

PULASKI HEIGHTS MIDDLE SCHOOL



PARENT HANDBOOK 2017-2018

401 NORTH PINE STREET
LITTLE ROCK, AR 72205

PHONE: 447-3200

FAX: 447-3201

www.myphmspanthers.org

MR. DARRYL POWELL, PRINCIPAL

SHOW YOUR PANTHER PRIDE!

PULASKI HEIGHTS MIDDLE SCHOOL

- COLLECTIVE VALUES & BELIEFS

1. We believe that PHMS should teach every student in every classroom to become responsible, productive, and respectful citizens.
2. We believe that a good school is one that is desirable for all stakeholders, offers a safe, unbiased environment, and creates life-long, independent learners.
3. We believe that a successful student is a confident and self-directed learner who can apply what they have learned as they transition through life.
4. We believe that an effective classroom is one in which all students feel confident and safe to be actively engaged in the learning process.
5. We believe a good school member is one who maintains high expectations, values all students and staff, and demonstrates by example the values and beliefs of the school.
6. We believe an effective school faculty is one that works together cooperatively, maintains consistently high expectations, and openly communicates and builds positive relationships with all stakeholders.
7. We believe that a quality instructional program includes rigor, relevance, and respect for all to build academic, social, and life skills.

- VISION STATEMENT

The PHMS Family is a Community where students are our number one priority.

- MISSION STATEMENT

The PHMS Family is committed to building positive relationships and providing a safe, supportive learning environment where learners will benefit from consistent high standards, engaging instruction, and strong community support as they develop into independent, caring, productive young adults able to successfully face life's challenges.



Bullying of any type has no place in a school setting.

The Little Rock School District will endeavor to maintain a learning and working environment free of bullying.

PHMS ATHLETIC SCHEDULES 2017-18

Football

Date	Opponent	Location
8/29	FH 8 th /Pinnacle 7th	Scott 5:30/6:30
9/5	Mabelvale	Fair 5:30/6:30
9/12	Cloverdale	Quigley 5:30/6:30
9/19	Dunbar	Quigley 5:30/6:30
9/26	Pine Bluff	Pine Bluff 5:30/6:30
10/3	Mann	Quigley 5:30/6:30
10/10	Henderson	Quigley 5:30/6:30
10/17	Playoffs	TBA

Volleyball – all games start at 5:30pm

Date	Opponent	Location
8/28	Forest Heights	Forest Heights
8/30	Mabelvale	Mabelvale
9/6	Cloverdale	PH
9/11	Dunbar	PH
9/13	Pinnacle View	Pinnacle View
9/18	Mann	Mann
9/20	Henderson	PH
9/25	Tournament	TBA
9/27	Tournament	TBA

Basketball – all games start at 5:00pm

Date	Opponent	Location
11/6	Forest Heights	Forest Heights
11/9	Mabelvale	PH
11/13	Cloverdale	PH
11/16	Dunbar	PH
11/27	Pinnacle View	Pinnacle View
11/30	Mann	PH
12/4	Henderson	Henderson
12/7	Forest Heights	PH
12/11	Mabelvale	Mabelvale
12/14	Cloverdale	Cloverdale
1/8	Dunbar	Dunbar
1/11	Pinnacle View	PH
1/22	Mann	Mann
1/25	Henderson	PH
1/27	7 th Grade Tournament	McClellan
1/29	Varsity Tournament	Central
2/3	Varsity Finals	Hall

PULASKI HEIGHTS MIDDLE SCHOOL PTSA

The strength of a school can be measured by the active participation of its parents and community leaders. **Please become a part of your child's educational process.** PTSA meetings are held in the Media Center. (Please check calendar to confirm date and time of meetings). As a Parent Teacher Student Association, the Student Council President represents the students at all PTSA meetings.

JOIN THE PTSA! \$10 FAMILY MEMBERSHIP, \$5 STAFF MEMBERSHIP

How does the PTSA support our school?

- Over \$10,000 spent to purchase new computers for the Media Center
- Over \$6,000 spent on Grants for Greatness (funding requested by teachers)
- Over \$3,500 spent for Staff Appreciation & event hospitality
- Over \$1,000 spent on PHMS Garden Project's first phase
- New tackling dummy purchased for football practices
- Panther Prowl 5K raised funds, awareness & support of PHMS
- Campus Events – Back-to-School Bash, Battle of the Heights, Dances, Art Show, Pantherfest, Flu Clinic, Red Ribbon Week
- Academic Competitions – National History Day, Quiz Bowl, EAST Conference, Math Counts, Science Fair
- Reading incentives and awards for students
- Assistance for students in need
- Main Office volunteers recruited and organized
- Math and literacy tutoring
- Weekly electronic newsletter produced and distributed
- 80+ volunteer hours per student recognized by VIPs

