

Ezekiel W. Cullen Middle School

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Student Handbook **2011-2012**



"HOME OF THE MIGHTY BOBCATS"

Clayton D. Crook, Principal

Dr. Dallas Dance, Chief Middle Schools Officer
Katrise Perera, School Improvement Officer

PREFACE

The policies and procedures contained in this handbook are results of an effort on the part of parents, students, teachers, counselors, and the school administration. The contents of this handbook should be read and reviewed by both students and parents throughout the school year.

The ultimate purpose of education is to help each student become an effective and productive citizen in our democratic republic. To develop and accept the responsibilities and obligations of good citizenship will help us to participate successfully in the world and society of the 21st century. As Cullen students we hope that you will participate in our varied activities, and thus find those things within our school, which will prepare you to live a better life and finally take your place in this complex society. Remember, that your success at Cullen Middle School will be directly proportional to your efforts, commitment to achieve, and continued positive attitude each day.

Consequently, one of the most important lessons education should teach is DISCIPLINE. While it does not appear as a subject, it underlies the whole educational structure. DISCIPLINE is the training that develops self-control, character, order, and efficiency. It is the key to good conduct and proper consideration for other people.

With an understanding of the purpose of discipline in a school setting, we expect to work together (school, student, parent, and community) to create a positive school culture where *"Every day, in every way, every child must have every opportunity to learn."* We can then do our part in making our school an effective place for student dreams to flourish. Additionally, students can develop a daily habit of self-restraint, self-discipline, and respect for others which will make this world a better place for us all. Each day we will recite the Pledge of Allegiance to the US Flag, Pledge to the Texas Flag, have a moment of silence and read daily announcements!! We want students to be informed, believe in the power of their dreams and their ability to achieve them!

**CULLEN UNIVERSITY
SMARTER – STRONGER
.....EXEMPLARY!!!**

GOALS AND OBJECTIVES

- To assist all students to achieve and maintain academic excellence and to meet or exceed the educational performance standards set by the Texas Legislature, the State Board of Education (SBOE), the Texas Education Agency (TEA), and the Houston ISD Board of Trustees.
- To offer activities for all students that cultivate self-discipline, develop respect for others, and foster patriotism.
- To provide alternative educational programs for students with special needs or unique abilities and/or student referrals for students with qualifying disciplinary behavior.
- To create a drug-free environment throughout the campus and offer substance abuse/drug information and education programs.
- To ensure student, program, and operational success by securing adequate levels of local and state funding and expending these resources in an equitable manner while demanding accountability.

OUR VISION

Cullen Middle School is we embrace high levels of learning for all students as both the reason our organization exists and the fundamental responsibility of those who work within it. We acknowledge that students learn at different rates and with different levels of support. Therefore, we are willing to examine all practices in light of their impact on learning. Consequently, every adult member of our learning community is committed to getting every child that sits before us, smarter and stronger, by doing whatever it takes to be sure that failure is not an option for any child.

Message from Your Proud Principal Mr. Clayton D. Crook

Greetings Bobcats,

*On behalf of the HISD Board of Education, Superintendent of Schools, Middle Schools Chief Officer, Administrative Staff and Faculty, I take great pleasure in welcoming you to Ezekiel W. Cullen Middle School. I hope you will find that the programs and character of our school meets your academic needs. It is my desire to move our reputation from Cullen Middle School to **The Cullen College Preparatory Academy**. We will provide you with many opportunities to grow academically, prepare you for college courses, and expose you to various professional careers. You have been afforded the opportunity to learn from an experienced, dedicated and enormously talented faculty and staff. They will challenge, inspire, encourage, and nurture you.*

During your stay the administrative staff and I are always available to encourage and assist you with any problem or concern. I call to your attention the student dress code enclosed herein; please make sure you are properly dressed each school day. You will be held accountable for all violations in dress, behavior, conduct, etc. I pray that your stay with us at Cullen Middle School is successful, enjoyable, and educationally rewarding.

We will have a successful 2011-2012 school year!

The Cullen College Preparatory Academy Offers:

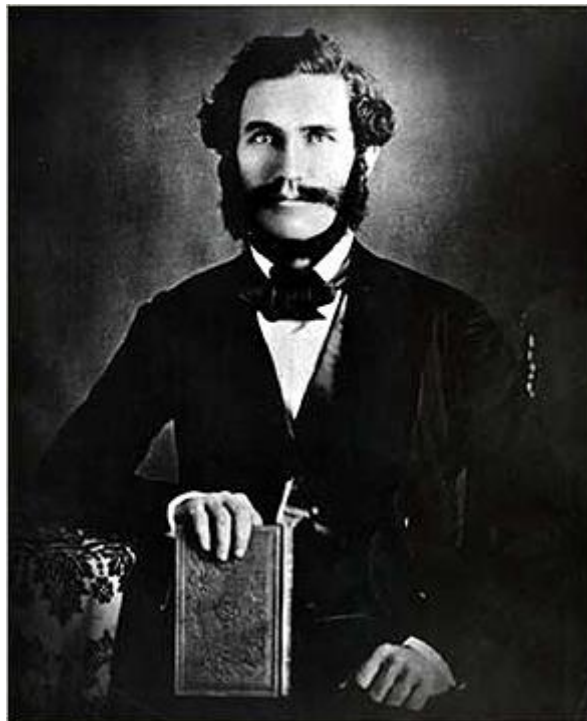
- Preparation for success with an academically challenging curriculum
- Character development
- Extracurricular activities in athletics and fine arts
- Leadership development

Who exactly was **Ezekiel Wimberly Cullen** and why was your school named after him?

