

Parents Association

The Parents Association of the Mott Hall School is an active and vibrant organization. All parents are welcomed and invited to participate. The general Parents Association meetings are held monthly at the school, on the 3rd Wednesday of the month at 6:00 PM and Spanish translation is provided. These meetings provide valuable information about the happenings in the school as well as a forum for parents to exchange and express ideas in support of the school.

The Mott Hall Parents Association is a community which is dedicated to the development of a school connection. It has a common sense of purpose encompassing a climate of communication. We celebrate our diversity and multicultural differences.

The Parent Coordinator, Evelyn Camacho-Moran, is always available to assist as liaison among the parents and the administration, teachers, and school staff. She will facilitate in the upcoming months a series of workshops for parental enrichment of skills in the academics, as well as to increase parental involvement and communication.

The Parents Association Executive Board of The Mott Hall School 2006-2007

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The Mott Hall Parent Coordinator

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2006 – 2007 School Year Calendar

2006

September 5	Tuesday	First day of School
October 2	Monday	Yom Kippur
October 9	Monday	Columbus Day Observed
November 7	Tuesday	Election Day
November 23- November 24	Thursday Friday	Thanksgiving Recess
December 25 January 1	Monday Monday	Winter Recess

2007

January 2	Tuesday	School Resumes
January 15	Monday	Dr. Martin Luther King, Jr. Day
February 19 February 23	Monday Friday	Midwinter Recess
April 2 April 10	Monday Tuesday	Spring Recess
May 28	Monday	Memorial Day Observed
June 7	Thursday	Chancellor's Conference Day- No School
June 27	Wednesday	Last Day of School

THE MOTT HALL CODE OF CONDUCT

At Mott Hall, we expect our students to make the appropriate choices that will ensure success in all areas. Individuals are responsible for their own success and failure, which is determined by your daily choices. Please observe the following behavior and adhere to the more specific rules in the Student's Behavior Contract given to you at the beginning of each school year.

- Be polite to everyone and observe good manners.
- Be alert and attentive to learning opportunities
- Be prepared for class by bringing all necessary books and materials with you.
- Wear the school uniform proudly.
- Arrive on time and ready to learn.
- Move around the school in an orderly manner and respectful manner.
- Be considerate of the school, its classrooms and the school community by keeping our space clean, organized and quiet.
- Welcome visitors and show them why our school is a special place for learning.
- Be polite and respectful to everyone at all times. Observe good manners.
- Behave in matter that is safe for you and all others around you. Everyone has the right to feel safe in school.
- Be prepared bring pencils, paper and notebook at all times.

Please be aware:

1. The following items are not permitted on school grounds:
 - Walkman, I-pods, MP3's, Digital Camera
 - Illegal Substances
 - Cell phones or Beepers
2. Soda, candy and gums are not allowed outside of the lunchroom.
3. Students are not permitted to leave the building during school hours without being signed out by a parent/guardian or his/her designee.
4. Students are expected to follow the basic rules of behavior, which prohibit all forms of stealing, vandalism, dishonesty, cheating, plagiarism, cursing, littering, graffiti, bullying or destruction of school property on the way to school, while in school and on the way home.

ACADEMIC ACHIEVEMENT

It is a great distinction to be awarded an *Honors* certificate at the Mott Hall School. This award represents more than just scholastic achievement. It also symbolizes a person of character and perseverance. To be an *Honors* student at Mott Hall, a student must demonstrate exemplary academic performance and conduct in ALL subjects.

- **SECOND HONORS** are granted to students who achieve an average of 85 in all major subjects.
- **FIRST HONORS** are granted to students who earn an average of 90 in all major subjects.
- **PRINCIPAL'S HONORS** are granted to the students who achieve an average of 95 or above in all major subjects.

STUDENT APPEARANCE

The Mott Hall School is committed to creating an atmosphere focused on academic achievement and personal development. To this end, the school subscribes to a strict dress code.

At all times clothing must be neat, clean and in good repair. The official Mott Hall School uniform is a light blue blouse/shirt, skirt, khaki pants or skirt, navy vest/blazer, navy tie, and black shoes. Students are expected to dress appropriately for school everyday. Shirt tails must be tucked in and pants worn at the waist.

Students are required to wear the designated gym attire to school on scheduled physical education days. The Mott Hall School gym uniform is a light blue polo shirt, navy blue sweat pants, and sneakers. All shirts must have a collar Polo shirts must fall between wrist and fingertips.

Head coverings of any type (except those dictated by religious observance) may not be worn in school.

Fashion boots that are not designed for inclement weather cannot be worn.

Undershirts or T-shirts must be tucked in and not visible.

No Denim Jackets.

Outerwear (sweater/sweatshirts) must be navy blue if worn during class time.

ATTENDANCE AND PUNCTUALITY

Attendance and punctuality are essential to students' success at Mott Hall School. Excessive absences can result in a significant decline of student academic achievement.

Parents are required to call the school on the morning of each and every day when they know that their child will be absent. Please call between 7:15A.M. and 8:00A.M., or as soon as possible thereafter. Upon the student's return to school after an absence, students are required to bring a note from the parent/or doctor explaining the absence. The note should be given to the homeroom teacher.

