

Kernan Middle School

2271 South Kernan Blvd.

Jacksonville, FL 32246

(904) 220-1350

(904) 220-1355 fax

Website: <http://www.duvalschools.org/kernanm/>



Home of the Ospreys

David L. Gilmore

Principal

School Hours 9:15 a.m. – 4:15 p.m.

Mission Statement:

- Creating A Place Where People Thrive

Kernan's Core Beliefs:

- We believe all students can learn.
- We believe all students must have a rigorous curriculum.
- We believe all students need to be prepared for high school and beyond.
- We are creating a positive and caring environment to enable the success of all learners.
- Within our small learning communities, we are building safe environments and strong relationships.

The planner is a valuable, organizational resource that will help students understand expectations and monitor their own academic success. All students will receive a planner at the beginning of the school year. Students are to have their planners with them at all times. If lost, they are expected to replace them at their own expense. In the first few weeks of school, students will be developing the “planner habit” by learning how to enter assignments and record important information. Students should use their planner to find helpful reference information for their language arts, mathematics, science, and social studies classes. The planner also features topics to help students learn techniques that will be beneficial to them now, as well as in the future: time management, goal setting, study habits, test taking tips, and reading/writing strategies.

The planner also contains the student handbook, which explains school procedures and policies. In addition, the planner is a communication tool for parents and teachers. Planners should be monitored at home on a daily basis as they will be monitored at school. Together, as partners in education, students will be provided with the knowledge, skills, and attitudes necessary to lead productive lives.

This planner belongs to: _____

Homeroom Teacher: _____ **HR #** _____

HOUSE OFFICE

The vision of Kernan is of a safe, civil school that provides for a journey through middle school where the student learns necessary skills for success in high school and beyond. Through organizational structures, operational standards, and research-based initiatives, the faculty and staff provide a middle school experience promoting the success of each individual learner.

Kernan Middle School is designed around the philosophy that each student is known as an individual and valued as part of the school population. It is also our goal to provide every student the opportunity to successfully achieve at the highest standards. To achieve this focus, our school is divided into three small schools-within-a-school. Each school, or House, consists of three academic teams: one sixth grade, one seventh grade, and one eighth grade. Each House is assigned an administrator who functions as the “principal” of the building.

This arrangement provides an opportunity for students to build a relationship with the teachers and the administrator within the building as they develop both academically and socially during their middle school career. Every effort will be made to keep students in the same house for the duration of their middle school career; however, due to changes in student population some students may need to change houses in order to maintain equitable numbers of students in all three houses.

ACADEMICS

The academic success of all students is a critical component of middle school. Success in life begins with academic success at Kernan Middle School. In keeping with this belief, all of our students are enrolled in advanced classes. Student performance is measured by high academic standards defined by the New Standard Performance Standards and the Sunshine State Standards.

Course Requirements

Each subject area addresses the following standards. In addition, specific materials and supplies may be required to be purchased for each course.

Language Arts

Reading Process
Writing Process
Writing Application
Communication
Information and Media Literacy
Literary Analysis

Mathematics

Number and Operation Concepts
Geometry and Measurement Concepts
Function and Algebra Concepts
Statistics and Probability Concepts
Problem Solving and Mathematical Reasoning
Mathematical Skills and Tools
Mathematical Communication
Putting Mathematics to Work



Science

Nature of Science
Earth and Space Science
Physical Science
Life Science

Social Studies

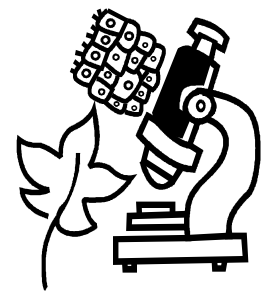
Time, Continuity, and Change
People, Places, and Environment
Government and the Citizen
Production, Distribution, and Consumption

Applied Learning

Problem Solving
Communication Tools and Techniques
Information Tools and Techniques
Learning and Self-management Tools and Techniques
Tools and Techniques for Working with Others

Physical Education

Students are required to change their school clothes for physical education classes. Shorts, t-shirts, and tennis shoes are required. PE uniforms are available for purchase. Students must have a written excuse from a parent/guardian to be excused from class. More than two consecutive excuses will require a doctor’s note to the teacher. Students are also required to rent a locker to store their clothes and valuables in the locker room.

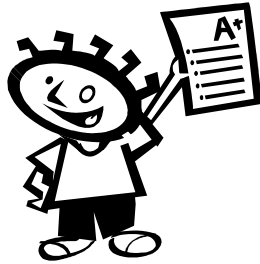


HOUSE OFFICE

PE locker rental is \$3.00. (This is in addition to lock rental for lockers located inside each House.)

