

# Mustang Information

Bob Martinez Middle School  
5601 Lutz Lake Fern Road  
Lutz, FL 33558  
[www.martinez.mysdhc.org](http://www.martinez.mysdhc.org)  
[www.sdhc.k12.fl.us](http://www.sdhc.k12.fl.us)

## How To Reach Us :

Main Phone #	558-1190	Fax #	558-1226
School Transportation	631-4052	After Hours Transportation	982-5500
Absentee Line	558-1190 (please follow prompts)		

School Hours:      9:35 a.m. - 3:30 p.m. Monday  
                                 9:35 a.m. - 4:30 p.m. Tuesday thru Friday

## Lunches:

The lunch prices for the 2020/2021 school year for secondary students will be \$2.75 for the full lunch and \$2.00 - \$5.00 for a la carte choices. (Prices subject to change) Weekly menus may be viewed on the school district website [www.sdhc.k12.fl.us](http://www.sdhc.k12.fl.us) link to Student Nutrition. **New free/reduced lunch applications MUST be submitted to RE-Qualify for the 2020/2021 school year.** To complete an application log on to [www.sdhc.k12.fl.us/sns](http://www.sdhc.k12.fl.us/sns). (Only one application per family is required.) Contact the Healthy Meals Express Application Center at 813-840-7066 if you need assistance. ALL students will be offered **free breakfast** in every school regardless of lunch eligibility status.

## Lockers:      No Lockers 20-21 School Year

**Classroom Lockers** - Homeroom teachers will assign a locker to each student during the first couple of weeks of school. The fee of \$5.00 is to be paid to the homeroom teacher. (cost is subject to change)  
**P.E. Lockers** - P.E. teacher will assign lockers during the first couple of weeks of school. The fee of \$5.00 is to be to the P.E. teacher. (Cost is subject to change)

## Dress For Success: School Uniforms:

**TOPS:** Every Monday-Thursday - A collared Martinez logo polo (will be available at Mascot Universe or Land's End) or a collared solid (no logo) polo shirt in grey, black, or teal blue (to be purchased from any store). Students may wear any Martinez Spirit or College shirt every Friday ONLY. **BOTTOMS:** Every Monday-Friday-Khaki(tan) or black colored shorts, pants, capris or skirts all secured at the waist and at least fingertip length. These may be purchased at any store. **Absolutely NO basketball shorts, leggings, jeggings, sweatpants or workout tights.**

## P.E.

- 7<sup>th</sup> & 8<sup>th</sup> graders will not dress out for P.E. for 20-21 school year
- 6<sup>th</sup> graders do not dress out for P.E.

## Online Portal - Canvas:

Canvas is the Gradebook for the Hillsborough County Public Schools (replacing Edsby for 20-21). It is a cloud-based social learning platform that helps teachers communicate with their students and parents. Each student will have a sign-in and parents are encouraged to sign-up for their own account.

## Transportation:

School bus assignments are based upon the student address that the school has on record. In the interest of student safety and accountability, **STUDENTS WILL NOT BE ALLOWED TO RIDE BUSES OTHER THAN THE ONE ASSIGNED TO THEM.**

Bus Stop assignments at: [www.sdhc.k12.fl.us/doc/445/transportation/resources/busroutes](http://www.sdhc.k12.fl.us/doc/445/transportation/resources/busroutes)

Volunteer Online Application - Information will be available soon

### Absences:

To report your child's absence from school, please call the absentee phone line at 813-558-1190; choose option #1 (Before 10:00 a.m.). Please state your child's name, student number and reason for absence.

### Early Student Pick-Up:

Please no sign-outs after 3:00 p.m. on Mondays and 4:00 p.m. on Tuesday - Friday to avoid interference with dismissal procedures. When signing your child out of school, please come to the Main Office with your proper ID card for verification. Only individuals indicated on the emergency card will be allowed to sign out students.

