



STUDENT HANDBOOK 2017-2018

1809 SW 36th Terrace
Cape Coral, FL 33914

(239) 549-0606 Office
(239) 549-2806 Fax
(239) 337-3347 ParentLink

School Website: <http://gfm.leeschools.net/>

Student Hours - 9:45 a.m. - 4:00 p.m.
Teacher Hours - 8:50 a.m. - 4:10 p.m.
Office Hours - 8:30 a.m. - 5:00 p.m.

This handbook is provided to you to assist you in becoming familiar with our policies and procedures. Please read it carefully and know it is always available for you on your Google Drive.

My Schedule Semester One August 10, 2017 – December 21, 2017

Day	Blue Day - ODD					Gray Day - EVEN				
Period	1	3	5	7	9	2	4	6	8	10
Subject										
Room										
Teacher										

My Schedule Semester Two January 9, 2018 – May 30, 2018

Day	Blue Day - ODD					Gray Day - EVEN				
Period	1	3	5	7	9	2	4	6	8	10
Subject										
Room										
Teacher										



The School District of Lee County 2017-2018 School Calendar

July 2017							January 2018								
S	M	T	W	T	F	S	S	M	T	W	T	F	S		
						1		1	2	3	4	5	6	DEC 25 – JAN 5 Winter Break	
2	3	4	5	6	7	8	JUL 4 Independence Day	7	8	9	10	11	12	13	JAN 1 New Year's Day
9	10	11	12	13	14	15		14	15	16	17	18	19	20	JAN 8 Hurricane Make-Up Day
16	17	18	19	20	21	22		21	22	23	24	25	26	27	JAN 15 Martin Luther King Jr. Day
23	24	25	26	27	28	29		28	29	30	31				
30	31														
August 2017							February 2018								
S	M	T	W	T	F	S	S	M	T	W	T	F	S		
		1	2	3	4	5	AUG 3 Teachers' First Day					1	2	3	
6	7	8	9	10	11	12	AUG 3, 4, 9 Professional Duty Days	4	5	6	7	8	9	10	
13	14	15	16	17	18	19	AUG 7, 8 Teacher In-Service Days	11	12	13	14	15	16	17	
20	21	22	23	24	25	26	AUG 10 Students' First Day	18	19	20	21	22	23	24	FEB 19 Presidents' Day
27	28	29	30	31				25	26	27	28				FEB 20 Teacher In-Service Day
September 2017							March 2018								
S	M	T	W	T	F	S	S	M	T	W	T	F	S		
					1	2					1	2	3	MAR 15 End of 3 rd Quarter – 45 Days	
3	4	5	6	7	8	9	SEPT 4 Labor Day	4	5	6	7	8	9	10	MAR 16 Professional Duty Day
10	11	12	13	14	15	16		11	12	13	14	15	16	17	MAR 19 – 23 Spring Break
17	18	19	20	21	22	23	SEPT 21 – 22 Rosh Hashanah	18	19	20	21	22	23	24	MAR 30 Good Friday
24	25	26	27	28	29	30	SEPT 30 Yom Kippur	25	26	27	28	29	30	31	
October 2017							April 2018								
S	M	T	W	T	F	S	S	M	T	W	T	F	S		
1	2	3	4	5	6	7		1	2	3	4	5	6	7	APR 1 Easter
8	9	10	11	12	13	14	OCT 13 End of 1 st Quarter – 45 Days	8	9	10	11	12	13	14	APR 2 Easter Monday
15	16	17	18	19	20	21	OCT 16 Professional Duty Day	15	16	17	18	19	20	21	
22	23	24	25	26	27	28		22	23	24	25	26	27	28	
29	30	31						29	30						
November 2017							May 2018								
S	M	T	W	T	F	S	S	M	T	W	T	F	S		
			1	2	3	4			1	2	3	4	5		
5	6	7	8	9	10	11	NOV 11 Veterans Day	6	7	8	9	10	11	12	MAY 25, 29, 30 Early Dismissal Days
12	13	14	15	16	17	18		13	14	15	16	17	18	19	MAY 28 Memorial Day
19	20	21	22	23	24	25	NOV 22 – 24 Thanksgiving Break	20	21	22	23	24	25	26	MAY 30 Last Day for Students
26	27	28	29	30				27	28	29	30	31		MAY 30 End of 4 th Quarter – 45 Days	
														MAY 31 Professional Duty Day	
December 2017							June 2018								
S	M	T	W	T	F	S	S	M	T	W	T	F	S		
					1	2	DEC 12 – 20 Hanukkah						1	2	
3	4	5	6	7	8	9	DEC 19 – 21 Early Dismissal Days	3	4	5	6	7	8	9	
10	11	12	13	14	15	16	DEC 21 End of 2 nd Quarter – 45 Days	10	11	12	13	14	15	16	
17	18	19	20	21	22	23	DEC 22 Professional Duty Day	17	18	19	20	21	22	23	
24	25	26	27	28	29	30	DEC 25 Christmas Day	24	25	26	27	28	29	30	
31							DEC 25 – JAN 5 Winter Break								