Please contribute to your PHMS PTSA and support the teachers and students that make our school *FABULOUS!!!*

PTSA OFFICERS & COMMITTEES: 2017-18

POSITION	CONTACT	EMAIL	CELL
President	Jennifer Ronnel	jennronnel@gmail.com	501-960-0303
President Elect	Sheila McKinnis	sheila@litzwire.net	501-603-9382
Secretary	Mandy Shoptaw	mandy@mandyshoptaw.com	501-766-1879
Treasurer	Angie Spencer	aspencer@franklinamerican.com	501-960-6087
PTA Council Rep	Gabriel Bond	gabrielbond@att.net	501-554-5272
COMMITTEE	CHAIR	EMAIL	CELL
Arts	Nicole Feuers	Nicole.Feuers@cumulus.com	501-681-7769
Back to School Social	Corie Hollingsworth	corie224@att.net	501-258-0968
Booster (Band)	Celeste Rearden	ybtall@yahoo.com	501-615-8204
Booster (Choir)	Leslie Oden	Leslie.oden@lrds.org	501-447-3203
Booster (Sports)	Shannon Smith	shannonshortsmith@gmail.com	501-258-8579
Bulletin Boards	Mandy Shoptaw	mandy@mandyshoptaw.com	501-766-1879
Campus Improvement	Leslie Oden	leslie.oden@lrds.org	501-447-3203
Corporate Grants	Peggy Brenner	mebrenner@uams.edu	501-231-7626
Constant Contact	Janie Runkle	runkleworld@att.net	501-786-0184
Grants for Greatness	Carol Auger	advtrvl@sbcglobal.net	501-681-0115
Hospitality	Carolyn McCune	wmccune@sbcglobal.net	501-454-4611
Kroger Cards/ Box Tops/Amazon	Megan Eves	megan@tinyville.us	501-554-9103
Membership/Check-in	PTSA Officers	aspencer@franklinamerican.com	501-960-6087
Merchandise	Conley Golden	conley@janetjones.com	501-786-4550
Office Volunteers	Tracie Sugg	tsugg@att.net	501-951-5414
Pantherfest	Karen Ryall	Karenryall3@gmail.com	501-944-2838
Pantherfest	Wendy Glover	Wglover_979@hotmail.com	501-240-8826
Panther Prowl 5K	Stacie Wickliffe	wicklst@yahoo.com	501-247-4996
Panther Prowl 5K	Wendy Wood	paul.wendy.wood@gmail.com	501-454-9465
Partners in Education	Jennifer Gadberry	jengadberry@gmail.com	501-517-5388
Reading Incentives	Beth McAlpine	bethamcalpine@gmail.com	501-658-8778
Reading Incentives	Matty Ross	mom2lots@att.net	501-690-9015
Red Ribbon/Spirit Week	Aimee Olinghouse	aimee.olinghouse@yahoo.com	501-831-3057
Reflections	Martha Richardson	marthajrichardson@me.com	501-765-1652
Social Media	Corie Hollingsworth	corie224@att.net	501-258-0968
Staff Appreciation	Corie Hollingsworth	corie224@att.net	501-258-0968
Staff Appreciation	Beth McAlpine	bethamcalpine@gmail.com	501-658-8778
Student Needs	Tamara Perry	tperrynd@sbcglobal.net	501-413-0304
Student Recruitment	Sarah Cook	slkcook99@sbcglobal.net	501-529-5941
Team Liaison Chair	Sarah Cook	slkcook99@sbcglobal.net	501-529-5941
VIPS			

PHMS 2017-18 CALENDAR HIGHLIGHTS

Full LRSD calendar available online at www.lrds.org

August 14	First Day of School
August 18	Back-to-School Family Dinner/Student Dance – tickets sold
August 23	PTSA General Meeting in the Media Center at Noon
September 4	Labor Day Holiday (schools closed)
September 8-15	Book Fair in Media Center – Parents welcome!
September 14	Open House for current families
September 28	PTSA General Meeting in the Media Center at Noon
October 12	Parent Teacher Conferences – <u>after school</u>
October 13	Parent Teacher Conferences – <u>students out</u>
October 16	Professional Development (students out)
October 23-27	Red Ribbon Week: daily themes; speaker on Friday
October 27	6 th Grade Halloween Dance
November 20-24	Thanksgiving Holiday (school closed)
November 30	PTSA General Meeting in the Media Center – Time TBA
December 4-15	Open Enrollment for 2017-2018
December 18	Winter Vacation begins (school closed)
January 3	First Day of Second Semester for Students
January 15	Martin Luther King Holiday (school closed)
January 25	PTSA Executive Committee Meeting in Media Center- Noon
February 15	Parent Teacher Conferences – <u>after school</u>
February 16	Parent Teacher Conferences – <u>students out</u>
February 22	PTSA General Meeting in Media Center - Time TBA
March 19-23	Spring Break (school closed)
May 17	PTSA General Meeting in Media Center at Noon
May 28	Memorial Day (school closed)
May 29	Last Day for Students unless inclement weather days added

REMINDERS (*continued*)

Agenda Books: Agenda books are required for all students. They serve as an organizational tool for students as well as a hall pass. Check agenda books daily for homework assignments.

