

Myra S. Barnes, Intermediate School 24

750 Durant Avenue Staten Island, N.Y. 10308

Student/Family Handbook

&

NYC DoE Family Guide to Student Social Media

Myra S. Barnes, Intermediate School 24

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Lenny Santamaria, *Principal*

[Eileen Barone](#), Deric Borrero, Joseph Simione, Julianna Tramontana
Assistant Principals

Principal's Message

Dear Students and Parent/Guardian:

Welcome to Myra S. Barnes Intermediate School! I know that you are all happy to be here. The change from an elementary school to an intermediate school has probably also caused you to feel somewhat anxious and uncomfortable because you are unfamiliar with the staff, building and ways of doing things.

This handbook has been prepared to help you become familiar with your new school. Refer to it often and ask questions. We are here to help you.

I wish you good luck and happiness in your years at Myra S. Barnes Intermediate School and I hope the next three years are profitable ones for you.

Sincerely,

Lenny Santamaria, Principal

Mission Statement

Myra S. Barnes Intermediate School is dedicated to the belief that all students can meet high standards of excellence. The school will provide a positive and supportive environment for all students, staff and parents. This will emphasize the school and commitment in ensuring the children's cognitive, creative and social growth. All our students will develop academic and social skills and responsibilities which will enable them to become productive and law-abiding citizens of the community.

Myra S. Barnes

Miss Myra S. Barnes, for whom our school is named, was known as Staten Island's "Fighting Lady" because of her tireless fight for civic progress in the borough.

She was an English teacher at Port Richmond High School. After her retirement from teaching in 1943, she began her one woman drive for island improvements such as new and better schools, cleaner homes and surroundings, improved bus and ferry transportation, a city college, and water and air pollution control.

She was a self-elected representative of the Island at City Hall public hearings where she won the respect, admiration and occasional fear of the city officials as a speaker in discussing Island problems.

Miss Barnes, born in New York in 1880, was a descendant of Roger Barnes, a pre-Revolutionary War landowner of Staten Island who had bought his land from Queen Anne of England.

She resided in New Dorp from 1920 until her death in 1962.

SCHOOL COLORS: RED + WHITE

<i>Bell Schedule</i>		
Period	Begins	Ends
A.M. Homeroom	7:40	7:55
1	7:58	8:40
2	8:43	9:25
3	9:28	10:10
4	10:13	10:55
5	10:58	11:40
6	11:43	12:25
7	12:28	1:11
8	1:14	1:57
1st, 2nd, 3rd Floors	1:57 p.m.	
4th Floor	1:59 p.m.	
Dismissal	2:00 p.m.	

Traffic Regulations

IN THE HALLS

1. Move quickly and quietly.
2. Walk to the right.
3. Follow the instructions of the Teachers.
4. Walk in double lines. Do not run.
5. Be courteous.

IN THE STAIRWELLS

Use the direction arrows to go up and down the proper staircases. Some are meant to go up and others down. Staircase 7 + 8 during periods 4, 5, 6 are only for students going to lunch. Staircase 5 + 6 can only be used for those leaving a lunch period.

SCHOOL COMMUNICATION

Our school utilizes Pupilpath to communicate with families regarding academics, conduct, reminders or important messages. Pupilpath may be accessed by desktop computer or mobile device. It is every Parent responsibility to register for this tool. Students will also have access to the site. We will also communicate via phone blast messenger, website and notices home.

ROOM PASS

Any student requesting to leave the classroom must have the permission of the teacher and must carry a pass. The teacher will issue a room pass or a written pass for you to carry while you are out of the room.

School Safety

Fire Drill

Signals

3 Gongs, repeated: 333. Your teacher will lead you to the street.

1 Gong or Whistle Return to the building.

Rules

1. DO NOT TALK DURING THE ENTIRE DRILL!
2. Listen for instructions. Always follow the instructions given by your teacher.
3. Move quickly but without running.
4. Everyone must leave the building.

