

Simmons-Pinckney Middle School

244 President Street, Charleston, SC 29403

School Mascot: Panther

School Colors: Teal, Black, and Gray

Stephanie Spann, Principal

LaTasha Pinckney, Assistant Principal

Important Numbers

- **Main Office:** (843) 724-7789
- **School Fax:** (843) 579-4855
- **School Nurse:** (843)579-4341
- **First Student:** (843) 823-3928

Campus Hours

- **School Hours/Office Hours:** 8:05 a.m. - 4:00 p.m.
- **Student Hours:** 8:25 a.m. - 3:30 p.m.
- **Early Release Days:** 8:25 a.m. - 1:30 p.m.
- **Half Days:** 8:25 a.m. - 11:30 a.m.

School Website

<https://www.ccsdschools.com/simmonspinckney>

Using this planner

Each student must have their **own** planner in their possession at all times. The student is to use it to help with documenting assignments, due dates, etc. Parents are encouraged to review their student's planner and AVID binder weekly to review upcoming assignments, grades, and goals with their students. The student is also expected to use this planner for passes outside of the classroom.

No planner = no pass.

A limited number of replacement planners are available for the cost of **\$5**.

The following information is an excerpt from the 2021 - 2022 SPMS Student Handbook. Please go to the school's website to read it in its entirety.

This planner belongs to:

Name:	
Grade:	
Flex Teacher:	

Simmons-Pinckney Panther Vision Statement

Simmons-Pinckney Middle School seeks to provide a challenging learning environment that maximizes individual potential and ensures students are well-equipped to meet the needs of the 21st century.

Mission Statement

At Simmons-Pinckney Middle School, our mission is to be a cohesive team that inspires and engages all students in relevant learning experiences to be college and career-ready while providing a culture that empowers students to take ownership of their learning. We aspire to leave a legacy that future team members and students can follow.

Note: The vision and mission statements for SPMS are reviewed yearly and may be updated with input from the school community's stakeholders, including parents, students, faculty, and community members.

We value instructional time.

Attendance Policy

A student's regular attendance at school is critical to academic success. While a student may receive make-up work and notes from other students, nothing can replace the interaction between student and teacher in the classroom. All absences are defined as lawful or unlawful. Students having a lawful absence shall be permitted to make up work missed during the absence. Absences determined as unlawful will not entitle a student to make up work missed during the time of the absence. Principals may use discretion in permitting students to make up. Truancy identification and procedures can begin as soon as three (3) unlawful absences.

Written Excuses

Parents are required to send a written excuse upon a student's return from an absence (parent's note, doctor's note, court note, funeral notice, etc.). Include a phone number for verification. Failure to bring a note upon return will result in the absence being categorized as unlawful/unexcused. Students should give notes to their homeroom teachers. Excused absences include being sick, going to court, or a serious family emergency (with documentation). Students can only use a parent excuse note for a total of **10 days**; after the 10th absence, the student will need a doctor's excuse or other official documentation.

An **excused lawful absence** shall permit a student to make up missed work promptly. Any absence determined to be unexcused will not entitle a student to make up the work missed during the absence.

Early Arrival at School

The school day begins at 8:30 am, and students are dismissed at 3:30 pm. **Students are not allowed on campus before 8:05 am, as there is no supervision for them.** Students are allowed to enter the building at 8:05 am and need to be in their class by 8:30 am. All students will enter through the courtyard in front of the cafeteria. Once on campus, students may not leave campus for any reason during school hours without being signed out by a parent or guardian in the main office.

Late Arrival at School

Students who arrive after 8:30 a.m. must sign in with the attendance clerk in the front office. **A parent or responsible adult (over the age of 18) must accompany the student.** The only excused tardies will be late buses or medical notes.

Leaving Class

Students are not permitted in the halls during class periods unless accompanied by a faculty/staff member or have a signed pass.

Ready to Learn Program: Tardy to Class Policy

Students are expected to arrive on time for each class throughout the entire school day. Students not inside their next class by the end of the late bell are tardy and should report to their grade level SCS for tardy check-in. Students with excessive unexcused tardies to classes receive detention, in-school suspensions, behavior contracts, parent conferences, and/or other consequences/interventions. The number of tardies will reset at the beginning of each quarter.