Backpack Rule: ONLY mesh or clear backpacks may be used to and from school but must be stored in the student's locker during the school day. If a student violates this policy, the backpack will be confiscated, and the parent will be called to pick it up.

Conferences with Teachers: Send a note with your child to give to the teacher, call the office to leave a message on the teacher's voice mail, or email your teacher. Please give the teacher two school days to respond.

Medication: Parents must complete the necessary forms and give permission for the school nurse to give prescription medication. No student should have possession of prescription or over-the-counter medicine in school buildings.

Messages: Parents must call the school **by 3:00 PM** in order to get a message (including changes to after school plans) to a student by the end of the school day. After 3:00 PM, PHMS cannot guarantee the delivery of your message.

Lunch: The cost for lunch is \$2.85, \$.40 reduced, and \$3.50 for adults. The cost for breakfast is \$1.90, \$.30, and \$2.25 for adults. It can be prepaid by the week or by the month in cafeteria or online via the LRSD website.

Absences: If a student is going to be absent, the Attendance Secretary must be contacted **no later than 10:00 AM** that day at 447-3211.

Before & After School: No students should arrive at PHMS before 8:00 AM. The school building closes at 4:15 PM. There will be **NO** supervision of your child prior to 8:00 AM or after 4:15 PM.

PTSA COMMITTEE DESCRIPTIONS – 2017-18

Arts	Organizes and promotes the Spring Art Show and other competitions
Back to School Social	Organizes dinner for families and dance for students
Booster (Band)	Organizes and manages support for the band
Booster (Choir)	Organizes and manages support for the choir
Booster (Sports)	Organizes and manages support for sports teams, membership drive, concessions, and annual All Sports Banquet
Bulletin Board	Updates boards with PTSA info, student & teacher recognition
Campus Improvement	Plans/implements campus beautification efforts
Check-In	Recruits volunteers and assists Administration with check-in
Constant Contact	Sends PTSA/school updates via email as needed
Corporate Grants	Writes and submits grants to outside organizations on behalf of PHMS and the PTSA
Grants for Greatness	Provides financial support for academics, clubs, band, choir, and sports as requested by PHMS teachers and staff
Hospitality	Arranges for refreshments for school events
Kroger Cards/Box Tops/Amazon	Organizes fundraising around these programs
Merchandise	Order, coordinate sales, and track inventory of PHMS merchandise
Office Volunteers	Organizes and provides volunteers in the school office
Pantherfest	Plans and organizes school-wide carnival to be held in May
Panther Prowl 5K	Plans and organizes a 5K race in the school neighborhood to build community and awareness of PHMS and its impact on the neighborhood
Partners in Education	Collaborates with outside organizations and individuals to help raise funds, recruit tutors, and generate community support for PHMS
PTSA Council	Attends PTA Council meetings and provides the PTSA with updates on important issues

PTSA COMMITTEE DESCRIPTIONS *(continued)*

PTSA Membership	Conducts campaign during Check-in and Open House (September) and prepares membership reports to State and National PTA
Red Ribbon Week	Organizes drug and alcohol awareness program in October
Reflections	Communicates annual competition theme to teachers and submits student work to Arkansas PTA to be judged
Social Media	Updates Facebook and website pages throughout year
Staff Appreciation	Plans staff luncheons and other expressions of appreciation
Student Needs	Works with counselors to help students in need
Student Recruitment	Actively recruits students to our school from the feeder schools, magnet schools and county. Organizes lists of recruits; invites them to events and to Open House
Team Liaisons	Communicate with Team leaders on needs/updates and report to PTSA
ViPS	Tracks & reports volunteer hours; assists in submitting ViPS Awards

REMINDERS

Parking: Emergencies are common and unpredictable. For this reason, LRPD must enforce the no parking policy of the PHMS Fire Zone. Under no circumstances are cars to park in the fire zone even for a limited amount of time. **The School Resource Officer has been directed to issue parking sanctions to all violators of this policy.**

- There are two handicap parking spaces designated.
- Parking is available from 9 AM - 2 PM along the curb in front of school.
- Please do not park in the parking lot off Colonial Court at the rear of the school. This lot is designated for Pulaski Heights Elementary School.

Visitors/Parents: When on campus, please go to the office first and sign the visitor notebook indicating your reason for being on campus. Visits in classrooms must be scheduled in the office and with 24-hour notice.