Transportation

Students must ride the bus to which they have been assigned. All sixth graders must live at least 1 mile from the school in order to be eligible for the yellow school bus and all seventh and eighth graders must live at least 1 1/2 mile from the school in order to be eligible for the yellow school bus. All other students will be given Metro Cards for half or full fare.

BUS TRANSPORTATION

The school does not determine bus stops. The Office of Pupil Transportation determines bus stops (OPT: 718-392-8855 or www.optnyc.org). At registration, *only if your child is bus eligible*, you will be given a stop nearest to your home. For grade 6 you must live 1 mile or more and grades 7 & 8 you must live 1 1/2 miles or more.

Attendance Regulations

Your record of attendance is recorded in Homeroom. Each teacher will also monitor your attendance throughout the day.

We also utilize a telephone messaging system to notify families of student absences.

A student returning to school after an absence must present a note from a parent explaining the reason for the absence. Your Homeroom teacher will send the note to the Attendance Office where it will be kept on file for the entire school year.

LATENESS TO SCHOOL

Lateness to school can almost always be avoided by allowing enough time to get to school. Plan to be at the school on time. It is better to be 10 minutes early rather than 10 minutes late. If you report to school after the late bell, report to the Attendance Office for a late pass before going to your class.

It is important that, if you are requested to report to another teacher or part of the building, you show a pass to your subject teacher. If, at any time, your lateness is unavoidable, you should present a note from your parents explaining the reason for your lateness.

LATENESS TO CLASS

You are late to class if you are not in your subject room by the time the "late bell" sounds.

There is ample time between periods to go from one class to another without being late. Walking at a slow pace or stopping to "visit" with friends in the hall will result in inexcusable lateness. If a teacher detains you, get a pass from that teacher explaining why you are late.

SCHOOL CLOSURES

The citywide decision to close or delay the opening of school during stormy weather can only be made by the Chancellor. The decision will be made as early as possible prior to 6:00AM on the affected day. Television and radio stations, such as WINS (1010AM) and WCBS (880AM), will broadcast information on school closings and delays. You may also check www.schools.nyc.gov

You the Student!

Intermediate School Code of Behavior

I will never, knowingly, by word or deed, injure anyone's person, feelings or property in any manner.

I will always respect the religious beliefs of others as I will respect my own.

I will show courtesy to other people at all times, particularly to my elders.

I will abide by the laws and regulations of my school and community.

I will be honest with myself and others, and I will practice cleanliness of mind and body at all times.

Curriculum Offerings

Your program will consist of seven classes a day.

Grade Six Courses: English Language Arts, Mathematics, World Language, Physical Education, Major Talent, Science, Social Studies

Grade Seven Courses: English Language Arts, Mathematics, Science, Social Studies, Physical Education, Major Talent, Minor Talent. Honors Classes will take World Language instead of a Minor Talent.

Grade Eight Courses: English Language Arts, Mathematics, Science, Social Studies, Physical Education, Major Talent, Minor Talent. Honors Classes will take World Language instead of a Minor Talent.

Major + Minor Talent Classes: Band, Graphic Arts, Media, Dance

Note: Your program will offer you a wide variety of experiences and many opportunities to learn as much as you can to prepare yourself for High School.

Honors Class Placement

Students who score Double 4s: ELA + Math will be eligible for Honors Placement.

Student attendance at 90% or higher - Fourth Grade ELA, and Math Exam Scores will be utilized for placement. If and when NY State exam scores do not exist we will also refer to student attendance and punctuality along with marks in fourth grade.

Daily Supplies

You are expected to come to school prepared to participate in every one of your classes and to do any work required in the various subjects. Please refer to specific lists for all subjects.

Textbooks (only if required by Teacher. Otherwise textbooks remain at home). Sneakers on days you have Physical Education are mandatory. There are no Physical Education uniforms.

You are not allowed to leave any books or supplies in school overnight unless told to do so. Therefore, you should only bring to school the books you need for that day. Be prepared! (White-out is not permitted in school.)

Dress

We recommend that you dress appropriately for school. One can still dress individually without violating the standards of good taste. Short skirts, short shorts and skimpy tank tops are inappropriate for school. Hats may not be worn in the building. Pajamas are also not permitted.