- Holiday – schools closed
- Professional Duty Day – no school for students
- Teacher In-Service Day – no school for students
- First and Last Student Day
- Early Dismissal Days – students
- Hurricane Make-Up Day

Board Approved 11/22/2016

Special Notes

- All Jewish holidays begin at sundown the day before they are listed

Clubs & Organizations

*** All Clubs and Organizations are subject to change***

Art Club - Art students are the ones that paint the murals in the hallways of Gulf. The club allows students to become more creative in different areas of art.

Builder's Club - The Builder's Club is a Kiwanis sponsored organization that provides service to our community.

Chess Club - The Chess Club welcomes novices and experts alike while providing a way for everyone to learn the game, improve their play, or develop new strategies and partake in friendly competitions.

Civil Air Patrol - Students start out as a Cadet Airman Basic and have the opportunity to participate in a wide range of activities and experiences as they complete the achievements and progress through the ranking up to Cadet Colonel. Your child will learn about aviation, aerospace, leadership, emergency services, communications and much more.

Drama Club - The Drama Club stages several plays during the course of the school year. Students can act, sing, dance as well as learn about set design, stage management and direction, and various other backstage operations.

Math Club - The Math Club meets once a week beginning in September through April. Both sixth and seventh graders will compete in two Saturday events. Algebra students will be involved in at least three competitions.

National Junior Honor Society (NJHS) - The National Junior Honor Society has been established to recognize academic achievement and encourages service hours for the school community. The five qualities of scholarship, service, leadership, character and citizenship are required for induction.

Run Club - The Run Club meets twice a week to run. We run for fun, exercise, energy release, training or competition. Run Club focuses on teaching its members how to pace themselves, run as a group, set goals and enjoy a good run!

SADD Club - SADD stands for Students Against Destructive Decisions. These students meet to educate the school on poor choices that can be made during your middle and high school years. This organization is dedicated to preventing destructive decisions, particularly underage drinking, other drug use, risky and impaired driving, teen violence and teen suicide.

Student Government - Student Government is a service organization made up of student representatives from sixth, seventh and eighth grades. Their purpose is to serve the needs of the student body by providing a forum for students to transmit their wants, needs and desires to the administration and support the school through various service activities.

Team Sports/Intramurals:

August- October: Basketball & Cross Country

October –December: Volleyball

January-March: Soccer

March –May: Track & Field, Golf and Tennis

****Athletic eligibility is dependent upon a 2.0 GPA and a submitted athletic eligibility form.**

ParentLink Login Information

- User name is the Student ID of the eldest child in the School District, living in the student's household, and the parent's first and last initial. The student's household includes all students living at the same address, with the same home phone number.
- The password is the birth date of the student whose ID was used for the User name, in the format of MMDDYY.
- For example: Jane Doe's eldest child's Student ID in the household is 12345678, her user name would be 12345678JD
- Jane Doe's eldest child's birth date is January 1, 1999, her password would be 010199
- **Please remember to change your password after logging on for the first time.**
- If you logged into ParentLink last year, you will use the same login and password as you used last year.

School Expectations

Announcements

Each school day begins with announcements on WGMS. While the news is on, everyone is expected to be seated, remain attentative and silent, and listen carefully.

Arriving Early and Staying Late

Students are not permitted on the school campus unsupervised before 9:05 a.m. or after 4:20 p.m. Students who arrive prior to 9:05 a.m. are expected to check in through the Before School Program (fee-based) located in the cafeteria. Please contact our office at (239) 549-0606 if you are running late and will not be here by 4:20 p.m. to pick-up your child.