On November 21, 1954, the Foster Elementary Parent/Teacher Association (PTA) held a meeting of approximately 400 concerned parents, teachers and community leaders. They wanted a say in choosing the name of the new Junior High School built in their neighborhood. The PTA voted and chose the name Ezekiel W. Cullen. The Association submitted its request to the H.I.S.D. board of trustees.

On November 22, 1954, during a regular board meeting, the H.I.S.D. superintendent, William Moreland, recommended that a new junior high school located near Scott and Yellowstone streets be named Ezekiel W. Cullen Middle Jr. High.

Mr. Moreland said that the Foster PTA felt it was particularly fitting that a man who served the cause of public education so well over more than 100 years before be honored during the Centennial Year of Public School in Texas. Mr. Ezekiel W. Cullen served in the Texas House of Representatives and was the chairperson of the Education Committee to the third Congress of the Republic of Texas in 1839. He was also the author of the bill which established public schools in Texas.



Ezekiel Wimberly Cullen (1814-1882)

MISSION STATEMENT

The mission of Cullen Middle School is to provide a success-oriented learning environment that addresses each student's unique academic, behavioral, and social needs; thereby, ultimately developing productive citizens in an expanding technological and multicultural society.

MOTTO

"Every day, in every way, every child must have every opportunity to learn."

SCHOOL COLORS

Maroon and White

MASCOT

"THE MIGHTY BOBCATS"



THE PLEDGE OF ALLEGIANCE TO THE U.S. FLAG

"I pledge allegiance to the flag of the United States of America and to the republic for which it stands, one nation under God, indivisible, with liberty and justice for all."



THE PLEDGE OF ALLEGIANCE TO THE TEXAS FLAG

"Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible."

THE LEARNER'S CREED

I believe in myself and my ability to do my best at all times.

Just for today:

I will listen, I will see, I will speak, I will feel,

I will think, I will reason, I will write

I will do all these things with one purpose in mind:

to do my very best and not waste this day

for this day will not come again.

Ernestine Mitchell, Retired HISD Teacher

HOW TO STUDY AND DO WELL IN SCHOOL

- The teacher is there to instruct you and answer questions. Ask for help or explanations if you do not understand. ALWAYS PAY ATTENTION IN CLASS.
- Start on long-term class and homework assignments immediately. Set a realistic schedule of how much work should be done each day or each week. DO NOT create pressure for yourself by waiting until the last night or weekend.
- Have the proper homework/study conditions: a quiet area, proper lighting, and necessary materials, etc., and set a regular time, if possible, for studying.
- When you study, give the subject your full attention and do not allow your thoughts to be distracted. Turn-off the radio and television.
- Learn to take notes in class. Do not try to make complete sentences; just write down key words and phrases. One method is to take notes and later copy them into a special notebook. In this way you are reviewing while you copy the notes.
- Before you begin to read a chapter, glance at any questions that are listed at the end. Read the captions under the pictures and look at the illustrations. If you find any words you do not know, look them up in the glossary or a dictionary. This will assist you in establishing purpose before you begin reading. It also helps you build your vocabulary.
- After you have read the chapter or pages, go over the material carefully and make notes of the important points that you want to remember. DO NOT skip words or problems you do not understand.
- Ask yourself questions about the assignment and, if you cannot answer them; skim the material again looking for that precise information.
- DO NOT get upset with a difficult assignment. After studying a lesson for a reasonable length of time, put it aside and come back to it again when your mind is rested. It will be easier the next time you go over it.
- Ask your teachers for specific suggestions about how to study. There are certain techniques that vary among subjects, and teachers know special methods that will help you to remember and to understand difficult material.
- ALWAYS believe in yourself and strive to do your BEST on all schoolwork.