Gym Clothes

All students are required to wear appropriate dress for Physical Education classes. Sneakers are a must and are the only approved footwear in PE classes. No formal uniform is required. Red Barnes Wear t-shirts and Black Barnes Wear sweatpants and shorts will be for sale on our school website at least 2x during the school year.

Care of Books

The Department of Education supplies all students with textbooks. They are lent to you with the understanding that you will take care of them and return them promptly when you are finished with them. They are very expensive and will be used by many other students over the years.

Here are some helpful hints:

1. Write your name, class and date in ink on the nameplate on the inside cover.
2. Cover your books and keep them covered.
3. Do not write in the books.
4. Never leave your books in desks or in the closets overnight. This is a violation of school rules.
5. If you should misplace a book, report it immediately to your teacher.
6. If you find a book belonging to another student, give it to your teacher.
7. If a book is damaged or lost, you will have to pay the cost of replacing it. If the book is found at a later date, and proper identification can be made, you will receive a refund.
8. Bring your books to school whenever your teacher asks you to do so.
9. When you move or are transferred to another class, return all books to your teacher.
10. Your teacher keeps a record of books distributed and returned. Your book account must be settled before graduation or promotion to the next grade.

Homework + Study

Homework is an important part of your class work and is your personal responsibility. Your teacher will not be able to look over your shoulder to see that you do it. However, your teacher will consider your homework record as part of your report card mark.

You will be given homework assignments in your subjects almost every day. Homework may be a written assignment or it may be to study. Intelligent handling of homework and study will pay off in increasing your learning and your success in the various subjects. You cannot expect to do well at Barnes without doing your assignments.

It is wise to keep a careful record of the homework assigned to you by writing the assignment in your agenda. When you complete the assignment at home, put it in the proper section of your notebook so that you may have it ready for class the next day.

How to Study (Tips)

1. Find a quiet place at home where there are no distractions.
2. Use proper lighting in the study area.
3. Have all the materials, books and equipment in your designated study area.
4. Do not study when you are tired.
5. Plan to study at approximately the same time every night. Develop the habit of studying at a fixed time. Select a time that fits into the family schedule so that interruptions will be at a minimum.
6. Do a little studying every night. Do not cram for exams. If you study as you go along, there will be no need to spend exhausting hours studying the night before an exam.
7. Have a snack before you begin so you will not be distracted by a grumbling stomach.

Emergency Contact

You will be required to fill out three Emergency Contact Cards when each school year.

This card will provide the school with the address and telephone number of your parents, neighbor, or relative in case they have to be notified in the event of an emergency. This card will be kept on file in the Attendance Office, Main Office, and each Assistant Principal's Office.

In case of an emergency, report to a teacher who will notify the Attendance Office.

Cafeteria Breakfast

I.S. 24 provides a free breakfast program. The breakfast program will begin at 7:10AM-7:35AM daily.

Lunch

All parents are required to complete the necessary forms to apply for free or full price lunch. You may also apply at www.applyforlunch.com. Lunch will be free for all students in 2019-2020.

If you prefer, you may send your child with a lunch from home. However, you must still fill out a lunch form in September. *Please do not send any liquid in a glass container with your child's lunch.* Snacks and water are available for purchase almost daily in the cafeteria. The following drinks are not permitted in school: soda, caffeinated drinks, Red Bull, and other similar drinks.

Illness

If you become ill in school, follow these steps:

1. Tell your teacher.
2. Your teacher will write a pass to refer you to the Attendance Office.
3. If you do not feel well enough to remain in school, the Attendance Office will call your parents to determine a plan.

When your Parent/Guardian arrives at the school to take you home, they must sign you out in the main office.

Permanent Record Card

A cumulative record card for each student is kept on file in school. This record contains such information as name and address, parents' names, records from previous schools, standardized test scores, pupil's health records, report card final marks for all grades, service to the school, attendance, etc.

Your record card follows you to high school. This card, then, provides a complete record of your entire school career.

At graduation from high school, the permanent record card is used in giving reference for college or employment.