Tardy Policy: Punctuality to school is vital for students' first period success and school safety. To this end, we encourage students to arrive on time to school each day. However, we do recognize that under certain circumstances students will be tardy to school. *In this event, tardies will be excused for medical reasons or extreme extenuating circumstances.* Parents must physically enter the building to provide this evidence. Under all other circumstances tardies will be unexcused. **If unexcused tardies occur prior to 9 a.m., students will not need to report to the attendance office, rather they should report directly to class.**

Checkout: Instructional time is crucial to student success thus the administration and staff of PHMS strongly discourages students being checked out of school prior to the end of the school day. However, if check outs are necessary, please adhere to the following procedures.

1. Parents must physically enter the building and visit the attendance office to request a check-out.
2. **Adults who check out students must be listed on the student's pupil information form (PIF). This is a state law.**
3. **Proper identification must be displayed to check students out of school.**
4. Individuals under the age of 18 will not be allowed to check students out of school.
5. Students can only be checked out of school **before 3:15 p.m.** Check-outs after this time will not be allowed.

PHMS EXPECTATIONS (*continued*)

Tardy Policy: Punctuality to school is vital for students' first period success and school safety. To this end, we encourage students to arrive on time to school each day. However, we do recognize that under certain circumstances students will be tardy to school. *In this event, tardies will be excused for medical reasons or extreme extenuating circumstances.* Parents must physically enter the building to provide this evidence. Under all other circumstances tardies will be unexcused. **If unexcused tardies occur prior to 9 a.m., students will not need to report to the attendance office; rather they should report directly to class.**

Coming to Class Prepared: Students are expected to report to class on time. Teachers will assign homework on a regular basis. Students are expected to report to class with all materials needed to participate fully in class activities. These materials include complete homework, books, pencils, pens, paper, agenda books, etc. Required supplies will vary by teacher and by subject.

Extra Help Needs: Teachers are available for special help before and after school. The student should make an appointment with a teacher to get extra help whenever he or she cannot master the material during regular class time.

Changing Classes: At every change of class, each student is expected to follow the traffic pattern outlined by the team teachers. Anyone not following the designated traffic pattern will be subject to disciplinary action.

Hall Passes: The agenda book is to be used at all times as a hall pass. The teacher, only on an emergency basis, will allow bathroom visits during class. Students should use the restroom before school, between classes, during the lunch period and after school. The school maintains the LRSD security policy of not allowing students to leave the classroom during the first 15 minutes and final 15 minutes of any class period.

Cafeteria: The duty person in charge will direct students to line up for food service when students are orderly. Students should dispose of trays and trash when finished with lunch. Applications for meal eligibility will be available in the office and with AP Ms. Kemp.

COMMUNICATION

PHMS encourages parent and student participation in our school community's events and opportunities. The principal will send updates via robo calls, email blasts, and Facebook. To stay informed, please sign up for and read the following:

ONLINE GRADE REPORTING

All PHMS teachers are required to provide online grade information via the Home Access Center and the corresponding eSchoolPLUS Family App. PHMS will assign you a username. For questions or problems logging in, contact Terri.phillips@lrsd.org. Ms. Phillips is our online grade reporting system administrator.

PHMS MONTHLY NEWSLETTER

Mr. Powell distributes a monthly electronic newsletter and calendar. Hard copies are available in the Main Office.

PHMS PTSA EMAIL NEWS VIA CONSTANT CONTACT

The PHMS PTSA periodically sends an email update via Constant Contact containing information from the PTSA and PHMS Staff about current events at the school. Sign up for this email in one of the following ways.

- Text PANTHERNEWS to 22828. The system will reply to gather your email address. (Your regular texting rates will apply.)
- Send your email address to pulaskiheightsms.ptsa@gmail.com with a request to be added to the list.

Add the email address, pulaskiheightsms.ptsa@gmail.com, to your address book to help ensure delivery.

PHMS WEBSITE

The school maintains a website, www.myphmspanthers.org, that provides access to the school calendar and other information.

CONFERENCE SCHEDULING

To schedule a conference with your student's team of teachers on an LRSD-designated conference day, please contact the Principal's Secretary, Leslie Oden, at 447-3203 a week prior to the conference days.

