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South Tampa Academy
@ MONROE Middle Magnet
4716 W. Montgomery Avenue
Tampa, Florida 33616
Phone: (813) 272-3020 Fax: (813) 272-3027
Attendance Line: (813) 272-3020 ext. 1



Dear South Tampa Academy @ Monroe Middle Magnet Families:

Welcome to the 2021-2022 school year at South Tampa Academy @ Monroe Middle Magnet School "Where Leaders Begin Their Journey!" We are excited to start a new year and look forward to each of you being a very important part of our school. **Students return Tuesday, August 10, 2021 with school hours 9:25- 4:20.**

OPEN HOUSE: You and your child are invited to attend our annual **Open House on Thursday, August 5, 2021 from 2:00 – 4:00 p.m.** You will have an opportunity to meet your teachers and visit classrooms. Report to the cafeteria where you will receive your child's schedule and a map. Once you have your child's schedule you may visit the classrooms on your own.

Transportation information can be found at <https://hillsboroughschools.org/monroe> on or around August 2. Find My Bus Stop: **WebQuery** will have up-to-date busing information for the current school year. If eligible for Transportation please update your address at our school ASAP to get your busing information. The bus routes may run late coming and going the first few days of school until runs can be adjusted. Any questions or concerns regarding buses, please contact Transportation. The Transportation Call Center can be reached at 813-982-5500 between the hours of 6:00AM - 6:00PM on Mondays and 6:00AM - 7:00PM Tuesday through Friday. If you have an emergency beyond our scheduled hours of operation you can reach our School Security at 813-623-3996.

Please take time to read through the important information that comes home with your child during the 1st week of school. We will make every effort to keep you informed throughout the year through parent phone calls, text messages, and the school website at <https://hillsboroughschools.org/monroe>. **It is important to make sure that we have current address information and working phone numbers.** Any changes in addresses or phone numbers should be reported to Kharri Posey, ext. 232, Data Processing Clerk.

I cannot stress enough the importance of your child being at school every day. Your child cannot learn if he/she is not in attendance each day. Likewise, we expect our students to behave appropriately at all times. Our staff will not tolerate inappropriate or disruptive behavior. Students will review school and district policies the first week of school. All students have the right to learn and teachers the right to teach every day

If you are interested in serving on the School Advisory Committee or PTSA, please contact the school or Elizabeth.Morgan@hcps.net or PTSA President Monica Pintur at PresMonroeMiddlePTSA@gmail.com . ***We need our parents to serve on SAC and PTSA!***

Please don't hesitate to call me or any member of the Monroe staff if you have any questions or concerns. **In regards to your child's grade or behavior in a particular class, I ask that you contact the teacher first.** As the Principal of South Tampa Academy@ Monroe Middle Magnet School, I am very excited as we begin the upcoming year together. STA@Monroe Middle Magnet School is an excellent school where high expectations are stressed. Our students consistently do well on standardized tests and excel academically. We are hopeful that this year will be your child's best school year ever, for together we can achieve great things!

Sincerely,

Barbara Fillhart

Barbara Fillhart, Principal

Our Mission Statement

South Tampa Academy @ Monroe Middle Magnet, we are preparing students for life.

Our Vision Statement

Our vision is to provide a collaborative culture of diversity and acceptance that inspires inquiry and innovation.

CIVILITY STATEMENT

In order to provide a safe, caring and orderly environment, the School district of Hillsborough County expects Civility from all who engage in school activities. Mutual respect, professionalism and common courtesy are essential qualities that all need to demonstrate in promoting an educational environment free from disruptions, harassment, bullying and aggressive actions.

ADMINISTRATORS AND STUDENT SERVICES

Mrs. Barbara Fillhart, Principal
Mr. Jason Cantrell, Assistant Principal–8th Grade & Schedules
Mr. Michael Oliver, Assistant Principal–6/7th Grade & Buses
Ms. Elizabeth Morgan, IB Coordinator/Community Liaison

Dr. Valene Winters, ESE Specialist
Ms. Carleen Williams, Guidance Counselor
Mr. Charles Jaksec, Social Worker
Mrs. Debra Micciche, Math Coach

ARRIVAL AND DISMISSAL PROCEDURES

School Hours are from 9:25am to 4:20pm. Every Monday is Early Release with a 3:20pm dismissal. **Students are permitted on campus at 9:00 am and should be off campus no later than 4:25pm.. No supervision is provided before and after school.** Student safety is always a priority to the faculty and staff at STA@Monroe Middle Magnet School. Because of our commitment to safety, we ask you to follow our arrival and dismissal procedures. **Car riders must be dropped off and picked up in the car rider line in the front of the school, not along Montgomery Avenue.** Parents are not to drop off students prior to 9:00am a.m. unless in the HOST Program. **6th and 7th grade students enter campus through the cafeteria and 8th grade students enter through the gates and onto the patio every morning.**

Breakfast is served at 9:00am and free to all students. Students are not allowed to roam the campus. Students who ride their bikes are reminded that bikes must be walked once on campus and secured in the bike rack area. Students are expected to leave campus immediately after school unless they are participating in a supervised after school function. Plan ahead for rainy days and make sure your child knows what to do at dismissal if it is raining. In the case of severe weather, students may be held until conditions improve.