Note: All students are required to arrive at school on time (**no later than 7:45 A.M.**).

LAPTOP RULES, PROCEDURES, AND RESPONSIBILITIES

Technology is an integral component of learning and instruction at Mott Hall. The Mott Hall School is committed to using the laptop as a powerful learning tool to enhance communication, research, analysis, reflection and self-expression. Therefore, the Mott Hall School has adopted a school-wide policy that every student will use laptop technology for learning and study at school and home.

As a Mott Hall student, you are expected to make the care and maintenance of your laptop a priority. The following are a list of guidelines and recommendations for effective laptop use:

- Do not leave laptops in locker
- Always carry your laptop inside of your protected laptop bag using both straps to protect your laptop and your back.
- Never leave your laptop unattended; never take your laptop out in public areas.
- Be aware safety hazards created by power cords that could cause your laptop to fall or someone to trip.
- Keep all food, drink and liquids away from your laptop.
- Do not place any objects on your laptop and never sit on your laptop. Do not overstuff your backpack.
- Charge your battery overnight.
- Bring your laptop with you to school each day, unless you are told otherwise.
- Keep the information on your laptop in an organized manner utilizing folders and proper file naming protocols.
- Protect your work by backing up your information on a regular basis and taking care of your disks.

Mott Hall Student Internet Usage Policy

The Internet is a global information network that will electronically connect you to worldwide resources. During your excursion on the Internet, it is impossible that you may find appropriate materials. Therefore, we ask that students follow the Mott Hall Internet Usage Policy that defines student rules and responsibilities in the use of the Internet.

1. I will not use my laptop or any other school technology for inappropriate or obscene purposes including accessing pornographic sites, or using profanity or any language that may be offensive to other Internet users.
2. I will ask my teacher for permission before I give out personal information such as my name, address/telephone number, my parents' work address/telephone number or the name and location of my school.
3. I will only send emails that are free of racist, sexist, inflammatory and obscene content. I will refrain from sending political messages and/or commercial advertisements.
4. I will tell my teacher right away if I come across any information that I racist, sexist, inflammatory or anything else that makes me uncomfortable and remove myself from these websites.
5. I will only create websites that are free of racists, sexist, and inflammatory content.
6. I agree that I am responsible for all links, graphics, videos and text on my websites. I will not present links, resources or services that encourage violence or inappropriate behavior.
7. I will not host public forums where explicit or inflammatory content will be posted or exchanged.
8. I will always check first with my teacher/or parents before sending electronic media such as pictures, sounds, movies, PDF or word processing documents over the Internet.
9. I will agree not to violate copyright or license agreements. I will always seek permission to use others' intellectual material.
10. I will not play videogames or use personal websites during school hours.

Code of Ethics for Home Internet Use

At home internet use has become somewhat of a problem at school. Email gossip and defamation has a major impact on student behavior in school. Emails, once written are public information and pose written proof in a court of law.

Parents should be aware of safety risks of personal web pages and monitor their child. We suggest that computers be kept in family spaces and not be used in bedrooms. Be aware of suggestive screen names that might attract the wrong attention

- Students cannot post derogatory statements about teachers and students in personal emails.
- No student shall post pictures of another student or themselves with out parental consent.
- Every students and parent has a moral responsibility to report threatening or dangerous internet activity to Law Enforcement.
- Most personal webpage internet sites require that you be 14 years old and have parental consent to subscribe.
- Student should adhere at all times to a Mott Hall moral standard.

THE MOTT HALL SCHOOL STUDENT/PARENT CONTRACT

We know that students learn best at Mott Hall when everyone works together to encourage learning. The role of a parent is integral to a child's school life and education. The guardian's support and encouragement will help every child achieve success at Mott Hall.

This agreement is a promise to work together as a team to help _____ achieve success in school

As a STUDENT, I pledge to:

- Work as hard as I can on my school assignments and share with my parents what I am learning in school
- Follow the Mott Hall Code of Ethics, Code of Conduct and all other school policies
- Come to school each day on-time and ready to learn with all necessary materials
- Work collaboratively with my peers
- Limit my TV watching, Internet surfing, and electronic game playing
- Make time for all homework assignments
- Read for at least 45 minutes every night.

As a PARENT, I pledge to:

- See that my child comes to school every day on time, dressed in uniform and prepared for the day's work
- Encourage good study habits, enforce quiet study time at home, and provide access to additional resources when feasible
- Talk with my child every day about his or her school activities and communicate regularly with my child's teacher(s)
- Reinforce the elements of the Code of Ethics, Code of Conduct and all other school policies
- Follow through on all items that pertain to the well-being of my child
- Be aware of my child's progress in school by attending school events, reviewing schoolwork, regularly visiting the school's Web site and teacher/class Web pages and responding to all letters, messages and telephone calls from the school
- Volunteer my knowledge and expertise to enhance my child's school experience
- Encourage good reading habits by reading to or with my child and by reading myself
- Encourage technology skills development by using technology myself, and by helping my child use technology to complete homework tasks
- Monitor my child's use of technology and set ground rules for internet safety.

I further understand that admission to the Mott Hall School does not guarantee continued placement the following year, but is contingent upon maintenance of satisfactory academic achievement and behavior.

Student Signature _____ Parent Signature _____