Grading Scale

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



Kernan Middle School

Kindness

Mutual Respect

Self-control



Homework

Homework is an essential part of the student's overall educational program. Students will be assigned homework on a regular basis and are expected to complete it. Students are expected to make up any missing assignments due to an absence. Students are expected to record homework assignments in their planners.

Parents may contact the House Office to request assignments in the event of an extended absence. Please allow 24 hours for teachers to prepare assignments. The assignments may be picked up in the House Office.

Textbooks

Students are furnished state adopted textbooks for use during the school year. Textbooks are electronically checked out and monitored during the school year. Students are responsible for any fines relating to damaged and lost textbooks assigned to them. Check or cash will be accepted to pay for lost and damaged textbooks.

Students also have available to them supplemental reading books in the classroom libraries and in classroom collections. Students are responsible for any fines relating to damaged and lost supplemental books used in the classroom libraries or collections.



Promotional Requirements

The promotional requirements for students in grades six, seven, and eight will be based on the following criteria:

- Students must pass Language Arts, Math, Science, and Social Studies with a minimum grade of D.
- Students must maintain a 1.5 GPA
- Students must meet all district and state requirements as indicated in the Pupil Progression Plan.

Safety Nets

Summer School is no longer an option for students not meeting promotional requirements. Students are required to participate in a safety net program during the regular school year if they are not meeting promotional requirements. Students will be recommended for Safety Net programs based upon eligibility and will be informed by the school through a written letter, phone call, and/or planner. Early intervention is necessary for academic success.

Intensive Reading

- Students scoring FCAT SSS Reading Level 1 as well as students determined to be disfluent Level 2 are required to take the Read180 Intensive Reading class. Students will automatically be enrolled in this course.

Team Up

- Team Up is an after school program designed to provide academic assistance including instruction from teachers in the appropriate subject areas and homework support. (This will be provided for 2008/2009 if district funding is available.)

Tutoring

- Students may receive additional academic assistance through individual teachers and/or teams.

Conferences

- Parents may request a parent/teacher conference at any time during the school year by contacting the House Office.

HOUSE OFFICE

Progress Report

Progress Reports are issued during the 5th week of each quarter. Students are required to take the Progress Report home, have it signed by the parent/guardian and return it to school within three days.

Report Cards

Students are issued a Report Card at the end of every nine weeks. The last Report Card is mailed home at the end of the school year.

ATTENDANCE

Absences

Regular attendance in school is essential for a quality education. State law requires children between the ages of 6 and 16 to attend school. The following are acceptable reasons for an absence:

- Personal or family illness
- Death in the immediate family
- Recognized religious holidays
- Inclement weather
- Doctor's appointment
- Court appearances

Any student who is absent must bring a doctor's note or a note from a parent or guardian explaining the reasons for the absence when the student returns to school. This note is to be turned in to the student's first period teacher.

Early Dismissal

Early dismissals are for special circumstances that may occur during school hours such as:

- Court appearance
- Personal emergency or crisis
- Doctor's appointment
- Illness

The parent or guardian must send a note to the House Office during first period. The parent or guardian must sign the student out in the House Office and present photo identification. There is no early dismissal after 3:45 p.m.

Tardy to School

Parents must write a note stating the reason for the student's tardy. Students are to bring the note to the House Office, sign in and receive a pass to class.

Make-Up Work

Students who miss a class for any reason will be given the opportunity to complete the work missed in that class. Students are allowed as many days to make-up missed work, as they were absent. Students are responsible for getting the work from their teachers. All make-up work must be completed and returned to the appropriate teachers for credit.

BEHAVIOR

School-wide Behavioral Management Plan

Kernan's Guidelines for Success: **K**indness, **M**utual Respect, and **S**elf-control

Kernan Middle School utilizes two behavioral management programs: Foundations and CHAMPs. Foundations establishes routines for movement between classes, the cafeteria, and around campus. These established movement patterns are designed to facilitate the timely and safe movement of all students on campus.

CHAMPs provides a positive approach toward classroom management. CHAMPs establishes rituals and routines within the classroom by addressing conversation, help, activity, movement, and participation for activities and transitions. This method enables an atmosphere of safe and civil interactions between teachers and students.

Code of Conduct

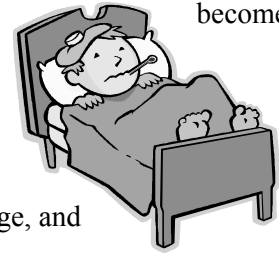
The Duval County School Board has adopted a Secondary Code of Conduct. Each student will sign for and receive a copy of the code and is expected to abide by the rules and regulations outlined. For the safety of the learning community, the Student Code of Conduct will be strictly enforced. Students sent out of class with a referral must report directly to the House Office.