We understand that unexpected things happen, thus the first two unexcused tardies are warnings.

Tardy violation tracking chart

(A separate record of tardy violations are kept in the school's database, PowerSchool/Review 360)

Quarter 1	Quarter 2	Quarter 3	Quarter 4	# of Tardy Violations	Consequence
				1	Warning and automated call to family
				2	Warning and automated call to family
				3	Lunch detention and automated call to family
				4	Lunch detention, behavior contract, and automated call family
				5	Admin/Student Conference, parent/guardian contacted
				6+	Parent Conference, level 1 referral for "Off-limits"

Early Dismissal

All students requesting early dismissal must bring a written note stating the reason for the request, the name of the person who will pick up the student (**note: this person must be listed on the student's emergency card**), the time requested for early dismissal, and a telephone number for verification. If a student is to be picked up by anyone other than someone listed on the emergency card, the parent must notify the school in writing. The administration will determine the validity of the request. Only those requests deemed acceptable will be termed

as “excused” absences. **Notes for early dismissal must be submitted to the homeroom teacher no later than the morning of the day for which the early dismissal is requested.**

When a student is dismissed early, the parent must sign the student out through the sign-out register in the main office. A picture I.D. must be produced upon request. Students will be released only to an adult over the age of 18. Only the office may permit students to leave early. Students leaving without proper clearance will be viewed as truant and disciplinary action will be taken.

Finally, no student will be called from a class for early dismissal unless this procedure has been followed. The office will not disturb a class except in emergencies. This is per the Education Improvement Act of 1984. Text messages sent to a student’s phone do not meet the compliance requirements for school notification.

Please remember that the cut-off time for early pick-up is 3:00 p.m.

J.V. athletes must bring a parent note to leave early for athletic competitions. They are responsible for any work missed. Courses that offer Carnegie Units require that students cannot miss more than 5 days for a half-credit course or 10 days for a full credit course.

Afternoon Dismissal

Students will be called over the PA system in this order.

- Bus riders, car riders, and walkers/bikers.

6th-grade students will exit the building through the entrance near the front office. 7th and 8th-grade students will exit from the 7th-grade hallway.

No students are to remain on the school grounds after 3:45 p.m. unless participating in a school activity.

The school is not responsible for unauthorized students on campus after 3:45 p.m. Students who have not been picked up by 3:45 p.m. will wait on the front porch near the front office.

Truancy Information

According to South Carolina law, students are considered truant from school if they accumulate three (3) consecutive unexcused absences or five (5) total unexcused absences. In this case, a truancy meeting will be held with an administrator and guidance counselor, and a truancy plan will be written. If a student violates this plan with additional unexcused absences, they will be referred to Charleston County School District’s Department of Alternative Programs and Service.

Schoolwide Expectations

Student Conduct and Discipline

Charleston County School District provides a copy of the ***Student Code of Conduct*** for every family on the CCSD website. Please read this document very carefully and discuss it with your child. Simmons-Pinckney Middle School follows the CCSD Progressive Discipline Plan (PDP). The following five (5) expectations reiterate important principles from the CCSD Code of Conduct for SPMS students to meet daily:

Schoolwide expectations

- Follow directions
- Keep hands, feet, and objects to yourself
- No harassment or bullying
- No head coverings; follow school dress code
- Be in the appropriate areas at the appropriate times

Bus Expectations

CCSD students are afforded the privilege of bus transportation to and from their home schools daily. Appropriate behavior by students is essential to maintaining safe transportation. Students are expected to behave in a manner similar to that of a classroom environment. Inappropriate conduct on the school bus may result in a bus conduct referral. Consequences for Code of Conduct violations on the school bus will be addressed by the school principal or designee, following the CCSD Progressive Discipline Plan. These include but are not limited to parent contact, student conference, assigned seating, and/or bus suspension. Serious or continuous Code of Conduct violations on the bus may result in bus suspension for the remainder of the year.