ADMINISTRATION

Principal	Darryl Powell	447-3203
Assistant Principals		
	Lanette Kemp	447-3243
	Dr. Sharon Cauley	447-3210
	Sammy Grandy	447-3232
Guidance Counselors		
A-K	Patricia White-Erwin	447-3263
L-Z	Michelle Williams	447-3204
Principal's Secretary	Leslie Oden	447-3203
Attendance Secretary	Tameshia Jones	447-3211
Bookkeeper	Lynda Sherrill	447-3220
Cafeteria Manager	Darcus Johnson	447-3207
Custodians		
	Calvin Smith (Head)	447-3208
	Ricky Jynes	
	Mary Allen	
	Nathan Mitchell	
	Jacques Conway	
Media Specialist	Brittani Brooks	447-3206
Nurse	Yanita Perkins	447-3205
Registrar	Terra Dukes	447-3240
Resource Officer	Erica Patterson	447-3296
Security Officers		
	Candace Payne	447-3200
	New Officer	447-3200
Team Leaders		
6 th Grade	Marcie Heuer	447-3255
7 th Grade	Onisha Chandler	447-3215
8 th Firecrackers	Janet Buford	447-3221
8 th Wings	Rebecca Houston	447-3272
Transportation Coord	Dr. Sharon Cauley	447-3210
Child Nutrition Coord	Lanette Kemp	447-3243
Athletics Coord	Sammy Grandy	447-3281

PHMS EXPECTATIONS (*continued*)

Media Center Morning Access: After Labor Day, students may enter the building through the cafeteria to go to the Media Center between 8:00 and 8:20 AM. The cafeteria supervisor will give out passes to the Media Center. Once in the Media Center, students must stay there until 8:35 AM when it is time to go to their lockers. The PTSA has purchased 12 new computers for use by the students in the Media Center for web-based learning, access to Central Arkansas Library System materials, use of Adobe Suite and Microsoft Works, coding practice, plus taking AR tests.

Medicine: Prescription and over-the-counter medications must be stored with the PHMS Nurse and not with the student or in a locker. The nurse may be contacted by a parent to request administration of Tylenol or Advil and for other assistance as needed.

Dress Code: It is inappropriate to wear anything that detracts from or disrupts the learning environment. Refer to the *LRSD Student Rights and Responsibility Handbook* for details. Inappropriate clothing includes pants that sag or fall below the waistline or any visible underwear. Underwear and sleepwear are not to be worn as outer garments. Shirts or blouses must cover the midriff. Dresses, skirts, and shorts should not be any more than 4 inches above knee (measured from the bend in the back of the knee.) NO leggings are allowed unless the top/tunic/dress/shorts/skirt is NO more than 4 inches above the knee. Clothing must be properly fastened. NO clothing is allowed with negative overtones that appear to be derogatory, discriminatory, profane, suggestive, inflammatory, or that represent drug, alcohol, and other tobacco related items. Clothing and accessories of prohibited organizations or gangs including headwear, hats, hair rollers, bandanas, and headbands are NOT allowed.

Attendance Policy: It is the parent's responsibility to see that students attend school every day. The parent must call the school office on the morning of ANY absence by 10:00 AM; otherwise, the absence will be unexcused. Students who violate the attendance policy will be referred for disciplinary sanctions. Students may request work to be done at home when absent for more than 3 days. It is the responsibility of every student to make up the work missed while absent.

PHMS EXPECTATIONS (*continued*)

Substitute Teachers: Whenever a teacher must be absent from school a substitute is hired to deliver the instruction for the teacher. They are due proper respect. Any student who displays inappropriate behavior while in a classroom with a substitute will receive appropriate action from an administrator.

Building Care: Everyone should take pride in our school building and the school grounds. Do everything that you can do to keep it clean and attractive. Students are expected to be thoughtful citizens by picking up paper and litter from the classroom and hallway floors at the end of each class period. The writing of graffiti on any PHMS item is prohibited. Vandalism is a punishable offense and will be dealt with severely. Parents and students are responsible for damage to school property or materials loaned to students.

School Wide Discipline Policy: In a building the size of PHMS and with the large number of students housed in this school, negative behaviors can create a safety hazard and can be a nuisance. Student horseplay, running in the halls, shoving, pushing, shouting, sliding on banisters, hitting each other (even in play), spitting, throwing objects, throwing trash, practical jokes, and other forms of personal harassment which violate the space of an individual are not appropriate at PHMS. Other behaviors deemed unacceptable are included in the *LRSD Student Rights and Responsibilities Handbook* along with appropriate disciplinary actions. Refer to the handbook for definitions and details. NOTE: BULLYING will NOT BE TOLERATED at PHMS or any other school building in the LRSD! Student Handbook pages 39-40.

School Based Security: There are 2 security guards and 1 police officer at school. They provide full-time supervision and assistance to students, parents, teachers and administrators. *Random scans for weapons and locker searches are performed routinely.*

School Day: School begins at 8:45 AM and ends at 3:45 PM. Students may enter the building at 8:35 AM to go to their lockers. Teachers establish their lessons first, and this beginning instruction may be lost when a student is tardy. For the safety of our students, no student should arrive before 8:00 am, nor remain after the staff leaves at 4:15 pm, unless involved in a supervised after school activity. Students must be picked up within 15 minutes of the completion of a school activity, or they will be ineligible to participate or attend future activities.