HOUSE OFFICE

HEALTH

Illness at School

Students who become ill during the day may report to the House Office with a planner signed by a teacher. If necessary, the House Office will attempt to contact a parent or guardian by telephone. Parents or guardians must pick up students who are too ill to remain in school after the House Office has contacted them. Clinics are only equipped to provide temporary care and are not able to provide all day care for students who become ill.



Medications

Medication can be administered only if the parent/guardian has completed all necessary forms required and those forms are on file in the House Office. Medication must be in the ORIGINAL container with an affixed label with student's name, name of medication, dosage, and time of administration.

Students are to turn in ALL medications to the House Office immediately upon arrival to school. All medications will be kept in a secured location in the House Office. Staff members can only administer medications prescribed by a physician and/or authorized by a parent/guardian.

POLICIES AND PROCEDURES

Parental Communication

Blue Cards are distributed during the first week of school to obtain pertinent student information such as phone numbers, emergency contacts and address. Parents must return the Blue Card and notify the school when a change in address or phone has occurred.

Dress Code

Students must follow the guidelines set forth by the Secondary Code of Conduct.

Lockers

Students are assigned to a locker at the beginning of the year. At this time, students are required to rent a lock for their assigned locker. The cost to rent a lock is **\$3.00**.



Students are responsible for the condition and contents of the assigned locker. Damage to a locker should be reported to the House Office immediately.

The use of stickers, tape or any adhesive to attach items in your locker is prohibited. Students are encouraged to use magnets to hang items in their lockers. Backpacks are not permitted in the classrooms and must be stored in a locker.

Students are permitted to use their lockers at the appropriate locker time designated for each House. The lockers are the property of the school and are subject to random searches by authorized school personnel, sheriff's department, or canine unit.

Searches

When school administrators have reasonable suspicion to believe that a student is in possession of, or has within easy access, any form of drugs, drug paraphernalia, weapons, fireworks, alcoholic beverages, tobacco products, or any alleged stolen property, a search of the student and his/her locker will be conducted.

A student shall not refuse a search or impede a search of his person, including without limitation, his/her backpack or pocketbook, locker or desk. School Administrators will not have students disrobe for any type of search. All computers and software applications are property of the school and therefore are subject to review and inspection at any time without suspicion or cause.

HOUSE OFFICE

Electronic Devices

Radios, CD and cassette players, electronic games or similar items such as pagers are prohibited. These items will be confiscated and returned to the student and/or parent/guardian at an appropriate time. Cell phones must be turned off during school hours and stored out of sight. No electronic devices are permitted during FCAT testing. Possession of such devices may be cause for invalidation. The school will not be responsible for lost or stolen property.

Selling Items

Selling any items at school whether it is for personal profit or to be donated to a non-profit organization is prohibited.

Valuables

Students are responsible for any personal items brought to school including but not limited to money and jewelry. Items not necessary for educational purposes should be left at home. Students should refrain from leaving money on or in their desks or in their lockers.

Lost and Found

Items found in the building or on the school grounds should be turned in to the House Office. You may reclaim your lost property by identifying it. Books will be returned to the appropriate House Office. Please label in particular coats, book bags, and P.E. clothes. Items found in the locker rooms will be placed in the Coaches' Office.

Visitors

All visitors are required to sign in and out at the House Office. Parents requesting to visit his/her child's classes may arrange this through the House Office at least 24 hours in advance. Parents who wish to visit their student's classrooms for any reason must obtain a visitor's pass prior to entering the hallway.

Volunteers

Parents are invited to volunteer for school activities. A mandatory background check must be completed before volunteering in activities that directly involve students. Volunteers may contact the Main Office for information. It is requested that volunteers sign the handbook in the Main Office.

School Hours

Students should not arrive on campus any earlier than 8:45 a.m., unless they are enrolled in the M.O.R.E. Program, and should leave the campus prior to 4:45 p.m. Students that arrive earlier and remain later than these times are not supervised by adults on campus and may result in unsafe and harmful circumstances.

Disaster Drills

Fire drills will be conducted once a month. Students will exit the building in a single file line. All students will move in an orderly and silent manner to a designated evacuation location where the teacher will take attendance. All absences are reported to the House Administrator.

Tornado / Severe Weather Drills will be conducted once a year. Students may be required to evacuate or relocate according to specific teacher instructions. Students are expected to immediately comply with the teacher's directions.

SUPPORT SERVICES

Outside the House, students may have access to support services including Guidance, Elective Courses, Media Center, School Resource Officer, Cafeteria, and Bus Transportation. These support services provide the remaining components for a complete educational experience.

GUIDANCE

Counselors

Guidance counselors are available to assist students with academic, career, and personal/social development. Students may consult with a counselor by making an appointment in their House Office.

Address Change

It is essential that the school maintain accurate address and phone records. Parents should notify the Main Office as well as the House Office immediately if a change of address occurs.