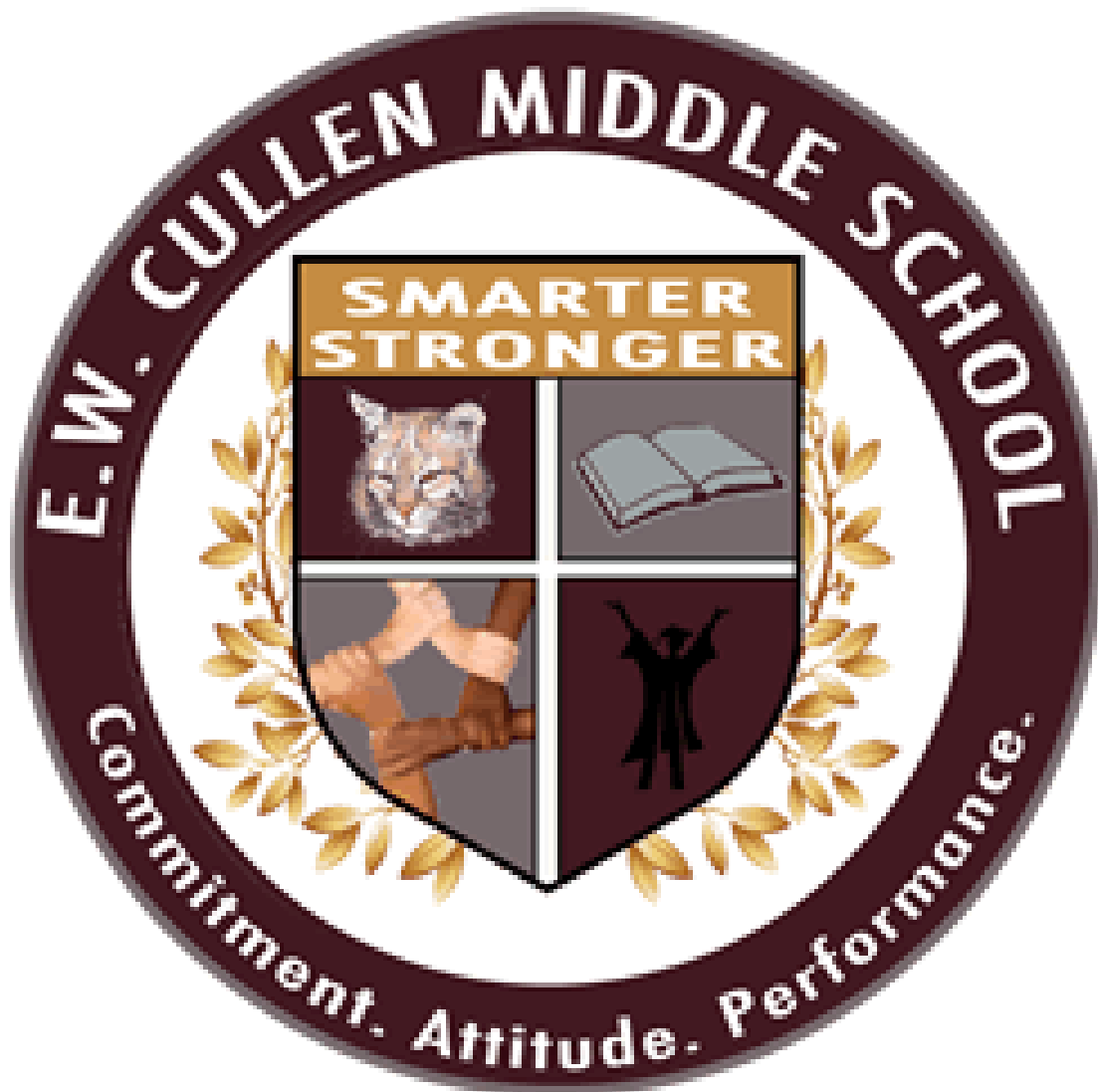
HOW TO TAKE TESTS

- If your basic preparation during the course has been adequate, you can be confident. **DO NOT** plan to “cram” the night before. Review your notes, reread the material, and get a good night’s sleep.
- Be sure you have adequate pencils, erasers, pen, ruler, paper, etc., so you will not be distracted due to a lack of equipment. Go to the restroom and get a drink of water before the test, if possible.
- After the test has been distributed, look it over quickly but carefully. Find out exactly what is wanted. Check on the number of questions to be answered. Are there any choices? Are there any specific instructions as to how the answers should be prepared or how the papers should be marked?
- Answer the questions that you know, then the next easiest ones, etc. **DO NOT** be upset, as they are usually easier when you try them later. If you do not have time for all of the questions, be certain you have answered the ones you understand or know.
- Scratch work should be done on separate paper, if permitted. Put the required work on the answer sheet in a neat and orderly arrangement. Label your answers, if applicable.
- Check your work. Watch for careless errors. Make a quick estimate on mathematics tests to see if the answer you obtained is reasonable.
- Go over the test and your choices again. Be certain your answers are appropriately presented. The ability to follow instructions is important when taking tests or exams.
- If you do not understand a question, and if the rule permits, ask the teacher for clarification.
- Pay attention to spelling, grammar and sentence structure. Write simple, concise, and clear answers.
- **DO NOT** pay attention to others, especially those who finish early. There is no reward given to those who finish a test first. Take full advantage of all the time allowed. Budget your time and use all you have, check and recheck. Have you fully answered the questions? Have you answered all that is required? **DO NOT** leave any questions unanswered unless there is no time remaining or there is a scoring formula that will penalize you for guessing.
- Ask your teachers about special test-taking techniques that they have used through the years. They will be pleased to share them with you.



ASSEMBLY BEHAVIOR

- Various activities will be scheduled in the school auditorium. Students should be aware of and conscious of proper etiquette in the auditorium. Courtesy should be shown to all speakers and performers.
- Remember that your lack of respect shows lack of manners. Applaud only by clapping hands, please.
- Whistling, booing or shouting is inappropriate and not socially accepted.
- FOOD and/or DRINKS ARE NOT allowed in the auditorium or gymnasiums.
- All students are required to attend all assemblies unless otherwise instructed.
- Enter the auditorium quickly and quietly and be seated without delay.
- Facing the stage, 6th grade sits on left, 7th grade on the right and 8th grade in the center sections of the auditorium.