### Cell Phones:

Per District policy, devices can only be used in approved areas and students must comply with the directives of school/district staff regarding when and where electronic devices can be used.

### Student Supply List:

Please go online to our website at [Martinez.mysdhc.org](http://Martinez.mysdhc.org) to look up your grade level supply list.

### Immunization Requirements for 7<sup>th</sup> Grade Entry:

Every child entering 7<sup>th</sup> Grade must have their TDAP immunization before the first day of school. A 680 Florida Shots immunization form must be brought to the school prior to the first day. All students must be current on immunizations to start school the first day.

### H.O.S.T.

Before and After School program that is a supervised, safe, and enriching environment for all students. **Morning Hours-7:30-9:10 for \$20 a week, Afternoon hours will be 3:30-6:00 (Mondays) and 4:30-6:00 (Tuesday -Friday) for \$32 a week.** Please visit our website [Martinez.mysdhc.org/HostProgram](http://Martinez.mysdhc.org/HostProgram) for more information and the application.

### Extramurals Sports Program:

The Middle School Athletic Program consists of boys and girls basketball, volleyball, track, soccer and flag football.

- Academic and behavioral criteria apply for participation
- Completed athletic packet must be submitted via [www.planeths.com](http://www.planeths.com) prior to tryout dates.

## **Martinez Middle School BELL SCHEDULE 2020-2021**

<i>Regular Bell Schedule</i>			<i>Early Release Day</i>	
<b>Pd.</b>	<b>Time</b>	<b>Mins.</b>	<b>Time</b>	<b>Mins</b>
<b>1</b>	9:35 – 10:25	(50)	9:35 – 10:19	(44)
<b>2</b>	10:28 – 11:17	(49)	10:22 – 11:03	(41)
<b>3</b>	11:20 – 12:09 6 <sup>th</sup> Grade Lunch	(49)	11:06– 11:47 6 <sup>th</sup> Grade Lunch	(41)
<b>4</b>	12:12 – 1:01 7 <sup>th</sup> Grade Lunch	(49)	11:50 – 12:31 7 <sup>th</sup> Grade Lunch	(41)
<b>5</b>	1:04 – 1:53 8 <sup>th</sup> Grade Lunch	(49)	12:34 – 1:15 8 <sup>th</sup> Grade Lunch	(41)
<b>6</b>	1:56 – 2:45	(49)	1:18 – 1:59	(41)
<b>7</b>	2:48 – 3:37	(49)	2:02 – 2:43	(41)
<b>8</b>	3:40 – 4:30	(50)	2:46 – 3:30	(44)

**School Board**

Melissa Snively, Chair  
Steve P. Cona III, Vice-Chair  
Lynn L. Gray  
Stacy A. Hahn, Ph.D.  
Karen Perez  
Tamara P. Shamburger  
Cindy Stuart



**Superintendent of Schools**  
Addison Davis

**Principal**  
Toby Johnson

**Assistant Principal**  
MariaT Mendoza

**Assistant Principal**  
Lonnie Choate

**MARTINEZ MIDDLE SCHOOL**

**Student Code of Conduct  
Acknowledgement Form**

I have been notified that I can review the Student Code of Conduct online at:  
***<http://www.sdhc.k12.fl.us/conduct>***

I have received, read, understand and agree to abide by the Student Code of Conduct

Student Name (*Printed*): \_\_\_\_\_

HR Teacher: \_\_\_\_\_

Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_

I/we have read the Student Code of Conduct and discussed it with my student.

Parent/Guardian Name (*Printed*): \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**The Student Code of Conduct has been established to communicate the expectations for student behavior at school or school activities. Failure to return this acknowledgement will not relieve a student or the parent/guardian(s) from the responsibility of abiding by the Code of Conduct.**



## **Parent Letter: Preventing the Spread of Communicable Diseases**

Dear Parents:

We are asking you for your continued cooperation in assisting us to control the spread of communicable diseases. Our goal is to make our school a healthy, safe place for both students and staff. We will call you immediately if your child becomes ill during school hours. You are expected to arrange for your child to be picked up **AS QUICKLY AS POSSIBLE** after receiving our call. Our school clinic is not equipped or staffed to handle ill children for long periods of time.