Withdrawals

A student who is withdrawing from school must notify the Records office and the House Office as soon as possible. A parent signature is required on the withdrawal form. All debts and fines must be cleared before transcripts will be forwarded to the new school.

CAFETERIA

Food Service and Lunch Application

Students may participate in breakfast and lunch programs. During the opening of school, students receive an application for free and reduced meals. These forms are to be filled out completely by the parent/guardian and returned to the homeroom teacher.

Student ID Card

All students will receive an ID card to be scanned when purchasing meals.

Prices

Breakfast

Paid: \$.75

Reduced: \$.30

Lunch

Paid: \$1.45

Reduced: \$.40



Behavior

Courteous and appropriate behavior is expected at all times. It is expected that all students follow the following cafeteria guidelines:

- Students are expected to conduct themselves properly in the lunch lines.
- Students are permitted to go through the lunch lines one time only.
- Students are not permitted to go through the cafeteria line with book bags.
- Students are expected to remain seated in their assigned area until dismissed by a faculty member.
- Students are expected to throw away their trash and clean up any spills.
- Students may not take any food or drinks out of the cafeteria.

PARENT INVOLVEMENT

Parents are encouraged to join the Parent, Teacher, Student Association (PTSA) and the School Advisory Council (SAC). Information regarding these meetings is distributed periodically throughout the school year.

MEDIA CENTER

Services and Circulation

Students have the privilege of checking out books and materials from the Media Center. Students also have the responsibility of returning all media material on time. Students may not check out a book for another student. Students may obtain a Media Center Pass from their teacher to visit the media center during the day.

Fines and Fees

Students must pay for the replacement of lost or damaged books. Students cannot check out books until appropriate fines are paid in full.

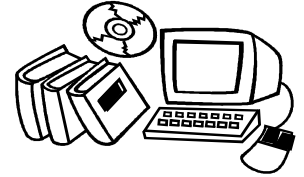
SUPPORT SERVICES

Computers

Computer use is encouraged and made available to students for educational purposes. The school retains the ownership of all hardware and software. The school reserves the right to inspect, copy, and/or delete all files and records created or stored on school-owned computers.

Students must observe the following guidelines when using the computers:

- School computers are restricted to school-related assignments. Personal files may not be stored.
- Network password security is the responsibility of the students.
- Students shall not copy, damage, or alter any hardware or software.
- Students shall not use or alter another person's password, files, or directories.
- All non-school software and diskettes must be checked for viruses and approved for use by a network administrator before being used on any computer and are subject to inspection and approval by school personnel at any time.
- Use of all telecommunications is restricted to school-related projects and must be supervised by the teacher or network administrator. Internet users must complete an Internet Use Consent Form, which must be approved before using the Internet.
- Students shall not establish or attempt to establish computer contact into school district restricted computer nets or any other unauthorized databases.



SAFETY

Arriving on Campus

Before school care is offered to students who arrive upon campus prior to 8:45 a.m. The cost for before school care is **\$140.00** per nine weeks with payment due at the beginning of the month. The program is from 7:30 a.m. – 9:00 a.m. each school day. Enrollment and payment is made available through the Main Office.

Car Rider Pick Up

Parents picking up their students are to line up in one lane of traffic. It is unsafe for children to cross a lane of traffic to get in a car. Please be courteous and use appropriate protocol for picking up your children after school.

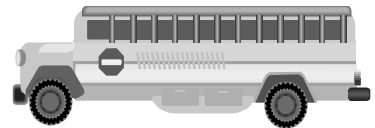
School Resource Officer

The SRO Program is a cooperative effort between the Jacksonville Sheriff's Office and the Duval County School Board to ensure the safety on the school campus through intervention and enforcement.

Bicycles

Students who ride bicycles to school must walk their bicycles on campus. Bicycles should be parked and locked on the bike rack only. State law requires all cyclists under the age of 16 to wear a helmet. Students not complying with these rules will lose their privilege. Skateboards, rollerblades, and scooters are not considered a means of transportation to school and therefore are prohibited on campus.

TRANSPORTATION



Bus Regulations

Students must ride the bus to which they have been assigned and get on and off at their assigned bus stop. Only in the event of an emergency will a student be allowed to ride another bus. In order to get on or off at an unassigned stop, students must bring a signed note by a parent/guardian to the House Office. Drivers will only allow temporary, unassigned students to get on and off at a different stop if approval has been granted by the parent and administrator. The school bus code of conduct is in effect at all times (refer to the Code of Student Conduct). Students are expected to adhere to the bus code of conduct for the safety of every student.

Field Trips

Students may have the opportunity to participate in various field trips. Parental written consent for participation is required. The Code of Student Conduct governs student behavior on all field trips. Students who are suspended are not permitted to attend field trips, attend dances or attend any other school sponsored activity.