SPMS students must ride the bus to which they are assigned and must use their assigned bus stop. If a student wishes to ride home with another student, the parent should notify the school in writing by 10:00 am. The front office will verify any changes and give students permission slips for the bus driver as appropriate.

SPMS Uniform and CCSD Dress Code

SPMS Uniform

Students are **required** to wear their SPMS ID around their neck as part of their SPMS uniform. There is a fee for temporary and replacement IDs.

- Bottoms:
 - Khaki or navy blue colored 'chino' pants or shorts.
 - Shorts must be finger-tip length.
 - Skirts/Skorts must be at least finger-tip length.
- Tops:
 - Grade level Simmons-Pinckney shirts with the official Simmons-Pinckney emblem or grade level color shirts.
 - 6th grade- gray SPMS shirts or gray collared shirt
 - 7th grade- teal SPMS shirts or light blue collared shirt
 - 8th grade – black SPMS shirts or black collared shirt

SPMS Dress Code Policy

- Clothing is to be worn appropriately and in the manner for which it was designed.
- Pants shall be worn at waist level.
- Pants must be hemmed and free of holes or shreds. Cut-off pants and shorts are not acceptable. Pajamas (or pants resembling pajamas), sweatpants, and yoga pants are NOT appropriate attire. Leggings are NOT appropriate attire for school unless worn under a dress or skirt of appropriate length.
- Undergarments shall not be exposed at any time.
- Clothing shall not reveal bare skin between the upper chest and mid-thigh.
- Shorts, skirts, and dresses shall assure modesty at the fingertip length.
- Hats shall not be worn in school unless approved for health or religious reasons.
- Hoods may not be worn inside.
- Shoes with back/ankle straps shall be worn at all times.

- No clothing, jewelry, or accessory will be permitted that displays profanity, weapons, violence, suggestive phrases, alcohol, tobacco, drug advertisements, gang affiliations, or other inappropriate phrases or symbols as determined by the administration.

Students who do not follow the CCSD Dress Code policy and/or do not wear their school ID will have disciplinary consequences.

Consequences

Consequences for not adhering to school expectations include but are not limited to parent notification, teacher-assigned detentions, and loss of privileges. Students may also be issued a referral to the administrator where consequences can include but are not limited to parent conferences, detentions, in-school suspension, and out-of-school suspension. Extreme (level 3) discipline violations can result in a referral that could result in expulsion.

Rewards

Students who meet school expectations are recognized regularly with such activities as VIP/MVP notes home, PBIS Fridays, PBIS Panther Payouts, school recognition, awards at school programs.

A Safe and Drug-Free Campus

Any individual entering school grounds is subject to being searched. Illegal substances and items considered to be contraband are not allowed on campus. For everyone's safety, we advise all school community members that if you "See something, say something." Students must turn in any medication, including over-the-counter medications, to the clinic with the appropriate medical documentation.

Alcohol and Other Drug Alternative Program for Teens (ADAPT) ADAPT is a FREE service offered by CCSD to support students who receive an alcohol, tobacco or other drug infraction. Students will complete a short questionnaire and participate in at least two motivational interviewing sessions. During these sessions, the next level of intervention will be determined. Students may be required to complete a more intensive substance use assessment, attend an educational course or edu-therapy group on campus, or be referred for additional services. Any student who receives a Level 1 or Level 2 alcohol, tobacco, or other drug infraction should be referred to the ADAPT program. Any student receiving a drug distribution or possession charge should be referred to the Department of Alternative Programs and Services.

Positive Behavior Intervention and Support program (PBIS)

The purpose of Simmons Pinckney Middle School's Positive Behavior Interventions and Support program (PBIS) is to create and maintain a positive learning environment for all students by having Panther **P.R.I.D.E.**

Students can earn school currency, Panther Payouts, for meeting and exceeding expectations. Panther Payouts can be cashed in at the school store for items or upcoming school events. Additionally, quarterly celebrations are held for all students meeting behavioral expectations.