Please inform us **IMMEDIATELY** if telephone numbers or other information on your child's emergency card changes. The information on this card is vital for the safety and well being of your child.

**WE ASK YOU NOT TO SEND YOUR CHILD TO SCHOOL IF ANY SIGNS/SYMPTOMS LISTED BELOW ARE PRESENT:**

1. Vomiting or diarrhea within past 24 hours
2. Fever within past 24 hours
3. Sore/red throat
4. Persistent coughing or sneezing
5. Red watery eyes
6. Rash
7. Earache, drainage from ear
8. Excessive mucus from nose (runny nose), particularly greenish-yellow mucus

Your child may return to school as soon as **ALL SIGN/SYMPTOM ARE GONE** or when your physician provides a **WRITTEN STATEMENT** indicating your child is ready to return.

If your child has a communicable disease, please call and tell us the nature of the illness and when we can expect his/her return to school.

Thank you for working with us.

Sincerely,

Dear HCPS Families,

As we anxiously await the return to school for our learners who selected brick and mortar, it is important to continue to share critical information with all stakeholders. As you can imagine, there are many questions regarding the return to school for any student or staff member who has tested positive for COVID-19 or who has been in close contact with someone who has tested positive for COVID-19. For your review, please see the charts below that contain relevant details for school-based incidents.

#### Positive COVID-19 Result for Employees or Students

Action	Self-Isolation
Time Duration	10 days
Start of Self-isolation -Symptomatic	Date symptoms first appeared
Start of Time -Asymptomatic	Date COVID-19 test administered
End of Self-isolation	At least 10 days have passed <i>and</i> If symptomatic, at least 24 hours have passed since fever without fever-reducing medication and other symptoms have improved

#### Employee or Student who has been in Close Contact with Positive COVID-19 Result

Action	Self-quarantine
Time Duration	14 days
Start of Self-quarantine	Date last exposed to positive COVID-19
End of Self-quarantine	After 14 days (if no symptoms have appeared)

We are asking all parents to monitor their children for symptoms each day before reporting to school. If your child is sick, or exhibiting symptoms, he or she should stay home. According to the Centers for Disease Control and Prevention (CDC), symptoms of COVID-19 are fever of 100.4 degrees or chills, shortness of breath, cough or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and diarrhea. Please know that we will work with every learner regarding attendance protocols and how we will continue the instructional process.

If you have questions related to our district response to COVID-19, you may send an email to [COVID@hcps.net](mailto:COVID@hcps.net), call our COVID hotline at 272-4788, or refer to our School Reopening Plan Frequently Asked Questions at [hillsboroughschools.org](http://hillsboroughschools.org).

Thank you for being an ongoing partner in our work.

Respectfully,

Addison Davis

Attention All  
Middle School  
Students!

Activities

- ♦ *Creative Arts*
- ♦ *Homework Assistance*
- ♦ *Video Gaming*

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- ♦ *Computer Lab*
- ♦ *Dimension U Math*
- ♦ *MyON*
- ♦ *Sports*
- ♦ *Chess*

Hillsborough County  
Public Schools Out-of-  
School Time  
HOST  
Program



Hillsborough County  
PUBLIC SCHOOLS  
Preparing Students for Life

Martinez  
Middle School

**HOST**

Hillsborough Out of School Time

REGISTER TODAY!

Where: Martinez Middle School

5601 Lutz Lake Fern Road  
Lutz, FL 33558

Time: AM 7:30 - Start of School  
PM Dismissal— 6:00 PM

Days: Monday—Friday

Cost: \$20.00 AM Only  
\$32.00 PM Only  
\$52.00 Both AM and PM

***Middle School Annual Registration Fee \$30.00***

Charges will be added weekly based on student attendance. Fees will be collected each week.