AFTER SCHOOL ACTIVITIES:

In an effort to insure that our students are not picked up late and left unsupervised after school sponsored events, we would ask that you make arrangements to be on time to pick up your child. If a student is not picked up on time they will not be allowed to attend any extra-curricular activity held at or in conjunction with our school unless you personally plan to stay with your child for the entire event. If you plan to participate in any of the extramural sports such as soccer, track, basketball, flag football or volleyball, **to be eligible to participate, all of the requirements must be fulfilled prior to the sport starting.** This includes a sports physical, purchasing district insurance and reviewing 3 FHAA safety videos. Parents and students MUST create an account at www.planeths.com and complete all paperwork online.

BULLYING (HCPS Policy 5517.01)

It is the policy of HCPS that all students and school employees have an educational workplace setting that is safe, secure, and free from harassment and bullying of any kind. The district will not tolerate bullying or harassment of any type. Conduct that constitutes bullying or harassment, as defined herein, is prohibited. “Bullying” means systematically and chronically inflicting physical hurt or psychological distress on one or more students or employees. It is defined as any unwanted and repeated written, verbal, physical behavior.

CANVAS

Tip for helping your child at home, at the beginning of each week, take time to go over your child’s grades with them. Grades, assignments and messages from teachers can be found for each class in Canvas. This creates an opportunity to help your child get organized for the week. Don’t have a parent log in for Canvas? Go to <https://sdhc.instructure.com/courses/36524> for detailed instructions on how. Access the complete Canvas Family Guide at <https://bit.ly/canvasfamilyguide>

DRESS AND GROOMING POLICY

The dress and grooming of students shall be that which contributes to the health and safety of the individual, promotes a positive educational environment and good school spirit, and which is non-disruptive of the educational activities and processes of the school.

South Tampa Academy at Monroe Middle Magnet believes that **our uniform policy for 6th & 7th Grade** promotes a positive learning environment and contributes to school pride, spirit and safety. The student uniform shall consist of the following:

Tops: Only solid Red, Burgundy, Black & White collared polo shirts shall be worn. **School spirit wear t-shirts may be worn on Fridays only.** (Wearing an oversized outer garment or long-sleeved shirt over the school uniform is not acceptable unless the garment has the school logo on it)

Bottoms(Shorts/Pants): Only Khaki/Beige, Gray, Navy Blue, and Black pants, shorts, skirts, skorts, capris, and jumpers may be worn.

Hemlines shall be no shorter than fingertip length. **No jeans are allowed on any day.** All “bottoms” must be worn fastened at the waist line, **solid color, and without logos or prints of any kind.** Short skirts, mini-skirts, yoga style stretch pants/leggings, sweat pants or corduroy pants are not acceptable.

Shoes: Closed-toe shoes shall be worn at all times. Skate tennis shoes and bedroom slippers are unacceptable and not allowed.

Uniforms are OPTIONAL for grade 8.

The following rules shall be enforced in Grade 8:

- ❖ Shoes shall be worn. Bedroom slippers and skate tennis shoes are not allowed.
- ❖ Clothing that exposes the entire shoulder may be worn only with a blouse or shirt. Clothing exposing the torso or midriff, either front or sides, shall not be worn. Underwear shall not be visible.
- ❖ Clothing not properly fastened or with tears that are indecent, shall not be worn. Clothing traditionally designed as undergarments shall not be worn as outer garments. All pants and shorts shall be secured at the waist.
- ❖ Boy’s shirts shall have sleeves.
- ❖ Hats, head coverings/hoodies shall not be worn at school. Bandanas shall not be worn in the hair or on the body.
- ❖ Mini skirts, mini dresses, and short shorts are not permitted. Hemlines shall be no shorter than mid-thigh/finger tip length.
- ❖ Garments and/or jewelry which, display or suggest sexual, vulgar, drug, gang, or alcohol related wording/graphics, or which provoke violence or disruption in the school shall not be worn. Wallet chains shall not be worn.
- ❖ No low cut tops. Shirts and blouses are to cover the mid chest area.