ATTENDANCE POLICY

All students in HISD are required to attend all of their classes daily and to take advantage of the opportunity to learn and to pass their courses. Furthermore, it is the parent's duty to require their child to attend school, monitor their child's attendance, and request a conference with school officials to discuss any concerns about attendance.

In HISD secondary schools, a student may have no more than 3 unexcused absences to receive credit for a regular 18-week semester schedule. This means that when a student accumulates his fourth unexcused absence, credit will be denied. The computer grade reporting system will automatically flag subjects where the unexcused absence limit has been exceeded.

In addition, if a student is absent from school without parental consent for any portion of the school day for three days in a four-week period or for 10 or more days in a six-month period, the student and the student's parent/legal guardian are subject to prosecution under state law. In addition, if a student fails to attend school without excuse, the district shall file a complaint with the Harris County Justice of the Peace Courts against the student's parent or legal guardian, the student, or both. The student may also be referred to a juvenile court. The Principal may excuse absences for personal illness, death in the family, or other legitimate reasons.

Teachers will give students an opportunity to make up work for all absences, and students/parents must use the established district process for appealing credit lost because of excessive absences.

The counting of all absences, excused or unexcused, begins with the day a student is enrolled in an HISD school for the first time for that school year. If a student transfers from one HISD school to another during the school year, all absences should be transferred and apply to that class or subject at the new school.

The School Attendance Committee may grant class credit in those cases where absences are due to extenuating circumstances and may stipulate requirements that a student must meet to regain credit in a class. All students who have exceeded the absence limit must have a 70 average or better to have the right to have their records reviewed by the committee. The student's teacher in the class being reviewed must be consulted before the committee renders a decision. This does not mean that a teacher can veto the decision, but does mean the teacher would be aware of grade changes. The committee may review records of all students who have exceeded the unexcused absence limit, whether or not a petition has been filed.

Students must be present at least 45 minutes of the period in order to be considered in attendance unless participating on a field trip or other activity approved by the principal.

A student may not enroll in a new course for credit after 15 days of a semester unless he/she receives a special exemption from the principal.

Tardies - A LITTLE IS TOO LATE

Any student who is not in class when the tardy bell rings (8:00 a.m.) is late to school. He/she must report to the Assistant Principal's Office. The student will be assigned detention unless he/she presents a note from home explaining why he/she is late. This note should include your name, date of tardy, and a telephone number where your parent or guardian can be reached for verification. Any student found guilty of misrepresenting the validity of an excuse or permit shall be subject to disciplinary action.

Average Daily Attendance (ADA)

The school's official daily attendance is taken at 9:45 a.m. daily. Students with medical appointments, who are out of class at the time ADA is taken, may be counted present for attendance purposes but absent for grading purposes for all classes missed, provided they are in attendance at some time during the school day. Students must be present at school during ADA to participate in UIL school sponsored activities (sports, band, dances, cheer, etc.)

Attendance Reporting Procedures

- Students will be excused from school only in case of an emergency (personal illness, doctor's appointment, funeral, etc).
- Students must make up ALL assignments missed in ALL classes within three days after returning to school. It is the responsibility of the student to consult with teachers about make-up work. Assignments not made up may result in zeros for those assignments.
- When a student returns to school after being absent, the student must follow these instructions:
 1. Your parent or guardian must write a note explaining why you were absent. This written excuse must be received by the school within three days after the absence. This note should include the name, date(s) of absence, and a telephone number where your parent or guardian can be reached for verification. Any student found guilty of misrepresenting the validity of an excuse or permit shall be subject to disciplinary action.
 2. Take the note to the Attendance Office, before school on the day of your return, and obtain an excused permit.
 3. This permit must be signed by all of your teachers and returned to the Attendance Office at the end of the day.
 4. If you return to school after being absent without a written excuse, your absence(s) are unexcused.

HISD CONNECT ED

We will use an automatic student attendance dialer system to contact parents. It will call the phone number listed on the registration form if your student was marked absent from a class. If you receive a call from the system, please call to clear the absence at 713-746-8180. It is extremely important that the school is able to contact appropriate family members via the telephone. Parents please ensure your correct name, address, telephone number, emergency contact person, etc., is updated and on file with our registrar.



School Rules:

Cullen's school rules apply to all students whenever they are in the building, school grounds, before, during, and after the instructional day, school activities, school programs, parent meetings, athletic events, etc.

1. Come to class on time. Be prepared.
2. Electronic games, devices, ipods, mp3 players, cd players, etc. are prohibited. Cell phones are allowed but must not be visible during school hours.
3. Dangerous objects are prohibited.
4. Respect yourself, others and school property. Keep Cullen clean.
5. No yelling, pushing, kicking, shoving, in the hallways and cafeteria.
6. Students should respond appropriately when addressed by an adult.
7. Students will walk on the right side of the hallways, keeping their hands to themselves.