To register for the HOST Program go to: <http://www.sdhc.k12.fl.us>  
and type “go host” in the search box at the top of the page

The Middle School HOST Program is staffed by Certified  
Teachers  
Contact

Gen Topping ([gen.topping@sdhc.k12.fl.us](mailto:gen.topping@sdhc.k12.fl.us)) for details.  
HOST Administration Office 744-8941 x 223

**SUPPORTING STUDENT SUCCESS  
BEYOND SCHOOL HOURS**

**HOST Expectations**

**Have a positive attitude**  
**Opt for honesty**

**Strive for success**  
**Teamwork**

HOST Student Rules \* \* \*

- Arrive quietly and sit/remain in assigned area.
- Follow directions.
- Look, and listen when you hear the attention getter
- Keep hands, feet, and other objects to yourself.
- Use kind words when speaking to others.
- Stay with your HOST group/group leader.

\*\*Due to the HOST programs' focus on student safety, failure to follow rules will result in corrective action.

HOST staff uses positive reinforcement to encourage desirable behavior. Parents will be notified of recurring behavior problems.

The school principal and/or HOST administrative staff reserves the right to suspend/remove any student from the program for continued disruptive behavior and/or a major discipline offense.

Students are carefully supervised and released only to authorized persons as indicated by the registration. ALL authorized persons must present photo- identification and SIGN THE STUDENT out on a daily basis.

Parents will be notified of all medical emergencies. If the parents cannot be reached, staff will take proper action. A student who becomes ill while attending HOST must be immediately picked up by an authorized person.

HOST programs will make reasonable accommodations in order to serve children with special needs or disabilities.

**School Board**

Steve Cona  
Lynn Gray  
Stacy Hahn  
Karen Perez  
Tamara Shamburger  
Melissa Shively  
Cindy Stuart

Superintendent Addison Davis

Chief of Climate and Culture Tracye Brown

Director of Early Childhood And HOST Programs Louis Murphy

Supervisor After School Programs Michael McManus

**Continuous Notification of Nondiscrimination**

Pursuant to Title IV, Title IX, Section 504/Title II and other civil rights regulations, The School District of Hillsborough County (District) does not discriminate nor tolerate harassment on the basis of race, color, ethnicity, national origin, religion, gender, gender identity, sexual orientation, age, disability, marital status, genetic information or pregnancy in its educational programs, services of activities, or in its hiring or employment practices; and it will take immediate action to eliminate such harassment, prevent its recurrence, and address its effects. The District also provides equal access to its facilities to the Boy Scouts and other patriotic youth groups, as required by the Boy Scouts of America Equal Access Act.

The following person has been designated to handle inquiries regarding non-discrimination policies: Dr. Pansy Houghton, Executive Officer, Compliance, 813-272-4000; pansy.houghton@sdhc.k12.fl.us; 901 E. Kennedy Blvd., Tampa, Florida 33602.

**HOST Program Administrative Office**

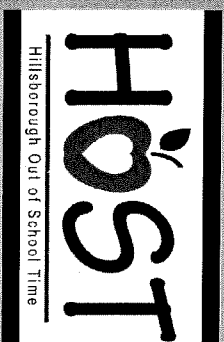
5410 N 20<sup>th</sup> Street  
Tampa, FL 33610  
(813) 744-8941

<http://www.sdhc.k12.fl.us> and type

"go host"

Rev  
7/2020

**HILLSBOROUGH COUNTY PUBLIC  
SCHOOLS  
OUT-OF-SCHOOL-TIME PROGRAM**



☀️ **AFTER SCHOOL**

☀️ **BEFORE SCHOOL**

☀️ **SUMMER PROGRAMS**

**INFORMATION AND REGISTRATION:**  
<http://www.sdhc.k12.fl.us> and type "go host"

## SUPPORTING STUDENT SUCCESS BEYOND SCHOOL HOURS

HOST Program Administrative Office  
5410 N. 20<sup>th</sup> Street  
Tampa, FL 33610  
(813)744-8941  
<http://www.sdhc.k12.fl.us> and type "go host"

### PROGRAM INFORMATION

To register for the HOST Program go to:  
<http://www.sdhc.k12.fl.us> and type in "go host" in the search box at the top of the page.