Arriving Late to School

Students who arrive at school after the 9:45 a.m. bell are to report to the main office and sign the Tardy Log Book. The Code of Conduct will be followed for enforcing the tardy policy. For the first and second offense, a warning is issued. For the third offense, a detention is issued. Additional consequences are outlined in the Code of Conduct.

Athletic Sports (Intramural) Program

GMS offers several athletic sports which operate after school. Some of these programs which occur throughout the school year are as follows: Basketball, Cross Country, Volleyball, Soccer, Track & Field, Golf and Tennis. Student athletes must maintain proper behavior and conduct, especially when their sport is in season (any type of suspension may jeopardize the student's participation during the intramural sport and will jeopardize the student's participation during the extramural sport). Student athletes must maintain proper academic status to fully participate during their sport (minimum 2.0 G.P.A.). Further information may be found on the G.M.S. website by clicking on the link for sports.

Attendance

Regular attendance is necessary for a student to take full advantage of available educational opportunities. All students shall be counted in attendance when they are present in their assigned classes, serving internal suspension, participating in a school sponsored function, or on an educational field trip. Students are expected to be in school except in cases of emergency or for reasons as outlined in the Code of Conduct:

STUDENTS' RESPONSIBILITIES REGARDING SCHOOL ATTENDANCE:

- To be in school every day, on time, in dress code, and in every class unless excused.
- To bring appropriate materials (including their Chromebook) to all classes.
- To be responsible for obtaining and completing all assignments missed during an absence. *Work must be made up in a reasonable amount of time according to the School Board Policy (number of days absent plus one day). 24 hour notice is expected to gather classwork for absent students.*

PARENTS' RESPONSIBILITIES REGARDING SCHOOL ATTENDANCE:

- A parent/guardian is expected to send in note on the day your child returns specifying the date(s) and the reason for the absence.

Before, After School Program

GMS operates a **fee based program** for students needing to be on campus prior to or after school hours. This is a prepaid program that operates from 6:30 a.m. until the morning bell, and from dismissal until 6:00 p.m. For more information please call 239-549-0606 or check out the school website at <http://gfm.leeschools.net/>

Birthdays/Celebrations

Students are not allowed to have balloons, flowers or gifts delivered to them in the classroom or to carry them throughout the day. Any item(s) delivered to the school for students will be held in the office until dismissal. Balloons are not allowed on the school buses as they are a distraction for drivers.

Bus Change Requests

Students may not enter or exit a bus stop other than their own, except in the case of an extreme emergency. Changes must be approved in advance by one of our administrators and a bus pass must be issued.

Cafeteria (Breakfast/Lunch)

Breakfast will be in the cafeteria. All students are eligible for free breakfast.

Each student will have a lunch account. Money may be added to this account to cover A la carte items. Checks should be made payable to G.M.S. and contain the student's first and last name.

With the exception of water, concession or vending machine items are not permitted to be taken outside of the cafeteria. Students are permitted to have water bottles in class – bottles must be clear, and the water must be clear and non-flavored.

Change of Address

Please contact the school information specialist in the event of an address change, phone number, or email address. Having accurate information facilitates communication between school and home.

Chromebooks

All students will be issued a Chromebook. Chromebooks will be checked out to students, and are the responsibility of students, just as textbooks.

Clinic

Any student who becomes ill during the school day is to report to the clinic with their planner signed by a teacher or administrator. The clinic aide will contact the parent/guardian if the student needs to go home.

Clubs and Organizations

GMS has service clubs, special interest groups, and intramural sports. Our goal is to provide an opportunity for all students to become involved in a school-sponsored activity. Students should listen to WGMS announcements for more information about available activities offered here.

Code of Conduct for Students

Students' rights and responsibilities are outlined in The Lee County Code of Conduct printed by the School Board of Lee County. Please make sure you go over this booklet carefully with your parent and return the signature page to school. The consequences for breaking school rules are progressive in nature. Repeated rule violations will yield stricter penalties. Any staff member has the right to discipline a student who is not exhibiting proper behavior in school.

Conferences

Parent conferences may be requested by calling the main office: (239) 549-0606.

Dress Code

Gulf Middle School enforces the student dress code adopted by The School District of Lee County. The purpose of our dress code policy is to encourage students to focus on the learning process without the distractions of unsuitable dress and grooming. Students should maintain a clean appearance at all times. The following establishes the minimum acceptable standards for student dress to be interpreted and enforced by the principal or designee.

