



Woodlawn Middle School
14939 Tiger Bend Road
225-751-0436
Baton Rouge, Louisiana 70817
Website ~ www.woodlawnmiddlebr.org

July 1, 2019

Dear Woodlawn Middle Families,

My name is Raquel Metoyer Brown. I am the principal of Woodlawn Middle School. This will be my 14th year at Woodlawn and my 4th year as principal. It is with joy and excitement that I write this letter. I am humbled and honored to have the opportunity to lead a school, with such a rich tradition of excellence, high expectations, and character. I eagerly look forward to partner in education with each family, to ensure every child's success. This will be an amazing school year! Families please know that your questions and concerns are welcome. Should you have any questions or concerns during the upcoming school year, please do not hesitate to ask. Email is the best way to contact staff.

The administrative staff, teachers, and support staff of Woodlawn Middle School are getting ready for our 14th year! As we move forward, we will continue to help our students reach their full potential, both academically and socially. We will continue to work with students in all of the four content areas this year, by continuing our intervention and enrichment homeroom programs. Based on each child's test score they have been placed in either an English language arts, math, science, or social studies homeroom. It is vital that this time is used efficiently and effectively. The homeroom is an academic course in which students receive grades. Students must be on time for school to benefit from the enrichment or intervention. All students are to be in their homeroom class by 7:10 a.m. Students who are car riders are best dropped off by 6:50 a.m. As we increase academic rigor in reading, English, math, science and social studies, it is essential that students come to school ready and prepared to learn. All students will be encouraged to exemplify the core values of respect, responsibility, perseverance, courage, and sacrifice. Resilience is key in all academic success.

Students will continue to use Tier 1 Resources to improve their Tier 1 materials are aligned with the state content standards. Tier 1 materials exemplify high quality. The Tier 1 materials meet all non-negotiable criteria and scored the best possible on all indicators of superior quality. We will continue to use Eureka in math and My Perspectives in English Language Arts. The school wide goal is to continue to help each teacher enhance their teaching strategies and understanding of how students learn, so that each student will reach their learning potential. If we accomplish these goals, we know that we will be able to continue to improve student learning. It is vital that all students have the skills necessary to achieve and excel in high school and beyond. Middle school is an extremely important bridge to high school. As students reach their potential we are very confident that the School Performance Score will also improve as a result. Parents we will need your help. It is of the utmost importance that you ensure that your child comes to school daily, on time, and is prepared with school supplies and text books. It is equally important that you encourage your child to be an integral part of their lessons by participating in class and by helping to ensure your child is completing assignments and home work each and every day! Parents and other care takers need to be involved by helping their child with these requirements, by monitoring their progress through the use of the student planner, checking the student progress center for grades and checking Google Classroom to view teacher assignments. Woodlawn Middle School in partnership with students and parents will reach the school wide goal!

Below is a quick look at some important dates.

July 24 th	6 th Grade Orientation & Parent Orientation 8:00 – 9:30 a.m.
July 25 th	7 th and 8 th Grade Orientation 8:00 – 9:30 a.m.

July 30-31	New Teacher Orientation
August 5 th – 7 th	Employee In-Service, Professional Development for Teachers
August 8 th	First Day of School for Students
August 22 nd	Open House
August 26 th	Grade Level Meetings with students

Expectations for Students

- Students will come to school every day ready to learn.
- Students will be on time for class including Mastery Prep.
- Students will believe in their ability to succeed.
- Students will take ownership of their own learning.
- Students will work to the best of their ability.
- Students will show determination and grit and not give up on themselves.
- Students will live the Five Core Values of Woodlawn Middle School.
-

Our expectations are high for each of our students. There are also high expectations for administrators, teachers, para-professionals and office staff to provide a quality education in all aspects of our students' lives. Children learn by example. We believe that, "Excellence is never an accident!"