Cullen Rules:

1. Follow directions.
2. Keep hands, feet and objects to yourself.
3. Do not leave the classroom for any reason without permission from the teacher.
4. No eating, drinking or chewing gum in the classroom, hallways, and gym.
5. Fighting, cursing, and teasing are prohibited.
6. Bring assignments and requires materials to class, daily.

STUDENT RULES & REGULATIONS

- ❖ **Admission**: Admission to any program or course in Cullen Middle School is not based on race, color, national origin, sex, or handicapping condition.
- ❖ **Cafeteria Use**: Students may use the cafeteria before 8:00 a.m. for breakfast and during lunch hours.
- ❖ **Cell Phones/Paging Devices/CD players/MP3 players**: Electronic devices are NOT allowed on campus. Students found to be using an unauthorized device should have the item(s) confiscated. Teachers will tag the item with the student's full name and turn it in to the main office. Parents may reclaim the item from the main office after paying a \$15.00 fee. After 20 days unclaimed items will be disposed of.
- ❖ **Cheating**: Cheating is defined as an act of deceit, trickery, or fraud on an assignment or test. It includes the using or copying of another person's work or lending one's own work to another. It could also include, but is not limited to, using written notes on a test; giving or receiving hand signals; looking at another student's test; or allowing another student to copy one's answers. Cheating is a Level I violation of the Code of Student Conduct and is to be handled by the classroom teacher.
- ❖ **Closed Campus**: The campus is "closed" to all students from the time they arrive on campus in the morning until 3:15 p.m. This includes not only class times but also the period between classes and during lunch.
- ❖ **Code of Student Conduct**: The HISD Code of Student Conduct has been prepared for every student. Every student must sign a confirmation indicating that this code has been received and read. Students are to be familiar with the code and adhere to the code at all times.
- ❖ **Drugs and Alcohol Use**: Use of, possession and/or distribution of, or being under the influence of marijuana and/or hallucinatory, hypnotic or sedative drugs or any chemical stimulant or alcohol not prescribed by a licensed physician is strictly forbidden on the school premises or at any school-sponsored activity. A student found in violation shall be subject to police action and severe school disciplinary action. Teachers will alert the office of any student suspected of being in violation. Suspicion may result from but not limited to student actions (unusual hyperactivity, lethargy), appearance (bloodshot eyes or "glassy" stare), odor (both clothing and breath), and tips from students.
- ❖ **Hall Passes**: As a general rule, students should not be in the hallway during class time. If a student leaves the classroom he/she must have a pass that includes the student's name, time of departure, destination, and a legible teacher signature. The pass may not be used for a destination or time other than so stated on the pass. Students should never leave the classroom in pairs or groups.

BUS-RIDING RULES

"Protect Your Riding Privilege!"

Houston ISD furnishes school bus transportation for all eligible students in the school district. School transportation is a privilege provided to students who live outside the 2-mile boundary from the school and is not mandatory by law. Transportation is rendered as an auxiliary service by the HISD school board. In order to receive this service, a student needs to merely abide by the listed safety rules.

FOLLOW THESE RULES:

1. Follow all directions the first time they are given by the driver.
2. Bus driver is authorized to assign seats.
3. Observe same conduct as in the classroom.
4. Be courteous, DO NOT use profane language.
5. Do not eat, drink or use tobacco on the bus.
6. Please help keep your bus clean.
7. Do not be destructive.
8. Stay in your seat.
9. Keep head, hands and feet inside the bus.



The school bus stops are established by the Transportation Department and must not vary without official notification. Students are assigned to a bus stop that is closest to their homes for their convenience and safety. Students should be at their homes for their convenience and safety. Students should be at their bus stop five minutes before the assigned pick-up time.

Disruptive and repeated misbehavior on the school bus may result in temporary or permanent loss of riding privileges.

Good student behavior on the school bus is important for the safety and well being of the entire passenger load. However, if it becomes apparent that a student is not cooperating, school administrators may initiate, but not limited to the following steps.

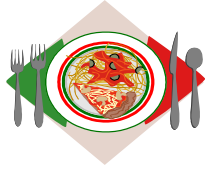
First Offense -Warning with parental notification in writing or by telephone about inappropriate behavior on the bus.

Second Offense - A two or three day suspension from riding the bus.

Third Offense - A five to seven day suspension from riding the bus.

Fourth Offense - Exclusion from riding the bus for the semester.

The school bus driver is responsible to the administration as well as to the Transportation Department. He/She is to report all discipline problems to the assistant principal at once. Any questions about bus schedules, etc., can be addressed with the HISD Transportation Department at **713-676-9218**.



CAFETERIA POLICIES

Our cafeteria provides excellent meals for reasonable prices. Your homeroom teacher will give lunch and breakfast applications to you. Student behavior in the cafeteria should be based on courtesy and cleanliness.