TOPS

- **Translucent (see-through), tank tops, or lace tops are not permitted.**
- **Shirts may not be tied or twisted up.** Shirts or dresses shall be appropriately fastened in accordance with the design of the clothing.
- Tops may not be excessively tight and sleeves must cover the shoulder.
- Midriffs should not be shown at any time.
- **Strapless or low-cut clothing (including plunging V-neck shirts) is not permitted even with a camisole or tank top underneath it.**
- All shirts or dresses worn under jackets, sweatshirts or sweaters must adhere to the dress code.
- Long, over-sized sports jerseys are prohibited.

BOTTOMS

- **Pants with holes are not permitted.**
- **Shorts and skirts must be no shorter than three inches above both the front and back of the knee. Leggings are not permitted to be worn under shorts or skirts.**
- Pants may not be excessively tight (no leggings, tights, yoga style pants or sweat pants).
- Pants shall be properly fastened, buttoned, zipped and worn at the natural waistline.
- **Pajama pants and undergarments may not be worn as outerwear, nor should they be visible at any time.**

FOOTWEAR

- Shoes (appropriate footwear) shall be worn at all times. All footwear must have backs/straps. **Bedroom slippers, flip-flops, and sport sandals are not permitted.**

MISCELLANEOUS

- **Hair must be a natural color.**
- Shaved designs into the eyebrows are not permitted.
- Adornments, which are attached (pierced) to exposed body parts (other than the ears) are not permitted. Specifically, jewelry for pierced tongues, noses, eyebrows, and lips is not permitted. Gauging of the ears is also not permitted.
- **Writing, tattoos, or body stickers on face, arms, hands, or legs is not permitted. Writing on clothing with pens or markers is not permitted.**
- **During the school days the wearing of hats, stocking caps, bandanas, jacket hoods, and sunglasses are not permitted.** Hats may be worn at P.E. only.
- Any articles of clothing or jewelry (chains, bracelets, rings, chokers) that could likely cause injury are not permitted. Wallet chains, mesh gloves, and fingerless gloves are prohibited.
- Symbols that promote the use of alcohol, drugs, tobacco, weapons, or any other illegal activity are not permitted.
- Gang-related tattoos, or other tattoos that may cause a substantial disruption to the educational environment as determined by the principal, are prohibited.
- Clothing with slogans or advertising of a controversial or obscene nature are not permitted.
- **Due to various health issues for some students and staff, perfume, cologne, body spray, sunscreen, and other strong aromatic items must be applied at home.**

Students are expected to meet dress code expectations each day of school. **Students who choose not to meet the dress code will not be permitted in class until appropriate clothing is secured. The administration reserves the right to declare other items not covered in this dress code inappropriate for school. The final decision as to whether an item is appropriate for school rests with the school administration.** Repeated, purposeful violations of the GMS dress code will be considered as insubordination. Insubordination will be dealt with in accordance with the guidelines in the Code of Conduct for Lee County Public Schools.

Electronic Devices (Cell Phones, Tablets, Etc.)

Students are permitted to have cell phones and other personal electronic devices while on campus. These devices must be turned off at all times, unless utilized for a teacher-approved activity. Possession of all electronic devices is done at the student's own risk and the school assumes no responsibility with regard to these items.

Emergencies/Health Information Card

All students are required to have an up to date health information card. Students/parents will receive this card on the first day of school. In the event of an emergency, the school must have accurate telephone numbers for both parent, guardians and/or other designated people.

Emergency/Fire Drills

Emergency/Fire Drills will be held monthly during the school year. An evacuation plan is posted in each room. Teachers will give detailed instruction on proper evacuation procedures. All students must remain with the teacher at all times. Inappropriate behavior during any drill may result in a referral.

Final Exams

Students may be given final exams at the end of each semester. If for some reason a student is unable to take an exam, the parent must contact an administrator to be excused and the student is responsible for making arrangements with the teacher to make up the exam.

Field Trips

Students must observe all school rules on field trips. Students who do not return completed and signed permission slips will not be allowed to participate. Some trips have established criteria for eligibility based on student discipline records.

Grading Scale

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

Gum

Gum is not permitted on campus. Our goal is to maintain a clean and attractive environment. A student's Dolphin Card will be signed if they have gum.