PBIS Matrix



	Learning Environments <small>(Classrooms, Library, Field Trips, Assemblies, Town Halls)</small>	Hallways	Cafeteria	Restrooms
Perseverance Approach each day as an opportunity to learn something new or to improve a skill	<ul style="list-style-type: none"> Be reflective; consider consequences for actions Ask for feedback Reset and get back on track 	<ul style="list-style-type: none"> Move with a purpose Voice level 1 	<ul style="list-style-type: none"> Patently wait in line Stay in designated area 	<ul style="list-style-type: none"> Transition to and from the restroom quickly Wait your turn
Respect Treat others how you want to be treated and have pride and confidence in yourself	<ul style="list-style-type: none"> Listen and follow directions Use appropriate and positive language Keep hands and feet to self 	<ul style="list-style-type: none"> Move with purpose Stay & feet apart Use appropriate language 	<ul style="list-style-type: none"> Enter and exit in an orderly manner Get all needed items 	<ul style="list-style-type: none"> Throw your trash away Maintain personal space
Integrity Doing the right thing when no one is looking	<ul style="list-style-type: none"> Report unsafe behaviors Take responsibility for your actions Tell the complete truth 	<ul style="list-style-type: none"> Arrive to class on time Walk on the correct side of the hallway 	<ul style="list-style-type: none"> Use kind words Greet your peers and adults 	<ul style="list-style-type: none"> Have a hall pass during class times Minimize time out of class
Dedication & Commitment to Excellence	<ul style="list-style-type: none"> Be actively and appropriately engaged Stay on task Stay seated in designated area 	<ul style="list-style-type: none"> Keep the hallway clean Have a hall pass during instruction time 	<ul style="list-style-type: none"> Keep the line moving efficiently 	<ul style="list-style-type: none"> Wash your hands for at least 20 seconds
Effort Committed to getting the most out of all learning opportunities available	<ul style="list-style-type: none"> Do your best Complete all assignments Check in with your teacher if you are missing assignments 	<ul style="list-style-type: none"> Be a good example Keep phones silent and nonvisible 	<ul style="list-style-type: none"> Be intentionally inclusive 	<ul style="list-style-type: none"> Reduce time out of the classroom during instructional time

Moments of P.R.I.D.E.

SPMS faculty and staff will use this space to recognize Panthers who demonstrate traits from our PBIS matrix.

Event/Reason	Date	Teacher

Bullying/Harassment Policy

Bullying and Cyberbullying

CCSD Schools adhere to a 3 Level Offense and Action System. **Bullying, Cyberbullying, and Sexual Harassment** are considered **Level 3** offenses, the most serious of offenses. Level 3 offenses are automatically treated as **Criminal Conduct**, which means they significantly disrupt the learning environment or pose a direct and serious threat to the safety of oneself or others. These activities require administrative action and may require action by law enforcement, Office of Student Placement, Associate Superintendent, or the Constituent District Board. **Bullying, Cyberbullying, and Sexual Harassment** will not be tolerated. If you feel you have been a victim, you must report the incident immediately so the school administration can take action. Please see your 'Student Code of Conduct' for a detailed explanation of the Level 3 Offense and Action System.

Bullying is defined as an unwanted, aggressive, deliberate, and repeated act with the intention to hurt, insult or threaten another person in school, on school grounds, in school vehicles, or at school events. Bullying consists of an imbalance of power when the person(s) doing the bullying has more physical, emotional, or social power than the target. Bullying may include:

- Saying mean or hurtful things to someone, making fun of someone, or calling someone mean or hurtful names
- Completely ignoring or excluding someone from their group or other activities on purpose
- Hitting, kicking, shoving, or restricting movement
- Telling lies or spreading rumors about someone
- Sending mean notes (on paper or electronically)
- Trying to make other students dislike someone and doing other hurtful things

Cyberbullying is bullying that takes place over digital devices such as cell phones, computers, and tablets. Cyberbullying can occur through SMS, text, apps, social media, forums, or gaming where people can view, participate in, or share content. Cyberbullying includes sending, posting, or sharing negative, harmful, or false, content about someone else. It can include sharing personal or private information about someone else, causing embarrassment or humiliation. Cyberbullying may include:

- Repeatedly sending offensive, rude, and insulting messages.
- Distributing information about another that is derogatory or untrue through social media postings or any other digital method
- Online "fighting" using electronic messages with angry, vulgar language
- Breaking into an email or social networking account and using ones' online identity to send vicious or embarrassing material.
- Sharing someone's secrets or embarrassing information, or tricking them into revealing secrets or embarrassing information and forwarding it to others.
- Repeatedly sending messages that include threats of harm or are highly intimidating, or engaging in online activities that make a person afraid for their safety; cyberstalking.

