

WELCOME STUDENTS!

The J.H. Hull Middle School staff welcomes you as you begin this new school year! We are proud of our school and look forward to working together with students, parents, and staff to continue making our school a productive, supportive and safe place for student learning.

This student planner is intended to help you keep your assignments in order, plan ahead and organize for school success! It also provides a major method of daily communication between school and home regarding student assignments and school activities. These first few pages also provide important information about J. H. Hull Middle School.

At J.H. Hull, we have outlined three behavioral expectations or ways to “Be Hawksome” for our students. Our expectations are to be safe, be respectful and be responsible. When students are observed exhibiting a behavioral expectation, teachers and staff reward them with a Hawksome merits. Students can save up tickets to be redeemed for prizes.

We hope you will become involved, stay organized and have a successful experience here at J.H. Hull!

- J.H. Hull Middle School
Administration and Staff

SCHOOL-WIDE EXPECTATIONS

1. Be Safe
2. Be Respectful
3. Be Responsible

SCHOOL-WIDE POLICIES

Infractions of J.H. Hull’s policies/ expectations will result in consequences, including:

- Warning
- Parent contact
- Campus Beautification
- Snack/ Lunch Detention
- Before/ Afterschool Detention
- Class Suspension
- School Suspension

CELL PHONES

Students may carry a cell phone at school but may not turn it on unless directed by a staff member. Students may turn on their cell phones off campus and after school. Consequences for violating this policy include confiscation of the cell phone, parent notification, after school detention and possible check in of phone in the office daily.

GUM CHEWING

Students are NOT allowed to chew gum while on campus.

TEACHER DETENTION

Teachers will assign detention either during recess, lunch or afterschool. If you cannot attend due to a doctor’s appointment or transportation issues, your parent must contact the teacher directly to reschedule. Teachers may assign detention afterschool for 15 minutes with no parent permission or prior notification.

ADMINISTRATIVE DETENTION

Administrative detention is held for 1 hour. Students will receive a notice on the date/time. All administrative detentions are documented in the student’s profile.

SUGGESTED MATERIALS FOR SUCCESS

All Hull students should have at least one 3-ring notebook with a minimum 2” rings (3” recommended), which must be brought daily to classes. The notebook should have the following recommended supplies:

1. Student Planner
2. Spiral Notebooks
3. Pencil pouch
4. Dividers
5. ALL classroom and homework assignments must be written in Student Planner every day whether completed or not.
6. Lined paper
7. Colored Pens and Pencils
8. Set of multi-colored, fine-tipped felt pens
9. 12” ruler (standard and metric)
10. Calculator (scientific for 7th and 8th grades)
11. ¼” grid graph paper
12. 3-hole punch to fit over notebook rings

DRESS STANDARDS

In cooperation with teachers, students and parents/guardians, the principal or designee shall establish school rules governing student dress and grooming which are consistent with law,

Board policy and administrative regulations. These school dress codes shall be regularly reviewed.

Each school shall allow students to wear sun-protective clothing, including but not limited to hats, for outdoor use during the school day (Education Code 35183.5)

In addition, the following guidelines shall apply to all regular school activities:

1. Shoes must be worn at all times. Students must wear flat, closed shoes. All shoes must be secured at back of the heel. (i.e. no Flip Flop type shoes). No roller shoes.
2. Clothing, jewelry and personal items (backpacks, gym bags, water bottles, etc.) shall be free from writing, pictures or any other insignias which are vulgar, profane or which advocate racial, ethnic, sexual orientation or religious prejudice. No clothing that advertises alcohol, tobacco, drugs, gangs, violence, tagging, and/or graffiti, racial, ethnic or religious prejudice, unlawful acts, weapons or other inappropriate subjects
3. Sunglasses, hats, caps and other head coverings shall not be worn indoors. Only medically/religiously required headgear, approved by the principal, may be worn indoors. Sun-protective clothing must comply with District and school-site dress and grooming standards. Only J.H. Hull or THS hats are allowed.
4. Clothes shall conceal underwear at all times. No sagging pants, see-through or fishnet fabrics, off-the-shoulder tops, low-cut tops, or bare midriffs. No halter tops, strapless, spaghetti-strap, low-cut or tube tops or white ribbed tank tops.
5. Blouse straps must be at least one inch (1") wide. Skirts or shorts should be at least mid-thigh in length.
6. Pants must be worn at hipbones and be of an appropriate size for the student.
7. Swimwear, pajamas, nightgowns, blankets and oversized clothing are not appropriate school wear.
8. Students are expected to wear clothes and accessories that are appropriate and safe for school activities. Chains on wallets, spikes on belts, necklaces, or bracelets, and belts with initialed belt buckles are not allowed at school.

Coaches and teachers may impose more stringent dress requirements to accommodate the special needs of certain sports and/or classes.