Student Academic Goals

- Students will score Mastery or Advanced or meet their Growth to Mastery Target on the LEAP test.
- Students will grow at least one to two reading levels each school year.
- Students will give their best effort at all times and complete assigned tasks on time.

School Academic Goals

- Improve the School Performance Score
- Meet all the requirements of an 'A' school
- Increase the number of students scoring Mastery on the LEAP 2025 test
- Increase the number of students meeting their growth to Mastery target
- Ensure that 80% of the student body maintains a 3.0 or higher grade point average each nine weeks.
- Create and maintain an environment of academic excellence
- Increase the number of students achieving the straight A and A/B honor roll (Those students are invited to the Breakfast of Champions.)
- Reduce the number of students scoring Approaching Basic on the LEAP 2025 test
- Reduce the number of students scoring Unsatisfactory on the LEAP 2025 test
- Increase academic achievement in subgroups especially the ELL subgroup and the students and students with disabilities subgroup.

Student Behavior Goals

- Students will demonstrate respect for people and property.
- Students will treat each other with kindness.
- Students will only touch other people's property with permission.
- Students will make good choices.

School Behavior Goals

- The consistent implementation of the five core values. (Respect, Responsibility, Courage, Sacrifice and Perseverance)
- Increase acts of kindness from student to student, teacher to student and student to teacher
- Reduce the number of suspensions
- Reduce the number of expulsions
- Provide a safe environment that fosters positive character and accountability.
- Follow PBIS with fidelity. (Recognize and reward positive behavior.)

Thank you so much for taking the time to read this letter!

Sincerely,

Raquel Metoyer Brown

Grades do Count



East Baton Rouge Grading Scale		
100-93	A	Outstanding Achievement
92-85	B	Good Achievement
84-75	C	Satisfactory Achievement
74-67	D	Minimum Acceptable Achievements for Passing
66 and below	F	Failing

Attendance Counts!

Students must meet state attendance requirements by attending a minimum of 160 days in order to be promoted to the next grade!

-

2019-2020 School Orientation

Orientation for the 2019-2020 school year will take place as follows; 6th grade July 24th starting at 8:00 a.m., and 7th and 8th grade July 25th starting at 8:00 a.m. Orientation normally can be completed within one to two hours. We will start each orientation in the gym at 8:00 a.m. with an overview of the 2019-2020 school year expectations. (Best Parking is by the gym.)

After the assembly in the gym at 8:00 a.m., parents will get a chance to pay the school fee and purchase additional items such as a spirit shirts, sweat shirts, and PE uniforms. Students will then get a chance to pick up their planner, take their school ID picture, and pick up any additional items.

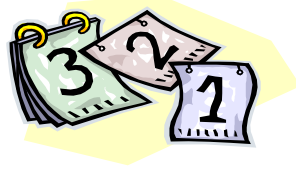
During this time parents and students will also have time to speak to the Gifted Site Coordinator and the Magnet Site Coordinator, join the PTSA and meet many of the teachers and administrators at WMS.

Below is an explanation of the school fee and other additional items you may purchase

Receipt of Purchases

<u>School Fee-\$40.00</u>	P.E. Uniform	Spirit Shirt
Woodlawn Planner	Shirt-\$10.00	SM/MED/LG-\$10.00
Woodlawn ID Badge and Lanyard	Shorts-\$15.00	XL/XXXL-\$12.00
P.E. Locker		
Hall Locker		Sweatshirt-\$15.00