Assistance for Bullying

If you are being bullied, harassed, or intimidated:

- Tell someone you trust – a parent/guardian, a teacher, counselor, or administrator.
- Calmly tell the student to stop or say nothing and walk away.

- Try to avoid situations where bullying is likely to happen.
- If you know someone who is being bullied, harassed, or intimidated:
 - Tell someone you trust – a parent/guardian, a teacher, counselor, or administrator.
 - Don't encourage the bully by laughing or joining in.
 - Encourage the bullied student to talk to someone they trust about what happened.

Engaging in these behaviors or any online activities intended to harm another person (physically or emotionally) will result in disciplinary action. In some cases, cyberbullying may be considered a crime.

Academics

Grading Structure

A	90 - 100
B	80 - 89
C	70 - 79
D	60 - 69
F	0 - 59

Students and families can monitor grades and attendance on demand through Parent Portal/PowerSchool. Please contact the school if you need assistance with a username and password.

SPMS Expectations for High School Readiness

Grades: We challenge students to earn grades of 80 and higher. Earning A's and B's will help students be prepared to succeed in high school and beyond.

MAP scores: By the time students finish each of the following grades, students should meet their MAP goals and earn Spring RIT scores of:

	Spring MAP Reading RIT Score	Spring MAP Math RIT Score
6th	216+	225+
7th	219+	230+
8th	223+	234+

SC Ready/SC PASS: Students should aim for scores that earn “Meets” or “Exceeds” on subject area tests.

Other assessments: Students should always do their best work and earn the highest marks possible. Teachers will conference with students regularly to discuss their progress towards demonstrating mastery of the content tested.

Students are encouraged to take courses such as AVID and honors courses. Middle school students can take high school credit courses if they qualify for enrollment. Taking the most

rigorous courses appropriate for the student will help them prepare for high school and beyond. Please note that some courses have requirements for enrollment, such as teacher recommendation, grades, and/or test scores. Talk to our school counselor and teachers for more information about these opportunities.

Promotion Criteria

Students must earn a final grade of 60 or higher in all content classes to be promoted to the next grade.

Report Cards and Progress Reports

Progress reports and report cards are each issued four times during the school year. Teachers will also use other forms of reporting a student's progress.

Honor Roll

The following criteria determine honor roll students:

- Honor rolls will be based on nine-week grades.
- **The Principal's Honor Roll** requires a 90 or above in **all** classes for the nine weeks.
- **A/B Honor Roll** requires an 80 or higher in **all** classes for the nine weeks.

Special Recognition

Students will be recognized every nine weeks by their classroom teachers for academic success. We post information about honors students win on our website, whether state-wide, district-wide, or county-wide.

Homework

It is the policy of **SPMS** that regular and meaningful homework assignments are educationally valuable and necessary. In addition to reinforcement of skills attained through classroom instruction, homework assignments should encourage students to conduct research and to think independently. Generally, students' amount of homework time spent per day should be no more than an hour.

It is the student's responsibility to obtain all work assignments missed and make up missed tests. Teachers will assist students in this process.

Work Ethic and Additional Support

We expect that SPMS students will do their best work on every assignment. If additional time is needed to learn or complete assignments, the teachers will work with the students through tutoring before or after school. Not doing work or doing poor-quality work is **not** okay or acceptable.

Any student with a grade of 70 or below prior to progress reports and report cards will be assigned additional support. This time could be during the students' lunch, after school, or Saturdays.