SUPPORT SERVICES

Parent Involvement Coord	Carey Sellers	447-3313
Gifted/Talented	Lisa Lewis	447-3246
Math Facilitator	Terese Oliver	447-3223
Literacy Facilitator	Joy Thompson	447-3293
Occupational Therapist	Sherry Nehus	447-3200
Paraprofessional	Lari Maxwell	447-3274
Paraprofessional	Deloris Matthews	447-3200
Paraprofessional	Carolyn Nolly	447-3200
Speech	Carol Fleming	447-3230
Suspension (in-school)	Marlo Jackson	447-3280

FACULTY

LAST NAME	FIRST NAME	GRADE & SUBJECT	EMAIL	PHONE
Walker	Sheila	6 th English/ 7 th & 8 th English Enrichment	Sheila.Walker@lrsd.org	447-3266
Steward	Eric	6 th English/ 6 th GT English	Eric.Steward@lrsd.org	447-3244
Adams	Darrell	6 th & 7 th Science	Darrell.Adams@lrsd.org	447-3242
Pritz	Colleen	6 th Math Enrichment	Colleen.Pritz@lrsd.org	447-3258
Turner	Alvin	6 th Math	Alvin.Turner@lrsd.org	447-3295
Heuer	Marcie	6 th Science	Anna.Heuer@lrsd.org	447-3255
Mosby	Angela	Keyboarding	Angela.Mosby@lrsd.org	447-3310
Tyler	Heather	6 th Social Studies	Heather.Tyler@lrsd.org	447-3265
Fleming	Deokie	7 th English/ 7 th GT English	Deokie.Fleming@lrsd.org	447-3227
Sellers	Carey	7 th English/ 7 th GT English	Carey.Sellers@lrsd.org	447-3313
Anderson	Cliff	7 th Math/ 7 th GT Math	Cliff.Anderson@lrsd.org	447-3218
Young	Eva	7 th Math	Eva.Young@lrsd.org	447-3291
Giggleman	Kristen	8 th Science	Kristen.Giggleman@lrsd.org	447-3260
Chandler	Onisha	7 th Science	Onisha.Chandler@lrsd.org	447-3215
Coffman	Christina	7 th Social Studies	Christina.Coffman@lrsd.org	447-3278
Hogg	Jacquie	6 th & 7 th Social Studies	Jacqueline.Hogg@lrsd.org	447-3235
England	Patricia	8 th English/ 8 th GT English	Patricia.England@lrsd.org	447-3225
Munson	Beth	8 th English	Beth.Munson@lrsd.org	447-3253
Dallimore	Sharon	8 th Math/ Algebra 1	Sharon.Dallimore@lrsd.org	447-3275
Wolfe	Hollie	8 th Math/ 6 th GT Math	Hollie.Wolfe@lrsd.org	447-3237
Sweat	Jescena	8 th Science	Jescena.Sweat@lrsd.org	447-3262
Phillips	Terri	Planet Earth	Terri.Phillips@lrsd.org	447-3257
Coon	Terena	Spanish	Terena.Coon@lrsd.org	447-3222

PHMS EXPECTATIONS

Code of Conduct: *Good behavior and respect for the feelings of others will ensure the best possible school and learning environment for a successful school year. Every classroom has a posted statement of the general rules of the school. A team of students, staff and parents compiles this Conduct Code for PHMS. Bring signed material from home. Arrive in class on time. Come to class with necessary materials. Use your agenda book appropriately. Use appropriate language. Move through the building in an orderly fashion. Public display of affection is not tolerated. Wear appropriate clothing. Follow school and classroom rules. Settle conflicts appropriately. Respect the school and the property of others. Treat peers and staff with respect. Conduct yourself respectfully in the community.*

Forbidden at PHMS: Articles that interfere in any way with school procedures, disrupt instruction, or become hazards to the safety of others are not allowed. If forbidden items are brought to school, these items will be impounded and returned only to a parent. Do not allow your child to bring to school or have in his / her possession or in his/her locker any of these items:

Weapons	Firecrackers	Knives
Firearms	Explosive devices	Toy water guns
Radios	Electronic devices	Perfume
Cassette/CD players	iPod/MP3 players	Cameras
Glass containers	Nail Polish	Correction fluid
Spraying devices	Balls	Dice
Laser Pointers	Bandanas	Gum
Beepers/Pagers	Spinners	Candy
Yo-Yos	Magic Markers	Playing cards
Other toys		

Cell Phones: Students are allowed to bring a cell phone to school but must turn off and conceal the cell phone prior to the start of the school day and before entering any school building. After the school day has ended, cell phone use is permitted outside of school buildings.

Bus Safety: Students who ride the bus must follow all rules and regulations as outlined in the LRSD Student Rights and Responsibilities Handbook and as established by the bus driver.

concerns and to keep communication open. The principal will investigate the issue and consider all options to determine appropriate action for a satisfactory outcome.