Change of Address or Phone Number

If you should move to a new address, you are to notify the Main Office. Bring a note from home listing your new address and telephone number. You will need proof of address (phone bill, rent receipt, etc.) before your records will be changed. Please be sure your child's Assistant Principal, Dean, and Guidance Counselor have your most recent cell phone number and email address.

Report Cards

Report cards are distributed four times a year. Student progress is provided by communication by individual teachers throughout the year through Agenda books, Pupilpath, phone calls and/or team meetings (when necessary).

The purpose of a report card is to report to you and your parents the rating of your scholastic achievement and conduct for each of the four marking periods, each one from 8 to 12 weeks long.

You will receive two kinds of marks:

1. You will receive a numerical grade in each subject from your subject teacher. 65 is the passing grade. Honors students are required to maintain an 85 average.
2. You will also receive a mark in conduct in each of your subject classes.
E = Excellent Conduct
S = Satisfactory Conduct
N = Needs Improvement
U = Unsatisfactory Conduct
3. Attendance and punctuality are also recorded on the report card. Your report card tells you and your parents where improvement is to be made. When you receive your report card, have your parents sign their name and then return the report card to school the next day.

Try to get a good report card. It takes serious effort, good citizenship and hard work and study to get a report card that you can be proud of.

Parent Teacher Conferences

Four times a year Parents/Guardians will be invited to school to participate in Parent-Teacher Conferences. These interviews serve several purposes:

1. To show your parents the work you have completed in school.
2. To give your parents an opportunity to discuss your work or any ways to assist you better. Your parents are always welcome to come to school at any time to discuss your work with your teacher.

They may call the school or write a letter requesting an appointment to speak to any of your teachers.

Guidance

Everyone, at one time or another, finds that he needs help in solving his academic, social or personal problems.

There are many people at Barnes ready to help you. Besides your subject teachers and your official teacher, you may seek the advice of our Guidance Counselor or your Grade Supervisor and Dean.

Report Card Awards

ARISTA Honor Society

- Volunteer personal time to school and Community Service (prerequisite for induction)
- Minimum Average of 90 or better for the 1st, 2nd, and 3rd Marking Periods
- No grade below 85 in any subject area
- No N or U in conduct in all subjects and satisfactory attendance and punctuality of 90% and better
- Must perform a minimum of 15 hours of school or community service which will be verified by the teacher or in writing on an organization letterhead. Click [here](#) for the ARISTA form.

Principal's List

90 average and above

No Grade Below 85 in any Subject

No N or U in Conduct

Satisfactory Attendance and Punctuality (95%)

Honor Roll

85 Average and Above

No Grade Below 80 in any Subject

No N or U in Conduct

Satisfactory Attendance and Punctuality (90%)

Perfect Attendance

No Absences for the Marking Period

No Lateness for the Marking Period

Outstanding Conduct

All E's in conduct

Deficiency Notes + Behavior Anecdotal

Review the [Citywide Behavior Expectations to Support Student Learning](#). If a student engages in any infractions, the dean will address the student and parents, after conference with the Assistant Principal of the Grade and/or the Principal.

Section Sheets are carried by a monitor in each subject class to all classes. All teachers will make notations on the class section sheet and rate the class work and conduct each period.

Rules of Conduct

Students are expected to follow rules set by the school. They are to be considerate of each other. Making boisterous noises, door slamming, running in the halls, marking on the desks, walls or lockers, chewing gum, pushing while on line, and talking while others are talking are examples of poor conduct.

School Nurse

There is a DOE Registered Nurse on staff every day. When a child is ill, he/she will be sent to the nurse's office. The nurse will take their temperature and care for the minor cuts and bruises. If the nurse deems it necessary, she will contact you (or your emergency contact) to take the child home. If your child has an ongoing medical condition, you are requested to speak with the nurse at 718-982-4701 for further instructions. Medications including aspirin or Tylenol are to be given out by the school nurse.

NYC DoE Family Guide to Student Social Media

<https://www.schools.nyc.gov/school-life/rules-for-students/digital-citizenship/parent-social-media-guide-for-students-over-13>