AVID - School Culture

Simmons Pinckney Middle uses a school-wide AVID Binder system to develop learners who can self-direct, self-evaluate, self-monitor, and self-advocate. All students will be required to maintain their school binder following the AVID Binder model. The AVID Binder is a system for keeping essential school materials and class assignments organized into one binder. A proper AVID Binder contains all the materials in the “Required Items” section of the AVID Binder Checklist in the order outlined in “How to Organize Your AVID Binder.” Our school will initially provide all items listed in the “Required Items” checklist for all students at the beginning of the school year. Students may purchase additional/replacement items for their binder from the school store with their PBIS Payout. Families may also purchase their own supplies.

AVID binder checks will be conducted once a week in predetermined classes. Teachers leading the weekly AVID Binder checks will be looking for “Required Items” and overall organization.

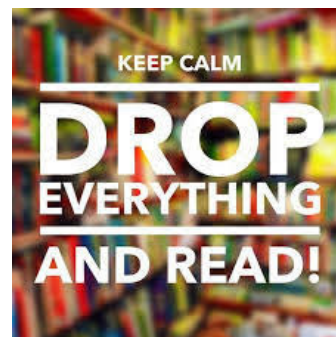
Schoolwide Literacy Initiative

Strive for 25!

STRIVE for 25! is an independent reading program designed to encourage the regular reading of at least 25 books from various genres by students both at home and in classes by the end of the school year. Students record their reading achievements on their reading log. ELA teachers monitor student progress through reading conferencing which involves goal setting, appropriate selection of texts, and teacher guidance. **All** SPMS scholars should have a hard copy of a book in their possession at all times.

Drop Everything And Read (D.E.A.R.)

To help students reach their goal of reading 25 books in the year, each week students will have a minimum of 20 minutes to read independently. Each week, during the middle of the day, students will read on their own a book of their choice. Students are expected to have a hard copy of the book of their choice to read. This is a technology-free time.



Electronics in School

School Property - Electronic Device Policy

Student devices are school property, and all users will follow the Student Device Responsible Use Agreement, the CCSD Technology Responsible Use Policy, and the CCSD Student Code of Conduct for these technologies. Students are responsible for the general care of the devices the school has issued them. Students must bring their assigned device to school each day fully charged.

- If you lose the Chromebook, it costs your family \$407 to replace it.
- If you lose the charger, it costs your family \$30 to replace it.
- Students and their families are responsible for the cost of the repair of damaged devices.
- Take care of what was assigned to you.

Cell Phones and Other Personal Mobile Electronic Devices Guidelines for Use

Students may use their cell phones and other mobile electronic devices, including earbuds, only:

- In the courtyard and cafeteria before homeroom,
- During lunch

- In the courtyard or outside after dismissal

At all other times, phones/devices should be turned off and out of sight. Cell phones and other devices are not allowed during silent lunch, lunch detention, and ISS.

When using a phone or mobile device, students must:

- abide by the CCSD Technology Acceptable Use Policy
- follow all school rules (no bullying, no harassment, no inappropriate material)
- make sure that sound is not audible to others
- use only one earbud at a time so that they can hear other instructions, alarms, etc.
- **May not** take video or photos
- **May not** make audio recordings

If a student does not follow these expectations, the student will follow the consequences as listed below. The number of violations will reset at the beginning of each semester.

Electronic device violation tracking chart

(A separate record of discipline violations are kept in the school's database, Review 360)

Semester 1	Semester 2	# of electronic device violations	Consequence
		1	Warning
		2	The device is confiscated until the end of the day. Parent notified.
		3	Referral issued. The device is returned during a parent conference.
		4	Referral issued. The device is returned during a parent conference. Loss of electronic device privileges for up to one (1) month.
		5	Referral issued for Refusal to Obey. The device is returned during a parent conference. Consequences per CCSD PDP and loss of electronic device privileges for the remainder of the semester.

Responsibility/Liability

Any student who chooses to bring a cellular phone or other wireless communication devices to school shall do so at their own risk and shall be personally responsible for the security of their cellular phone or wireless communication device. Neither the school personnel nor the school board will assume any responsibility or liability for loss, theft, damage, or vandalism to a cellular phone or other wireless communication device brought onto school property or for the unauthorized use of any such device.

To view the entire SPMS Student Handbook, please visit our website at:

<https://www.ccsdschools.com/simmonspinckney>.