- Students are expected to leave the table area where they have eaten clean and orderly.
- The noise in the cafeteria must be kept to a minimum in order that each person may enjoy his/her lunch.
- All students must sit down while inside the cafeteria, boys on the left and girls on the right.
- Students are not permitted to sit on cafeteria tables or stand along the walls.
- All students are to remain in the cafeteria until they have finished eating.
- All food and drinks must be consumed inside the cafeteria.
- Do not in any way disturb classes when returning from lunch or at any other time that you are in the hall while classes are in progress.

CLOSED CAMPUS

Cullen Middle School is a closed campus. Once students arrive on campus, they are to remain on campus at all times. Students are not allowed to leave campus during the lunch period. Furthermore, students shall not leave campus without permission and approval from a school administrator. Students who violate these rules will be subject to disciplinary action. We ask parents/guardians to honor the privacy of our students by NOT requesting to eat lunch during the lunch periods with their child or bring food from the outside.





CLINIC INFORMATION

The medical clinic is located near the main office and is staffed by a school nurse. Students must secure a permit from their teacher prior to reporting to the nurse. If you become ill, report to your teacher and request a permit to the nurse.

If it is at the end of a period or during a passing time, or lunch period, a permit from your next period teacher is required. This applies to all classes, including P.E. Only in cases of emergency will the school nurse see a student without a valid permit. If the door to the clinic is locked, report immediately to the assistant principal's office.

School personnel is not permitted to give medication of any kind, including aspirin, similar preparations, or any other drugs, unless a written statement from his/her physician and a permission slip from his/her parent(s) is on file within the clinic. If the circumstances are questionable, the school employee reserves the right to deny the parent's request. Students will be scheduled to come to the clinic for medicines.

If prescription medicine is required, it must be in its original container, kept in locked storage in the office of the school nurse or the principal's designee, and administered by the nursing staff or a school employee. The school may accept a sufficient quantity of medicine for one month. Upon receipt, the medicine will be inventoried and discrepancies reported to parents. Only prescription medication needed for the student to remain in school will be administered. No vitamins, health food, or herbal preparations will be given by the school nurse.

Medication with limited duration will be administered for the time prescribed on the label, and any left over medicine not picked up by the parent will be destroyed after two weeks.

PHYSICAL EDUCATION RESTRICTION CARDS signed by a medical doctor are required of students who cannot participate in P.E. for medical reasons. Cards are available from the nurse or school administration.

Programs, Clubs and Organizations

Cullen Middle School has numerous clubs and organizations, which are designed to help students, get actively involved in their school. Staff members sponsor these extracurricular activities and provide awards and appropriate recognition for participation. Join one or more of these clubs and make your middle school days more memorable.

Listed are some clubs and organizations at our campus you may want to join:

- National Junior Honor Society
- Student Council
- Peer Mediation
- Algebra Club
- After School Tutorials
- Saturday School
- F.U.U.S.A.
- Beta Club
- Drama Club
- Spirit Cheer/Dance Team
- Academic Teams

UIL Sports and Activities

Only 7th and 8th grade students are eligible for University Interscholastic League (U.I.L.) sports on campus. Participation in any U.I.L. activity requires a passing grade of 70 or higher in all subjects. Listed are the U.I.L sports and activities on our campus:

1. Girls' Volleyball
2. Football
3. Girls and Boys' Basketball
4. Cross Country Track
5. Girls and Boys' Track and Field
6. Intramural Softball'
7. Boys' Soccer
8. Cheerleading and Dance Teams
9. Marching Band

Student clubs and performing groups such as the band, choir, and athletic teams may establish rules of conduct and consequences for misbehavior that are stricter than those of students in general. If a violation occurs, the consequences specified by the school (Student Code of Conduct) shall apply in addition to any consequences specified by the organizational leadership. All rules and guidelines for clubs must be submitted and approved by the principal. Either the club sponsors(s) or the coach must supervise all activities from preparation to parent pickup upon completion of the activity. HAZING/CORPORAL PUNISHMENT IS PROHIBITED.

Grading and Grading Rubric

The grading system for Houston Independent School District is as follows:

A	90 -100	D	74-70
B	80-89	F	70-Below
C	75-79		

Each teacher is required to follow the Cullen Middle School rubric that was developed by the school teaching staff and administration. All grades are calculated using the following rubric:

Homework	10%	Class work/Lab	35%
Test	20%	Projects	15%
Quizzes	10%	Class Participation	10%

Parents will be able to check student progress using the Grade Speed system implemented by H.I.S.D. Progress Reports and/or Report Cards will be sent home to parents every three weeks. If students do not return the reports signed by a parent, then teachers may contact the parent as a follow-up.

Parents are encouraged to make contact with teachers at least once within a six week period to check their child's progress, review upcoming lessons, and to provide teachers with support.

Cullen Middle School

2010-2011 BELL SCHEDULE

Students: 7:50 - 3:00 P.M. Monday - Friday

Monday-Friday Bell Schedule A or B Day

First Bell for students	7:50
1 st Period	8:20 - 9:50
2 nd Period	9:55 - 11:25
3 rd Period	11:30 - 1:20
<u>LUNCH SCHEDULE</u>	
A Lunch	11:45 - 12:15
B Lunch	12:20 - 12:50
C Lunch	12:55 - 1:25
4 th Period	1:25 - 2:55
Dismissal	2:55 - 3:00

2011-2012 Cullen Middle School Dress Code Policy

Cullen Middle School's dress code was established to teach grooming and hygiene, instill discipline and modesty, prevent disruption, avoid safety hazards, and provide a successful learning environment. Appropriate dress and grooming standards promote responsibility and self-esteem, fostering a sense of community for students in their present and future interactions.