HOST follows a weekly plan of activities incorporating the following general categories:

**Homework Time:** Homework assistance of at least one-half hour. This service is provided through age grouping.

**Snack Time:** Milk, juice and snacks are provided by the HOST program. Breakfast, lunch and a snack will be provided on full-day operations during the summer.

**Outdoor Activities:** Supervised and organized activities including team games, exercises and/or playground time.

**Enrichment:** Enrichment activities include: art, music, sports, computerized educational programs, reading, math, science, STEAM, educational games, story time, educational movies, or other academic experiences.

Thanks for your interest in the HOST program! It is a pleasure to serve your children and welcome them into the HOST family.

### FEE SCHEDULE

Elementary/Middle School Annual Registration Fee <i>per family and non-refundable due prior to attending program</i>	\$30.00
Elementary, Magnet & K-8 After School Weekly Fee	\$58.00
Elementary, Magnet & K-8 Before School Weekly Fee	\$15.00
Middle & Magnet School After School Weekly Fee	\$32.00
Middle & Magnet School Before School Weekly Fee	\$20.00
Middleton After School ONLY Weekly Fee <i>No before school program</i>	\$25.00
AM & PM Drop In Rate (Elementary & Middle) <i>\$30.00 registration required</i>	\$20.00
*Wait List – Select sites	
<b>SUMMER</b>	
<u>Elementary &amp; Middle Summer Registration Fee</u> <i>per family and non-refundable due prior to attending program</i>	\$30.00
Summer ONLY Weekly Fees (Full Day Closed Friday)	
<i>Elementary</i>	\$80.00
<i>Middle</i>	\$65.00
Late payment fee/charged per week	\$10.00
Late pick up fee (per 15 mins after 6 p.m.)	\$5.00
<u>HOURS OF OPERATION</u>	
School Year After School	dismissal until 6 p.m.
School Year Before School	varies based on school need (1-3 hours)
Summer (select schools)	7 a.m. until 6 p.m.

### PAYMENT INFORMATION

Online credit card payments are available through the new HOST Parent Portal. Register online at:  
<https://hostportal.sdhc.k12.fl.us>

Money orders and credit cards are accepted by the HOST program. Cash is not accepted. Make all money orders payable to "School Name" HOST program.

A family registration fee is required annually for all programs. Weekly fees are due the Friday prior to the week of service for Elementary and K-8 programs. Fees are charged on the first day the student attends for the week in Middle School programs. Additional fees will be assessed for late pick-up and late payments. Penalties for nonpayment and late pick-up include late fees and possible dismissal from the program. Additional fees and penalties apply for all programs.

Frequent late pick-up from the HOST program sites:

- 1) Will result in dismissal from the program, as it places unnecessary hardships and responsibilities on our staff.
- 2) May necessitate law enforcement and/or child protective services to be contacted to initiate child abandonment procedures.

Applications for Child Care Subsidies are available online at [www.ELCHC.org](http://www.ELCHC.org) or call Child Care Resource and Referral at (813) 515-2340 for more information. Subsidies are available for students up to 11 years old.

Families are allotted a two-week vacation. (Aug. to May) Vacations must be redeemed a week at a time, though not consecutively. Fees are not due during vacation weeks as long as parents notify HOST staff two weeks in advance to facilitate staffing needs.



# Deliveries

**NO  
DELIVERIES**

- Homework or Projects
- PE Uniforms
- Birthday cakes, balloons, etc.
- We will permit parents to  
Deliver lunch money or a  
forgotten lunch box

**\*Parent must wait until the student comes down  
to hand deliver any monetary items for their child.**

**BE RESPONSIBLE !**