No grade of a student participating in a physical education class shall be adversely affected if the student does not wear standardized physical education apparel because of circumstances beyond the student's control (Education Code 49066).

The principal, staff, students and parent/guardians at each school may establish reasonable dress and grooming regulations for times when students are engaged in extracurricular or other special school activities.

GANG-RELATED APPAREL

At individual schools that have a dress code prohibiting gang-related apparel at school or school activities, the principal, staff and parents/guardians participating in the development of the school safety plan shall define "gang-related apparel" and shall limit this definition to apparel that reasonably could be determined to threaten the health and safety of the school environment if it were worn or displayed on a school campus. (Education Code sections 32281, 32282 and 35183)

As used in this section, "gang" is defined as any ongoing organization, association, or group of three or more persons, whether formal or informal, having a common name or common identifying sign or symbol, having as one of its primary activities the commission of criminal acts. (Penal Code section 186.22) Because gang-related symbols are constantly changing, definitions of gang-related apparel shall be reviewed at least once each semester and updated whenever related information is received.

PHYSICAL EDUCATION

State law requires Physical Education for all students. All students are required to dress for P.E. Students must wear regular athletic shoes (cross-trainer or running); shoes must be laced up properly and to the top toe eyelet. Clothes must be safe and appropriate for physical education activities. Students must wear crew neck t-shirts and either athletic shorts or long athletic pants. If not worn to school, students may keep these items in their lockers. Students must provide their own lock. Purchasing J.H. Hull P.E. clothes is optional.

Parents are allowed to excuse students from P.E. up to three days using the P.E. excuse form. Please refer to the hull.tusd.org website under P.E. to print this form. After three days, a doctor's note is required. Please bring this form to the office to get the date stamped. Once stamped, the form will be given to the student to take to P.E.

ATTENDANCE

Every child is required by state law to attend school full-time until age eighteen. Effective July 1, 1998, California school will receive State funding only for students present at school. If you are ill, most assignments can be made up when you return to school. It is the student's responsibility to obtain work missed from the teacher(s) due to an absence. Please try to schedule doctor or dental appointments during non-school hours or attend school for at least part of the day so you are not counted absent for the entire day. If you will be on vacation for 5 or more days, please pick up an "Independent Study Contract" from the Attendance Office to complete class assignments for credit during your absence. This does not apply to absences due to illness.

Schools are required by law to account for student absences for all reasons. After returning to school from any absence, the student must bring a note signed by the parent or guardian stating the exact date and reason for the absence. This should be done before school. The Attendance Office opens at 7:45am. Due to limited telephone facilities and the requirement for this parent-signed note, it is not necessary to phone the school regarding student absences.

TRUANCY

The school will make parent contact in cases of extended student absences of 5 days or more.

The City of Torrance Daytime Loitering Ordinance prohibits students from appearing in public places between the hours of 8:30am – 1:30pm, without an acceptable excuse when they should be in school. They may receive truancy citations from the law enforcement officers. Students violating this Anti-Truancy Ordinance, and in some cases, their parents may be subject to one or more severe penalties:

- Fine of up to \$500
- Court-approved community service
- Court approved parenting classes for parents

TARDY POLICY

Students are expected to arrive on-time to all classes, including first period. Students, teachers and parents share this responsibility.

Students who are tardy to first period class are required to report to the Attendance Office to check in, pick up a Tardy Slip and immediately report to their first period teacher. Tardies, which occur after the first period, are recorded by the appropriate teacher. Those students who are habitually tardy (tardy three or more times) will face consequences including, but not limited to:

- 3 unexcused tardies in one period = possible detention
- 4 unexcused tardies in one period = N on report card
- 5 unexcused tardies in one period = U on report card
- More than 5 tardies= administrative detention

STUDENT IDENTIFICATION CARDS

Each student will be issued an ID Card at no charge. This card should be kept on their person daily and must be shown to school personnel upon request. The ID Card is used to check out school equipment, to participate in certain school activities, redeem their Hawksome merits and for student discounts at local businesses.

BICYCLES, SKATEBOARDS AND SCOOTERS

Students who ride bicycles, skateboards or scooters to school are expected to follow the following rules:

1. Students riding to school are required by law to wear helmets to and from school. Students riding without helmets may have their bike, skateboard or scooter taken to the office until an adult can pick it up or until the student returns with a helmet.
2. Upon entering the campus off 231st St., students must walk their bike, skateboard or scooter directly to the bike rack area located on the east side of the parking lot area.
3. At the end of the day, students are to retrieve their bikes, skateboards or scooters and walk them to the sidewalk.
4. Students may not walk or ride bicycles, skateboard or scooters on any other part of the campus.
5. All bicycles should be licensed by the Torrance Police Department.

HOMEWORK POLICY

The following homework guidelines have been established by our Board of Education:

The recommended time allocation for homework for students in 6-8th grades is: 6-8 hours of homework per week.