The provisions for the dress and grooming code shall be enforced equally for all students. If a student is not in compliance with the standardized dress code, he or she will be asked to make appropriate corrections. Repeated offenses will result in disciplinary action as stated in the Students Code of Conduct.

The administration is the final arbitrator on what detracts from the educational process. Students are required to be in compliance with the standardized dress code on the first day of school. New students to Cullen must be in compliance within 1 week after his/her enrollment.

The Standard of Dress will be as follows:

- ❖ Students should come to school bathed and free of body odor;
- ❖ Clothing should be washed and cleaned; and
- ❖ Hair should be neat and clean;
- ❖ Appropriate undergarments should be worn and not visible.

Hair

- ❖ Hair should be of a natural color. Colors should not be extreme (No pink, orange, green, blue, etc.)
- ❖ Extreme hair styles such as carvings, Mohawks, spikes, etc. will not be allowed.
- ❖ Boys may wear their hair not to exceed a length touching the top of the shoulders.
- ❖ Mustaches, beards, or goatees will not be allowed.
- ❖ Sideburns will not exceed past the bottom of the earlobe.
- ❖ Metal rakes and combs, rat-tailed combs and rollers are not permitted.
- ❖ Personal grooming is restricted in the classrooms and reserved for the restrooms.

Accessories

- ❖ Boys will not be permitted to wear earrings on campus or to school sponsored functions. Earrings may NOT be covered.
- ❖ Girls may wear a maximum of two earrings in each earlobe. Earrings should not exceed the size of a quarter. Extreme colored jewelry is NOT permitted.
- ❖ Body piercing jewelry and/or accessories will NOT be allowed. (No nose, tongue, facial rings, etc.)
- ❖ Heavy chains or accessories with spikes or studs will not be allowed. (No dog collars or wallet chains)
- ❖ Any accessory that may cause injury will be prohibited.
- ❖ Any jewelry that distracts from the educational process is NOT allowed, as determined by the principal. This includes anything depicting gang affiliation, cults, death, suicide, violence, vulgar language, drugs, sex, race, gender, obscenities, tobacco, or alcohol. (Rosaries may not be worn.)

Make-Up

- ❖ Extreme make-up will not be allowed (Such as black lipstick, black eye shadow, black nail polish, etc.)
- ❖ Boys may not wear make-up or fingernail polish.
- ❖ Tattoos are not allowed.
- ❖ Any make-up that is disruptive to the educational process will not be allowed, as determined by the principal.

Head Wear

- ❖ Caps, hats and jacket hoods may not be worn inside any school building.
- ❖ Bandanas, sweat bands, head scarves, wrap caps, hair nets and/or do-rags will not be allowed.
- ❖ Sunglasses or sunshades are not to be worn in the building.

Shirts

Each grade level at Cullen Middle School will have a designated uniform shirt color. All uniform shirts must have the official Cullen Middle School emblem and be purchased from the school.

- ❖ All 6th grade students will wear a white uniform shirt with the school emblem in maroon.
- ❖ All 7th grade students will wear a grey uniform shirt with the school emblem in maroon.
- ❖ All 8th grade students will wear a maroon uniform shirt with the school emblem in white.
- ❖ Shirttails must be tucked into the pants of all male students.
- ❖ 2011-2012 approved grade level school spirit shirts will be sold at the school and may also be worn with administrative approval on designated days.

Undergarments

- ❖ Boys will wear only maroon, grey or white undershirts.
- ❖ Female undergarments or undershirts may NOT be visible at any time.
- ❖ Appropriately fitting undergarments should be worn at all times.

Shoes

- ❖ Students must wear shoes to school.
- ❖ Shoes should be comfortable for walking or general exercise.
- ❖ All shoes must completely cover the feet.
- ❖ NO house shoes, flip flops, backless shoes, shoes with wheels, shoes with heels higher than 1 inch, or sandals of any kind are permitted.
- ❖ Boots are allowed on cold days but students may not tuck uniform pants into the boots. Pants must remain on the outside of the boots.
- ❖ No extreme colored shoes are permitted. (No blue, red, green, yellow, orange, plaid, neon colors of any kind, etc.)
- ❖ Neutral colored shoes are acceptable. (White, black, brown, tan, etc. are acceptable)
- ❖ Medical approval is necessary for special circumstances.

Pants

- ❖ All students must wear Dickie-style solid khaki pants only.
- ❖ Skirts, shorts, Capri pants, tight-fitting pants, leggings, spandex pants and skinny legged pants are NOT allowed.
- ❖ Pants must be fitted and worn at the waist.
- ❖ Oversized, baggy or saggy garments will NOT be permitted.
- ❖ No corduroy or denim style pants are allowed.
- ❖ Pant legs must be long enough to touch the top of the shoes.
- ❖ All pants must be hemmed. Hems may NOT be frayed or cut
- ❖ All male students must wear a brown or black belt.
- ❖ **SPECIAL NOTE:** Female students whose religion prohibits them from wearing pants must wear a khaki uniform skirt everyday. Skirts lengths must be past the knees. (No exceptions). On jean days, these female students may wear jean skirts past the knees in length. (Documentation must be given in writing to the principal.)