Level Four: Contact the Associate Superintendent for Secondary Education

If the parent still has concerns, you may wish to discuss it further with the Associate Superintendent for Secondary Education, who can provide additional advice and support to seek a positive solution. The Associate Superintendent can be contacted through the Little Rock School District Office at 477-1136.

FACULTY (continued)

LAST NAME	FIRST NAME	GRADE & SUBJECT	EMAIL	PHONE
Buford	Janet	8th Social Studies	Janet.Buford@lrsd.org	447-3221
Houston	Rebecca	8th Social Studies	Rebecca.Houston@lrsd.org	447-3272
Coleman	George	Arkansas History	George.Coleman.Jr@lrsd.org	447-3226
Castillon	Kristen	Art	Kristen.Castillon@lrsd.org	447-3289
Homan	Joe	Art	Joe.Homan@lrsd.org	447-3213
Taverna	Jessica	Art	Jessica.Taverna@lrsd.org	447-3229
Williamson	Michael	Band/Orchestra /Ex Music	Michael.Williamson@lrsd.org	447-3216
Farley	Jessica	Career Development	Jessica.Farley@lrsd.org	447-3250
Stone	Sarah	Choir/Ex Music	Sarah.Stone@lrsd.org	447-3290
Woods	Carmel	Dance	Carmel.Woods@lrsd.org	447-3287
Watts	Jessica	EAST Lab	Jessica.Watts@lrsd.org	447-3264
Wierman	Tanna	College/Career Readiness/Dev.	Tanna.Wierman@lrsd.org	
McFadden	Elizabeth	French	Elizabeth.Mcfadden@lrsd.org	447-3248
Lewis	Lisa	GT Seminar	Lisa.Lewis@lrsd.org	447-3246
Jackson	Marlo	ISSP	Marlo.Jackson@lrsd.org	447-3280
McEwen	Edna	Keyboarding/ Intro to Tech	Edna.McEwen@lrsd.org	447-3240
Davis	Vickie	Coding/ Intro to Technology	Vickie.Davis@lrsd.org	447-3284
Calcagni	Ron	PE	Ron.Calcagni@lrsd.org	447-3219
McGee	Ramona	PE	Ramona.McGee@lrsd.org	447-3267
Turner	Kerric	PE	Kerric.Turner@lrsd.org	447-3224
Hardiman	Tara	SPED	Taraca.Hardiman@lrsd.org	447-3233
Jones	Sharon	SPED	Sharon.Jones@lrsd.org	447-3252
Booker	Adrian	SPED	Adrian.Booker@lrsd.org	447-3200
Schieffler	Judy	SPED	Judy.Schieffler@lrsd.org	447-3271
Virden	Anne	SPED	Anne.Virden@lrsd.org	447-3249

SCHOOL SCHEDULE

First Bell	8:40
Tardy	8:45 (Students are counted tardy at 8:45 a.m.)
1st period	8:45-9:32
2nd period	9:36-10:21
3rd period	10:25-11:10
4th period	11:14-11:59
1st lunch (6th)	11:59-12:29
5th period (7th & 8th)	12:03-12:48
2nd lunch (7th & 8th)	12:48-1:18
5th period (6th)	12:33-1:18
6th period	1:22-2:07
7th period	2:11-2:56
8th period	3:00-3:45

PARENTAL CONCERNS

SCHOOL COMPLAINTS RESOLUTION PROCESS

There may be times when parents find they have concerns with their child's school or education. Pulaski Heights Middle School encourages parents to raise any issues they have so that they can be dealt with promptly and resolved to the satisfaction of all concerned in the most appropriate manner.

Pulaski Heights Middle School has developed the following complaint resolution procedures that provide parents with guidelines to assist them in addressing their concerns. These protocols provide a framework that ensures parent concerns are treated seriously and that all issues raised are addressed promptly and fairly while adhering to high standards of conduct and concern.

GUIDELINES FOR PARENTS

Level One: Contact Teacher/Guidance Counselor

It is important to address an issue or concern quickly; therefore, you should contact the person most directly involved with your child regarding the matter of concern. For example, contact the physical education teacher if the concern is related to physical education; the math teacher if the concern is related to math; the counselor if it is a scheduling issue or a personal issue; etc. Please direct all concerns related to social interactions or overall academic engagement/performance to your child's Guidance Counselor.

Calling the school and leaving a message for the person to return your call is one way to make contact. You can also send a note or email to the appropriate campus personnel requesting a conference with the teacher or counselor. Be sure to state whether you are requesting a personal conference, a phone conference, or perhaps simply a written reply from the person regarding your concern. Please allow two school days for a response.

Level Two: Meet with Your Child's Assistant Principal

If a parent still has concerns after initial contact with the teacher or counselor, make an appointment to speak with your child's assistant principal.