Dates to Remember 2019-2020



July 24	6 th Grade Orientation
July 25	7 th and 8 th Grade Orientation
July 31	New Teacher Orientation
August 1	New Teacher Orientation
August 5-7	Employee In-Service, Professional Development for Teachers
August 8	First Day of School for Students
August 22	Open House
August 26	Grade Level Meetings
August 30	10 Substitute Lessons in Chromebook Due
September 2	Labor Day Holiday
September 6	Back to School Dance
September 16	School Pictures
September 18	Professional Development for Teachers/Early Dismissal
October 10	End of First Nine Weeks
October 11	Parent Teacher Conference
October 14-15	Fall Break
October 21	Spirit Week
October 22	Picture Re-Takes
October 25	Spirit Dance
November 7	Fall Family Night (ELA & Social Studies Night/ Show off Night)
November 25-29	Thanksgiving Holiday
December 13-19	Mid-Term Exams
December 17-19	Early Dismissal 11:30
December 20-January 3	Winter Break
January 6	Employee In-Service, Professional Development for Teachers
January 7	Students Return
January 21	Martin Luther King Day Observed/Student and Staff Holiday
February 1	Winter Dance
February 20	Early Dismissal
February 20	Spring Pictures
February 24-25	Mardi Gras Holiday
March 8	End of the Third Nine Weeks
March 14	Spring Family Night (Science & Math Night)
March 20	Early Dismissal
March 30-May 1	LEAP 2025 Testing
April 10	Good Friday
April 13-17	Spring Break for Students & Teachers
April 20 – May 15	EOC Testing
May 15-21	Final Exams
May 18-21	Early Dismissal 11:30
May 22	Last Day for Teachers

DRESS CODE POLICY

The purpose of the Woodlawn Middle dress code is to ensure a safe and orderly environment that is conducive to learning for all students. Students are to be dressed in a modest and appropriate fashion at school and at all school functions.

At no time will there be writing on school uniforms-pants, sweatshirts, undershirts, uniform shirts, PE uniforms other than identifying the items with the student's name. Students violating this policy will be denied attendance to their classes until proper clothing is brought to the school for them to change. Items that are written on will be confiscated.

1. **Standard uniform khaki** pants, capris or shorts not more than 3” above the knee must be worn. (NO tight fitting/stretch type pants such as jeans, joggers (elastic waist & ankles), biking shorts, sweat pants, wind suits, flair pants, or overalls; no skorts, skirts or jumpers.) **CARGO PANTS, PANTS WITH EXTRA POCKETS, LARGE POCKETS ARE PROHIBITED.** Students are not allowed to tuck pant legs into socks or shoes.

* *Dark to medium khaki only*

2. **A traditional collared navy blue shirt/blouse**, no more than **4 buttons**, with **no visible logo** must be worn. Navy turtlenecks are acceptable in winter.

3. **SOLID white undershirts** with sleeves that should not be longer than sleeves of uniform shirt must be worn. **NO COLORED** undershirts may be worn. Undershirts will have no collar and no color on neck or sleeves.

A P.E. shirt is not an undershirt. All shirts, uniform and undershirts must be neatly tucked in at all times in the front and back. Your regulation uniform belt must be visible at all times.

4. **Woodlawn Middle School’s Official Purple Sweat Shirt or Official Club, Cheer or Athletic Woodlawn Middle School Sweat Shirt** may be worn. The only alternative will be non-hooded **PLAIN navy blue, or white** sweaters, sweatshirts, jackets or parkas with ***no visible logo***, which may be worn inside the building. Sweatshirts **may not** be worn inside out. Thermal shirts **may not** be worn around school as a sweatshirt. Uniform shirt collars **must be worn out** with sweatshirts, sweaters, etc. All other outerwear must be kept in the student’s locker until dismissal.

5. **Plain brown, black, blue, navy blue, white or khaki belts** must be worn. **NO DESIGNS/DECORATIONS, rivets, holes, jewels/stones, or embroidery** is allowed on belts. Belts must be worn on bottoms with belt loops. **Belt buckles are to be no more than 2 inches by 2 inches.** Shirts and blouses must be tucked in.

6. **Woodlawn Middle School ID badge must be visibly worn around the neck at all times with a school-issued lanyard or other school approved lanyard.**

For your safety lanyards may not be worn as chokers.