A parent will be called to bring a change of clothes or appropriate shirt/shorts will be given to wear if violating dress code.

EMERGENCY CARDS

This important card will be sent home with all students the first day of school. Please carefully check information listed and make sure all information is complete and accurate. The card should be signed and returned the next day to the homeroom teacher by the student. ***It is imperative that you update this information as needed during the school year.*** In case of a medical emergency, it is our only way of getting assistance for your child. If an adult is not listed on the card, he/she may not sign out your child.

HOST PROGRAM (before school care)

Students may sign up for the HOST program if before school care is needed for \$20 per week. There is an annual \$20 registration fee. HOST students may arrive at 7:00am. Contact Sara.Ortiz@hcps.net for more information. Register online at <http://hostportal.sdhc.k12.fl.us>

IB EDUCATION

“The aim of all IB programmes is to develop internationally minded people who, recognizing their common humanity and shared guardianship of the planet, help to create a better more peaceful world. In the Middle Years Programme (MYP), students explore six global contexts: identities & relationships, personal & cultural expression, orientation in space & time, scientific & technical innovation, fairness & development, and globalization & sustainability.” –IBO For more information visit: <https://www.ibo.org/about-the-ib/>

IB LEARNER PROFILE

The following 10 attributes are recognized and valued by IB World Schools. South Tampa Academy fully strives to instill these attributes across our campus and in our classrooms to ensure our students become responsible members of our local, national and global communities.

- | | |
|------------------------|----------------------|
| ➤ <i>Inquirers</i> | ➤ <i>Principled</i> |
| ➤ <i>Knowledgeable</i> | ➤ <i>Caring</i> |
| ➤ <i>Thinkers</i> | ➤ <i>Risk-Takers</i> |
| ➤ <i>Communicators</i> | ➤ <i>Open-Minded</i> |
| ➤ <i>Balanced</i> | ➤ <i>Reflective</i> |

MEDIA RELEASE

We have many opportunities for our students to be interviewed and photographed by newspapers and television as well as videotaped. It is important that parents sign a permission slip allowing your child to participate should this opportunity become available. The permission to be interviewed, photographed and videotaped will be sent home the first week of school. Please sign and return to your child's homeroom teacher ASAP

MEDICATION GUIDELINES

In compliance with Florida State Law, only prescription medication will be administered at school. Over-the-counter or sample medications must be accompanied by written orders from the physician. Whenever possible, medication schedules should be arranged so medication is given at home. If it becomes necessary for your child to take medication at school, please call for further information from our health assistant, in the school clinic, at 272-3020, extension 233.

PHYSICAL EDUCATION

Florida State Law requires physical education for all 6th, 7th, and 8th grade students. An up-to-date statement from a doctor requesting curtailment or elimination of physical education must be on file at the school if your child is to refrain from any or all physical activities. **Sneakers are required, slides/flip flops can not be worn to PE as this is a safety issue.**

PROGRESS REPORTS/CONFERENCE NIGHTS(tentative)

September 14/September 16 February 15/February 17
November 16/November 18 April 19 /April 21

PTSA MEMBERSHIP

The Parent Teacher Student Association is attuned to the changing lifestyles and needs of our families and teachers. The P.T.S.A. is a powerful vehicle through which ideas regarding students are made. Our membership drive will begin during Open House, join by making a \$5.00 donation. <https://monroemiddleptsa.new.memberhub.store/store>

READING IS IMPORTANT

We would ask our parents to support us by encouraging your children to READ daily at home. It is essential that students have age appropriate reading materials with them at school as well as at home. **All students should read every day for at least 30 minutes.** This is part of their homework assignment each day.

REPORT CARDS AVAILABLE ONLINE

October 28, 2021 January 20, 2022 April 7, 2022 June 9, 2022

SAFETY CONCERNS FOR PICKING UP AND DROPPING OFF STUDENTS: To insure the safety of all of our students, the front exit area should be limited to students who walk or ride bicycles. If you transport your child to and from school, **we remind you NOT to use the side faculty parking area.** Parents are to use the circular drive located in the front of the school for picking up their children. **This is the only area for car riders who are transported by private vehicles to be dropped off and picked up.** We also ask parents to be courteous to all by not cutting in line. **Parking on side streets and on the shoulders around the school is prohibited, and a traffic citation can be issued.**

SCHOOL ADVISORY COMMITTEE (SAC)

If you are interested in working on this important committee, please call the school or email Elizabeth.Morgan@hcps.net. We encourage your participation.