Homework

Homework can be an important part of learning. Students are encouraged to set aside time on a daily basis for study at home. This practice will add to the academic learning experience and certainly improve grades. If a student is absent for three or more days from school, homework may be requested by contacting the main office.

Immunizations for Students

All students, including those students presently enrolled, who attend 7th grade in a Florida school will be required to follow the Florida Department of Health Immunization Guidelines.

Lost and Found

Personal belongings should be clearly marked with the student's name. The school is not responsible for any loss of personal property. The Lost and Found is located in the Clinic. If you find something, please turn it in to the Clinic as soon as possible.

Medications

For students who must take medication, arrangements should be made with the appropriate physician so that the medication may be given at home before and after school hours. Medication may be given at school only if failure to take it could jeopardize the student's health. If this is the case, the Parent Permission for Medication Form (MIS/398), available from the school, must be filled out by the student's parent/guardian. If any medication is needed for more than a two week period, the Doctor's Permission for Medication Form MIS/401 must also be completed.

If a doctor orders a non-prescription medication such as aspirin or cough medicine/drops, the doctor must give the parents a written note to send to the school. No over the counter medications (non-prescription) will be given without a written statement from the doctor.

All medication must be fully labeled and in the original container with the student's name and direction for dosage. All medication must be brought to the nurse before school begins and must be stored in the clinic.

Money and Valuables

Large sums of money or valuables should not be brought to school. All jewelry must be personally secured and expensive items should never be brought to school. The school is not responsible for the disappearance or theft of a student's personal property.

Pledge of Allegiance - Current law requires each school to post a notice in a prominent place to inform students they have the right to not participate in the morning pledge. The bill clarifies that the student's right to not participate includes not standing or placing the right hand over his or her heart.

Prohibited Items

Any items that may distract the school/class learning environment are not to be brought on campus. A list of prohibited items may be found in the Lee County School District's Code of Conduct.

Student Planners

Hard copy planners will not be given to students this school year. Homework assignments for students will be captured on their Chromebooks.

Request to Leave School Early

In the event that a student needs to be signed out early, the parent must check in with the front office. In order to sign out a student, the parent/guardian must have a photo I.D. and be listed on the Student Emergency Card. The child will be located and requested to report to the main office. The child will not be called to the front office until the parent arrives.

Restrooms

Students are expected to sign out on their Chromebook through CASTLE before leaving their classroom. Students may only use the restroom or water fountain in their designated area.

School Counseling Services

We have a school counselor available to help students with a variety of situations, including issues in class, peers or home situations. Students may submit a request to see the school counselor.

School Resource Office (SRO)

School Resource Officers are representatives of the Lee County Sheriff's Department. The SRO may serve as a classroom lecturer and resource in matters concerning the law and law enforcement. The SRO may counsel students and faculty and serves as positive role models for students. They may also assist with school clubs and activities.

Search and Seizure

If at any time there is reason to believe that a student is concealing stolen or illegal property, alcoholic beverages, tobacco or tobacco products, illegal drugs or substances, weapons or any other prohibited item, the administrative staff has the right to search the student or his/her personal property. All searches are done with at least two adults present.

Textbooks

Students are responsible for damage to or loss of textbooks assigned to their care. Students who damage books or school property will be required to pay for the damage or replacement cost of the item.

Transfers

Students who transfer to another school within the Lee County School District must have their parent/guardian contact our Information Specialist. Parents withdrawing a student from the Lee County School District will need to sign a Release of Student Records form, which will allow us to forward the student's records to the new school. The Information Specialist is your contact person for starting these procedures. The student must return all books and materials and pay any outstanding fines prior to leaving school.

Visitors

All visitors to the school must report to the main office to register and receive a visitor's pass. All visitors must have a Driver's License scanned into our Keep-N-Track system for security purposes. Once cleared, the visitor will receive a visitor pass/sticker to adhere to their clothing. Parents are encouraged to make appointments to see administrators, counselors, or teachers. Students are not allowed to bring visitors to school.

Volunteers

Volunteers are an asset to the success of our school program. We invite parents, senior citizens, retirees, and others to become part of our volunteer program. Volunteer assignments are made by our Volunteer Coordinator. All volunteers must complete the School District of Lee County Volunteer Application.

Web Page

Our web site can be found at <http://gfm.leeschools.net>