Jackets and Sweaters

- ❖ In cold weather, jackets or coats may be worn to school.
- ❖ Sweaters, jackets and sweat shirts may be worn inside the building.
- ❖ Unless school issued, all outerwear should completely unzip or unbutton. Pull over sweater, jackets and sweat shirts are prohibited.
- ❖ Fashion vests and oversized shirts are NOT jackets and are NOT permitted.
- ❖ All sweaters and jackets must be a solid color. No insignias are allowed.

Any attire deemed distracting, lewd, offensive, or otherwise inappropriate by school faculty and administrators will not be allowed. No clothing may be sheer or see through.

DISCIPLINARY CONSEQUENCES:

- ❖ **First Offense:** The student will be sent to the Assistant Principal and will not return to class until a parent or legal guardian brings the proper item(s) for the student. If a parent does not bring the appropriate item(s), the student will spend the remainder of the day in SRC.
- ❖ Any further offenses or violations will result in suspension (in school or off-campus) for defiance of school policies.

DRESS CODE VIOLATION POLICY

The Cullen Faculty and Staff have gathered input from teachers, parents, and other schools. We want our students to exhibit the highest standards of behavior and student dress code.

- Students are required to wear their uniforms.
- Students must wear the Cullen Logo shirt. 6th grade wears white, 7th grade wears gray and 8th grade wears maroon.
- All male students must tuck their shirts neatly into their pants and wear a black or brown belt.

All professional staff has an obligation to actively support enforcement of the uniform policy. This is a team effort, and we must be relentless.

Offense Misconduct

1. Out of uniform -Level I
2. Defiance of School Authority - Level II

Students will be assigned:

1. After School and Saturday Detention
2. SRC and/or out of school Suspension, depending on the number of incidents accumulated.

A parent conference will be required for students who have violated the uniform rule more than 3 times. Teachers will not allow any student to remain in their presence if they are out of uniform. Each morning, teachers will submit a monitoring verification from that all students in their respective 1st period class in uniform. This teacher's certification verifies compliance at 8:25 a.m. Therefore, if a student is out of compliance after they leave 1st period, a deliberate act of willful defiance of school rules occurred.

CELL PHONES AND ELECTRONIC DEVICES

- Electronic devices are not allowed on campus at anytime. Cell phones are permitted outside of the instructional school day. Cell phones must be secured during school hours.
- Students can use the school phones in any office from 3:30 p.m. to 4:00 p.m.
- Students that are here for tutoring or the After School Programs will be permitted to use the main office phones until 5:15 p.m.

VIOLATIONS OF THE ELECTRONIC DEVICES POLICY CARRY THE FOLLOWING PENALTIES:

First Offense-The phone is confiscated and the parent must pay \$15.00 to retrieve it from the office. (Policy found in the H.I.S.D. Code of Student Conduct Handbook).

Second Offense- The phone is confiscated and the parent must pay \$15.00 to retrieve it from the office. The student will be given (2) days in the Student Referral Center for defiance of school rules.

Third Offense- The phone is confiscated and the parent must pay \$15.00 to retrieve it from the office. The student will receive (1) day suspension for defiance of school rules.

Non- Discrimination Policy

It is the policy of the Houston Independent School District and Cullen Middle School not to discriminate on the basis of age, color, handicap or disability, ancestry, national origin, marital status, race, religion, sex, veteran status, or political affiliation in its educational or employment programs and activities.

**Ezekiel W. Cullen Middle School
Family-School Impact**

This compact represents an agreement between Cullen Middle School families, students, and staff to work in partnership to help each student reach his/her potential and be successful. As partners, we agree to do the following:

As a student I will:

- Believe that I can learn and will learn.
- Read for at least 30 minutes, five days a week.
- Come to school on time, ready to learn, and with assignments completed.
- Set aside time every day to complete my homework.
- Know and follow all Cullen Middle School rules and dress code.
- Regularly talk to my parents and my teacher about my progress in school.
- Respect myself, my family, my school, classmates and all adults.
- Check my Student Handbook regularly

Student's Name (Printed)

Student's Signature

**Ezekiel W. Cullen Middle School
Family-School Compact**

As a parent/guardian or family member I will:

- Talk to my child regularly about the value of education.
- Monitor TV viewing and make sure that my child reads every day.
- Make sure that my child attends school every day, on time, and with homework completed.
- Support the school's discipline and dress code policies.
- Monitor my child's progress in school.
- Make every effort to attend school events such as parent-teacher conferences, Open House, and school sponsored activities.
- Insure that my child gets adequate sleep, regular medical attention, and proper nutrition.
- Respect myself, my family, the school, students and staff.
- Check my child's Student Handbook regularly.

Parent/Guardian's Name (Printed)

Parent/Guardian's Signature