SIGN IN/SIGN OUT PROCEDURES

All students who arrive after the 9:25am. tardy bell, must report to the Main Office to sign in. A parent/guardian should accompany the student to excuse the tardy. ALL students who must leave campus during school hours must have parent permission and administrative approval before they will be allowed to sign out. **Picture I.D. is required when a parent or guardian is signing out a student. We will not release students to anyone who has not been designated on the emergency card.** Students will not be called out of class until the parent/guardian is in the office signing him/her out. The student sign out log is located in the Main Office. The last sign out time for students is 3:50(2:50 on Mondays).

STUDENT ABSENCES

In order for a routine absence to be excused, it shall be the responsibility of the student's parent or guardian to explain the absence to the office. An attendance line is provided for this purpose. **Phone 272-3020 and press 1.** Call as early in the morning as possible. A preplanned absence for a personal reason that is acceptable to the Principal shall be considered excused. Permission for such absences must be requested and approved at least three (3) school days prior to the absence. A student who has an excused absence is permitted to make up class work missed provided the student makes arrangements with the teachers within three (3) school days of the student's return to school.

STUDENT HANDBOOKS

All student handbooks are available online at <http://hillsboroughschools.org/>. Policies will be reviewed and explained during the first week of school. Please read the handbook so that you are familiar with school/district policies.

STUDENT NUTRITION SERVICES

Breakfast and lunch are free for ALL students through June 2022.

SUPPLIES

The first day of school students should have a pencil or pen and paper. At Open House and during the first week of school, teachers will inform students about supplies needed for their classes. *see attachment for basic supplies

SCHOOL ACCOUNTABILITY REPORT

Go to our school's website <https://hillsboroughschools.org/monroe> to review a copy of the Annual Financial Report.

SCHOOL HEALTH SERVICES

Florida Law requires the following additional immunizations **for students entering the seventh (7) grade:**

1. **TDAP**
2. **Second measles immunization (preferably MMR)**
3. **Hepatitis B series (three shots given over a 6 month period)**

If your child has NOT started these immunizations, you need to contact your physician or the Hillsborough County Health Department ***The state law provides for the exclusion from school without proper immunization records. Your child will be excluded from school if the records are not complete prior to the first day your child will be attending seventh (7) grade.***

If you have any questions, please call the office of School Health Services, 273-7020.

HILLSBOROUGH COUNTY HEALTH DEPT CLINICS

Main Health Department

1105 E Kennedy Blvd, Tampa 307-8000

Kelton Clinic

4420 Montgomery Ave., Tampa 307-8055

Sulphur Springs Clinic

8605 N. Mitchell Ave., Tampa 307-8054

West Tampa Clinic

2103 N. Rome Ave., Tampa 307-8058

USE OF CELL PHONES

Parents and students are reminded that cell phone use during class is prohibited. Students may use their cell phone three times during the day, before school (prior to 9:25), during lunch, and after school at 4:20 (3:20 on Mondays). All other times the cell phone must be turned off and out of sight. **Taking pictures or videotaping is NOT permitted.** Students who use their cell phones during school hours will have their phones held until communication with a parent has been made. Further consequences will result for repeat offenses



South Tampa Academy
@ Monroe Middle Magnet
4716 W. Montgomery Avenue
Tampa, Florida 33616



Where **LEADERS**
BEGIN
their journey!

CHARGER  **PRIDE**

IB Candidate School

The graphic features a large red background. At the top is a stylized mascot of a knight's helmet with a red plume and a red sword. Below the mascot, the text "Where LEADERS BEGIN their journey!" is written in white, with "LEADERS" and "BEGIN" in large, bold, sans-serif font. At the bottom, the words "CHARGER" and "PRIDE" are written in white, bold, sans-serif font, separated by a smaller version of the school's logo. Below this, the text "IB Candidate School" is written in a smaller, white, sans-serif font.

School Supply List

School Year: 2021-2022

6th Grade

Quantity	Item Description
1	Binder that is at least 1 inch
1	Spiral notebook
5	Folders with pockets
1	Hand held pencil sharpener
Multiple	Pencils and/or pens
Multiple	Loose leaf paper
Multiple	Highlighters
Multiple	White Board Markers

7th Grade

Quantity	Item Description
5	Spiral notebooks
5	Folders with prongs
Multiple	Pencils and/or pens
Multiple	Loose leaf paper
Multiple	Highlighters

8th Grade

Quantity	Item Description
5	Spiral notebooks
5	Folders with 2 pockets
Multiple	Pencils and/or pens
Multiple	Loose leaf paper
Multiple	Highlighters

These are basic supply lists, please be aware that specific teachers may request additional materials for their classes. Thank you!