Students taking advanced classes for high school credit may be required to spend more time due to the nature of these classes.

Make-up work for students who are absent needs to be taken care of with the appropriate teacher. Generally, students are allowed one day to make up missed work for each day they are absent.

ACADEMIC ELIGIBILITY:

Students are held accountable for their achievement, behavior and effort throughout the year. Their eligibility to participate in quarterly extracurricular activities is dependent on their GPA and citizenship.

Students earning below a 2.0 and/or more than 1 U in citizenship will automatically lose all extracurricular activities for the following quarter such as: the Harvest Festival, Winter Dance, Spring Festival, Spring Dance, End of Year activities, or participation in school organized sports.

Students will be notified on a quarterly basis of their academic standing. The goal, however, is to have as many students earn their privileges to participate in all extracurricular activities. Ineligible students will receive added support from a designated teacher.

Participation in the 8th grade promotion ceremony is a privilege and not a right. Students with records of severe/ repeated behavioral concerns will lose the privilege to participate in the promotion ceremony.

SAFE SCHOOLS: SUSPENSIONS AND EXPULSIONS—“ZERO TOLERANCE”

Schools must be safe for all students if learning is to take place. No person has the right to deprive another of an education and feeling safe from harm. Our school district, from the Board of Education to every employee, is dedicated to this principle.

We enforce a policy of Zero Tolerance, which means that the following violations will result in immediate suspension and expulsion from the Torrance Unified School District:

- Possession of a firearm
- Brandishing a knife
- Sale of controlled substance
- Committing or attempting to commit a sexual assault or battery
- Possession of an explosive.

In addition, the following violations will result in immediate suspension and a determination of further action, which may result in expulsion proceedings:

- Serious physical injury to others
- Assault or battery upon any school employee
- Possession of knives or other dangerous objects
- Harassing, threatening or intimidating a witness
- Possession of a controlled substance
- Robbery or extortion
- Terrorist threats against school officials or school property or both

Any student with information regarding violation of the above may call anonymously 1-800-78-CRIME, visit the school website, or call the Hull hotline.

SCHOOL OFFICE PROCEDURES/ STUDENT SERVICES

School office hours are 7:30am – 4:00pm. The main office provides services to conduct school business, maintain student records, offer emergency assistance and provide information to the community. We also maintain lost and found for small items, answer questions regarding school policies and procedures.

To avoid disruption of the classrooms, your student's instructional time and unnecessary use of the classroom telephone, messages will not be delivered to students; we ask that you refrain from attempting to deliver items and/ or messages to your student during the school day except in emergency situations. Students will not be notified of items dropped off in the front office; however, there is a designated drop off location for items in the front office.

LOST AND FOUND

Lost clothes are kept on campus outside of the office. Small valuables such as wallets, glasses, jewelry, etc. may be claimed from the office.

TELEPHONE/ELECTRONICS

Cell phones must be off during class time. It's best to leave your cell phone in your locker during school hours. Other electronics like PSP, DS games, cameras etc. should not be brought to school. Please refrain from contacting your child during the school day. In case of an emergency, contact the office.

- 1 infraction – item confiscated and returned to student at the end of the school day; incident documented
- 2 infractions – item confiscated, returned to parent, incident documented
- 3 infractions – item confiscated, returned to parent, administrative detention assigned and incident documented.
- 4 infractions – item confiscated and student must check in the phone at the beginning of the school day and pick up after school. Administrative detention and incident documented.

VISITORS ON CAMPUS

Campus visitors may park in the parking lot on 231st or along the street. All persons visiting campus while school is in session must check in with the office. Visitors must sign in and obtain a visitor's badge that they must wear while on campus. School aged persons are not permitted on campus during school hours in they are not enrolled.

STUDENTS LEAVING CAMPUS DURING SCHOOL HOURS

Parents must notify the Attendance Office in writing if their child needs to leave the campus during the school day. The students must bring a written note to the Attendance Office before school begins to obtain an Off Campus pass. Parents will then meet their child in the office where they will sign them out at the front desk. It is against school policy to release any student from campus on the authority of a phone call only. All off campus passes must be returned to the attendance office the day/period the student returns to school.

STUDENT RECORDS

Student records are maintained in the school office and may be reviewed by parents when requested in writing. According to state law, the

school record follows the student from school to school. If any contact information changes, be sure to immediately make those updates in Power School.

HEALTH OFFICE

Any time a student comes to the Health Office, their name, the date and time, and the reason for their visit is always recorded. Only a parent or guardian can bring a prescribed or over-the-counter medication to the Health office to administer to their child directly.

MEDICATIONS/ INHALERS:

Board Policy 462.2 Medication Request states: No medication will be given without written request from parent or guardian and a licensed physician.