Chains of any form are not acceptable for securing a student’s ID. If a student’s ID is not visible, the student will receive a dress code violation. *“In my pocket”* will result in a dress code violation. ID’s are not to be altered, on the front or the back, in any way including writing on the ID or placing stickers on the ID. Altered ID’s will result in a dress code violation and **must be** cleaned or replaced at a cost of \$5.00. ID’s must be worn and visible for any student to purchase tickets AND to attend any extra-curricular activities including dances and games.

7. Excessively tight and skin tight apparel such as pants or shirts is prohibited.

8. Excessively loose clothing or clothing allowed to sag below the waist is prohibited. **All wearing apparel must be worn above the crest of the hip bone, at or near the waist. Pants should not have holes or be cut-off with frayed edges. Jackets may not be tied at the waist. The grungy look is UNACCEPTABLE for Woodlawn students.**

9. Approved club uniforms and shirts may be worn on club days.

10. Approved spirit shirts (band, cheerleader, Beta, etc.) and ones issued by a school sponsor may be worn on designated days.

11. Traditional matching **tennis shoes with closed toes and closed backs** that can be secured with matching colored shoe laces that are tied must be worn in all school facilities and on school grounds.

NO: rain or rubber boots, duck boots, slippers, sandals, loafers, high heeled shoes, ballet-type shoes, boat shoes(i.e. Sperry), Tom’s, work boots, hiking boots, cowboy style boots, or calf-high or knee high tennis shoes are allowed.

12. **Only 1 (one) pair of solid black or white matching socks** is acceptable. Socks that come above the calf are unacceptable. Ankle or no show socks may be any color.

13. The bringing or wearing of **ALL & ANY** type of hats/caps/sweater hats/beanies to school, including on school buses, is prohibited, as is any other head covering such as bandannas, hoods, scarves, neck ties, hair picks, hairnets, curlers, visors or sunglasses. **Scarves** *may not be worn as headbands.*

14. Use of hair brushes, combs, lotion, perfume, makeup, etc., is restricted to the PE locker rooms. Remember, these items are to always be in a student's locker.

15. Female students are permitted to wear one (1) pair of **stud** earrings only, and then only in their ear lobe. Gage earrings and Spike backed will not be allowed. Earrings must match and can be no larger than the ear lobe. (There will be no ear apparel for male students including straws, broomsticks and toothpicks). ***Watches are the only acceptable wrist wear for ALL STUDENTS. (Only one watch)*** Necklaces and bracelets of any type made of any type of material are not acceptable.

16. Only moderate sized purses, no larger than 5" X 8" are acceptable in classrooms. Back pack purses and drawstring athletic bags are not allowed in classrooms.

17. Items that can be used as a weapon are prohibited, i.e., wallet chains, chokers, metal belts, metal picks and all rat-tailed combs.

18. Profane/obscene language, mature themes, cults, whether direct or inferred, on t-shirts or other clothing is prohibited at all school functions. Reference to drugs, alcohol or tobacco products on clothing is prohibited.

19. Chewing gum, candy products, sunflower seeds are prohibited on campus.

20. Hair styles should be cut such that students' eyes are clearly visible without request.

21. Male students must be clean shaven at all times. Facial hair is not allowed. ***Shaven eyebrows (in any area on the brow) are not allowed.***

22. The wearing of ornamental non-prescription eyewear is **prohibited**. The wearing of ***fashion***, non-prescription, eyeglasses and contacts is not allowed. Students are not allowed to share prescription glasses or any contact lens.

DRESS CODE VIOLATIONS

Dress code violations will be interpreted as discipline problems and offenders will be subject to disciplinary action. Repeat offenders will be considered to be willfully disobedient. The principal will have the final decision on the interpretation of the dress code.

DRESS CODE VIOLATION DISCIPLINARY PROCEDURES

The following is the disciplinary procedure for students in non-compliance with the dress code policy:

- ♦ **1st – 4th offense:** Warning to student
- ♦ **5th offense:** On-site detention (Clinic, TOR, or RTI)
- ♦ **6th offense:** SPC (Mandatory Parental Conference)

****Dress Code infractions start over after an SPC.***