours. The time periods of 8:30 to 9:00am. and 2:30 to 3:00pm. are reserved for emergencies only. Always have your agenda signed by the teacher whose class you will be missing before reporting to the Health Suite. Report to the Main Office if the nurse is at lunch or not in the Health Suite. If it is necessary for you to take medication during school hours, parents and guardians must plan for the nurse to administer the medicine. The school nurse may administer pre-approved nonprescription medication to students who have a "Discretionary Medication" form for the current school year and signed by a parent/guardian on file in the Health Suite.

Written permission of the doctor is required for prescription medication and for non-prescription medication taken on a regular basis. Students possessing prescription or non-prescription medication (e.g., Tylenol) are in violation of the county drug policy.

SCHOOL LIBRARY

Arbutus Middle School Library is open each school day from 8:10am to 3:05pm. More than 10,000 volumes are available for recreational reading or for reference work. Digital books are also available. Books may be borrowed for a two-to-three-week period. Books reserved by teachers for special classes may be used in the library during the day but may circulate overnight from 3:05pm until 8:05am. the following day. Current magazines and newspapers are on display; files of periodicals indexed in the Reader's Guide are available for student use. Adjacent to the library is a full-sized collaboration space available for faculty and student use.

AMS ACTIVITIES

AFTER-SCHOOL ACTIVITIES

Finding something that interests you in middle school is important for personal growth and will connect you socially to students with similar interests. AMS offers fun and exciting after school programs. We encourage our students to participate and join in on a club or activity. After-school activity sessions are held during each semester of the school year. A variety of activities are offered. Students must register to attend sessions and to ride an activity bus. Students are expected to be picked up promptly at the conclusion of any after-school activity. Clubs and activities usually take place on Tuesdays and Thursdays.

Student Voice at AMS

The Student Council Association (SCA), National Junior Honors Society (NJHS). Principals' Advisory Team, and Student Ambassadors are all school organizations that provide students with an opportunity to participate in learning about school and community organization and to have a voice in school policies and procedures. Student representatives work with teachers and administrators to plan activities and events, connect to the community, and review school policy and procedures through the results of the BCPS Stakeholder Survey.

SPORTS

All students may participate in intramural sports. Games are played before and after school. Opportunities for participation in sports include flag football, basketball, track and field, badminton, and tennis. Students may try out to represent AMS on interscholastic teams.

ARBUTUS MIDDLE SCHOOL STUDENT RECOGNITION

AMS is committed to providing recognition of students' achievements. Students may receive recognition for academic achievement, service, leadership, attendance, and values.

HONOR ROLL RECOGNITION

Arbutus Middle School encourages all students to do their absolute best in all their classes. Recognition is given to pupils for achievement on a quarterly basis.

At the end of the first, second, and third quarters, an Honor Roll list is posted in the school,

- Principal's Honor List — You must be in the top five percent of your grade level.
- Honor Roll — You must receive all A's and B's, with a maximum of one C, which must be balanced by at least one A.

One D or E automatically excludes you from any of the honor lists for that quarter.

P.R.I.D.E. VALUES RECOGNITION

Arbutus Middle School strives to support and honor our P.R.I.D.E. motto. Eagles' Bucks are distributed to students for behavior that exemplifies the PRIDE Pledge. Incentives can be earned throughout the school year.

ATTENDANCE RECOGNITION

Daily attendance is necessary for success in school. AMS teachers and teams regularly recognize perfect, excellent, and improved attendance.

RECOGNITION ASSEMBLIES

During the Grade 8 Farewell Assembly held in June, each department will have the opportunity to present awards to outstanding students.

Special awards are given for:

- Perfect Attendance
- Honor Roll — presented to students who have been on the Honor Roll for three quarters of the year.
- Service Awards — presented to students who perform services for the school.

Special awards for 8th grade students include:

- Bernice Jones Award of Merit — sponsored by the AMS PTA. This award is presented to students who consistently display the qualities of reliability, dependability, trustworthiness, and respect for themselves and others.
- B. Lanman Leadership Award — sponsored by the Arbutus Recreation Council. This award is presented to a student who has demonstrated strong leadership skills and/or contributions to the community.
- Ryan McDonnell Citizenship Award — presented to a student who has demonstrated outstanding citizenship.
- Outstanding Eighth Grade Boy and Girl — presented to students who have demonstrated outstanding accomplishments throughout their years at AMS.

PARENT/GUARDIAN VISITATION

Parents or legal guardians are welcome to visit the Arbutus Middle School. We respectfully request that parents/guardians provide grade level administrators with 24 hours' notice to notify the teacher that a visitor will be in his/her classroom. Every effort is made to balance the needs of parents/guardians with the needs of other students in the classroom.

Eagle PRIDE Pledge



We are prepared
We are responsible
We have integrity
We are diligent and
We give and earn respect.

AMS DIRECTORY

Principal..... Perry Warren -
pwarren@bcps.org
Assistant PrincipalMatthew Sullivan-
msullivan2@bcps.org
Assistant PrincipalLynetta Parker-
lparker2@bcps.org
Assistant Principal Monique Owens-
mowens7@bcps.org
Administrative Secretary..... Doris Creek -
dcreek@bcps.org
Front Office Staff Emily Derrenberger -
ederrenberger@bcps.org.; Matthew Moser - mmoser@bcps.org
School Counselor Kathy Gardner -
kgardner4@bcps.org
School Counselor Taylor Edwards -
tedwards2@bcps.org
School Counselor Elizabeth Burton -
eburton@bcps.org
Counseling Office Secretary Krista Wallman -
kmwallman@bcps.org
Library/Media Specialist Donald Whitby -
dwhitby@bcps.org
School Nurse Erica Woody -
ewoody@bcps.org
Special Education/IEP Chairperson..... Emily Kraus -
ekraus@bcps.org

PTA

President Alison Thornton-
arbutusmspta@gmail.com

Website—<http://www.arbutuspta.org/>

Arbutus Middle Stands Against Bullying

School-level policies are aligned with the BCPS Code of Student Conduct (Board of Education Policy 5550 and 5580 and Superintendent's Rule 5550 and 5580). Bullying is defined in the BCPS Student Handbook as "a pattern of behavior when a person repeatedly uses power in an intentional manner, including verbal, physical, or written conduct or intentional electronic communication against one or more students."

Looks Like -

Ignoring

Fighting

Hitting

Shoving

Slapping

Kicking

Punching

Finger gestures

Spitting

Pushing

Excluding

Sounds Like -

Put downs

Nasty statements

Name calling

Blaming

Sarcasm

Intimidating

Taunting

Threatening

Bossing

Rumors

Saying hurtful things

You Can Help and Contribute to a POSITIVE Arbutus Middle Community in the Following Ways ...

Lend a Helping Hand

Use Steps to Control Your Anger

Use Your Head to Think

Walk Away from Trouble

Care About Other Peoples' Feelings

Listen Carefully to Both Sides

Be on the Lookout for Solutions

Don't Gossip

Be a good friend by being supportive

Talk to Someone You Trust