If a student requires medication(s) during school hours, regardless of the number of days, the prescribing physician and the parent must fill out our TUSD Medications At School Policy form each new school year. This form must be returned to the Health Office before any medications can be administered at school. All medications must be brought to and kept in the Health Office.

Students wishing to use their inhalers as needed throughout the school day need to complete the Permission to Carry an Inhaler Contract. This contract must be completed by the parent and physician and returned to the health clerk.

If a student who uses an inhaler chooses not to participate with the Permission to Carry an Inhaler Contract, his or her inhaler will be kept in the Health Office and made available at any time the student may need to use their device during the school day.

NON-DISCRIMINATION POLICY

If you have someone in your home or you know if someone, birth to age 21, who may have a physical, mental, emotional or language problem, call the school or the local Southwest Special Education Local Plan Area at (310) 606-0255.

The Torrance Unified School District does not discriminate on the basis of race, color, religion, ancestry, national origin, age, sex, marital status, medical condition or handicap in its educational programs, activities, and employment. All

educational opportunities will be offered without regard to race, color, national origin, sex or handicap. Limited English language skills will not be a barrier to admission and participation in vocational education programs.

The Torrance Unified School District
Affirmative Action Officer, Title IX
Coordinator, Title VI Coordinator and Section
504 Coordinator is:

Dr. Mario Liberati, Senior Director, Human
Resources
Torrance Unified School District
2335 Plaza Del Amo, Torrance, CA 90509
(310) 972-6071

OTHER SCHOOL SERVICES

REPORT CARDS/PROGRESS REPORTS

Report cards are issued at the end of each quarter and carried home by students. The fourth quarter report card is mailed after school is out.

Progress reports are issued midway through each quarter or approximately 4-5 weeks after a new quarter begins. Progress Reports are mailed home if necessary.

Power School: We highly recommend that parents keep track of their child's progress at least weekly via Power School. Power School will give you a general idea of your student's progress. Login information will be distributed at the beginning of the school year. Contact the office if you lose your PIN/Password.

PARENT-TEACHER CONFERENCES

Parents are encouraged to email teachers at any time throughout the school year to discuss their child's progress. Email addresses can be found on the Hull website at hull.tusd.org.

LIBRARY/TEXTBOOKS

Books are available for students and can be checked out from the Hull Library. The function of the Library is to provide library service, a study area, computer laboratory and teacher-directed materials to enhance student learning. The full time resource librarian's services are available to teachers and students.

BOOKS

Students must place a book cover on all books. All books are bar-coded and must be returned at the end of the school year. If you misplace a book, report it to the teacher. You will then be instructed to see the librarian for one book replacement. If the book does not show up at the end of the year, you will have to pay for the lost book. Books cost between \$60 and \$95. Students are responsible for all books issued to them, students will be charged for any textbooks either lost or damaged.

SCHOOL MEALS

The school Cafeteria is open daily for breakfast, snack and lunch. Forms for students qualifying for free or reduced price lunches are available online at www.tusd.org.

Unacceptable behavior in the cafeteria or the outdoor lunch area may result in the loss of privileges of using the facility. The school does not lend money for meals to students.

PARENT-TEACHER-STUDENT ASSOCIATION (PTSA)

PTSA members contribute thousands of hours assisting the school, the students and the school community. PTSA raises thousands of dollars each year in support of student activities and the purchase of equipment and materials for the school.

Parents can support the PTSA by becoming members during the annual membership drive in September. Volunteering makes all these activities work!

SCHOOL SITE COUNCIL

J.H. Hull School Site Council (SSC) is charged with the responsibility of overseeing the Single Plan for Student Achievement, including the budget. Members are made up of teachers, parents, students and one administrator. These are elected positions and members serve for two years. The SSC meets five times annually from 3:15 – 4:15pm. Visitors are welcome!

SCHOOL TO HOME COMMUNICATION

Information about school activities, schedules and events is communicated to parents in a variety of ways:

- Daily communication via your student's own Planner
- Eblasts from Principal

- School Marquee at the front entrance on 231st Street highlights current school events
- Voicemail/e-mail for all classroom teachers and office staff
- School Website: hull.tusd.org
- Power School

STUDENT RECOGNITION PROGRAMS

All Honor Roll students are recognized quarterly via certificate and some type of reward.

Principal's Honor Roll- Students obtaining a minimum 4.0 grade point average based on their achievement grades with all E's & S's in citizenship.

Honor Roll - Students obtaining a minimum 3.5 grade point average based on their achievement grades and all E's & S's in citizenship.

Citizenship Honor Roll - All citizenship grades must be "E's" with the exception of one "S".

Perfect Attendance- No absences and no unexcused tardies to any period all quarter.

Student of the Month - Students are selected by their teachers each month for recognition at our Monthly Assembly. They are selected on the basis of achievement, effort, and/or citizenship in class.