Level Three: Meet with the Principal

If a parent still has concerns after contact with an assistant principal make an appointment to speak with the building principal. If a classroom teacher is to be present, it is more convenient for a meeting to occur during planning or team time. It is the principal's role and obligation to follow up on all parent

PHMS CLUBS & ACADEMIC PROGRAMS *(continued)*

National Junior Honor Society

- Leslie Oden
Leslie.Oden@lrsd.org; 447-3203
- Michelle Williams
Amber.Williams@lrsd.org; 447-3204

Planet Earth

- Terri Phillips
Terri.Phillips@lrsd.org; 447-3257

Quiz Bowl 7th & 8th Grade Team *and* 6th Grade Quiz Bowl Club

- Janet Buford
Janet.Buford@lrsd.org; 447-3221

Student Council

- Hollie Wolfe
Hollie.Wolfe@lrsd.org; 447-3298
- Elections are held in September for officers and representatives.

Yearbook

- Joe Homan, Editor
Joe.Homan@lrsd.org; 447-3213

ATHLETIC PROGRAMS

School Colors: Green & White

Mascot: Panther

All athletic programs, including spirit teams, are for 7th & 8th grade students and usually require competitive tryouts each year to make the team.

Football

- Ron Calcagni, Head Coach
ron.calcagni@lrsd.org; 447-3219

Boys and Girls Basketball

- Kerric Turner, Boys Head Coach
kerric.turner@lrsd.org; 447-3224
- Ramona McGee, Girls Head Coach
ramona.mcgee@lrsd.org; 447-3267

Girls Volleyball

- Ramona McGee, Head Coach
ramona.mcgee@lrsd.org; 447-3267

Boys and Girls Track

- Kerric Turner, Boys Head Coach
kerric.turner@lrsd.org; 447-3224
- Ramona McGee, Girls Coach
ramona.mcgee@lrsd.org; 447-3267

Soccer (PHMS team is co-ed)

- Ron Calcagni, Head Coach
ron.calcagni@lrsd.org; 447-3219

Cheerleading, Drill Team and Pep Club

- Marlo Jackson, Cheer Sponsor
marlo.jackson@lrsd.org; 447-3280
- Vicki Davis, Drill Sponsor
vicki.davis@lrsd.org; 447-3284
- Christina Coffman, Pep Club Sponsor
christina.coffman@lrsd.org; 447-3278

PHMS CLUBS & ACADEMIC PROGRAMS

Clubs meet the third Friday of each month from October to May during the sponsor's prep time. Students may participate in two clubs per year.

Art Club

- Jessica Taverna
Jessica.Taverna@lrsd.org; 447-3229

Band & Orchestra

- Michael Williamson
Michael.Williamson@lrsd.org; 447-3216
- Students rent or purchase instruments. Band 1 is open to 6th, 7th & 8th grade students. Students can advance to Band 2 & 3. PHMS Band performs at school and community events. PHMS Band is not a marching band.

Beta Club

- Rebecca Houston
Rebecca.Houston@lrsd.org; 447-3272

Chess Club

- Cliff Anderson
Cliff.Anderson@lrsd.org; 447-3218

Choir

- Sarah Stone
Sarah.Stone@lrsd.org; 447-3290

Dance

- Carmel Woods
Carmel.Woods@lrsd.org; 447-3287

Destination Imagination

- Lisa Lewis
Lisa.Lewis@lrsd.org; 447-3246

EAST Lab

- Jessica Watts
Jessica.Watts@lrsd.org; 447-3264

PHMS CLUBS & ACADEMIC PROGRAMS (*continued*)

Foreign Language Clubs

- Terena Coon, Spanish
Terena.Coon@lrsd.org; 447-3222
- Elizabeth McFadden, French
Elizabeth.mcfadden@lrsd.org; 447-3248
- Madame McFadden travels to Europe every summer with students and Senora Coon is traveling to Costa Rica over Spring Break with students. Students in the 7th and 8th grade may participate and parents are welcome!

Gentlemen's Club

- Coach Kerric Turner
Kerric.Turner@lrsd.org; 447-3224

History Club

- Janet Buford
Janet.buford@lrsd.org; 447-3221

Ladies' Club

- Sponsor TBA

Math Counts

- Sharon Dallimore
Sharon.Dallimore@lrsd.org; 447-3275

Math Olympiad

- Terese Oliver
Terese.Oliver@lrsd.org; 447-3223

Media Center or Office Monitor

- Library: Brittani Brooks
Brittani.Brooks@lrsd.org; 447-3206
- Office: Leslie Oden
Leslie.Oden@lrsd.org; 447-3203
- Eighth grade students are eligible to apply to work for one period per day as a monitor in the Media Center or main office. Students must have excellent conduct, 2.0 GPA, and parental permission to apply.