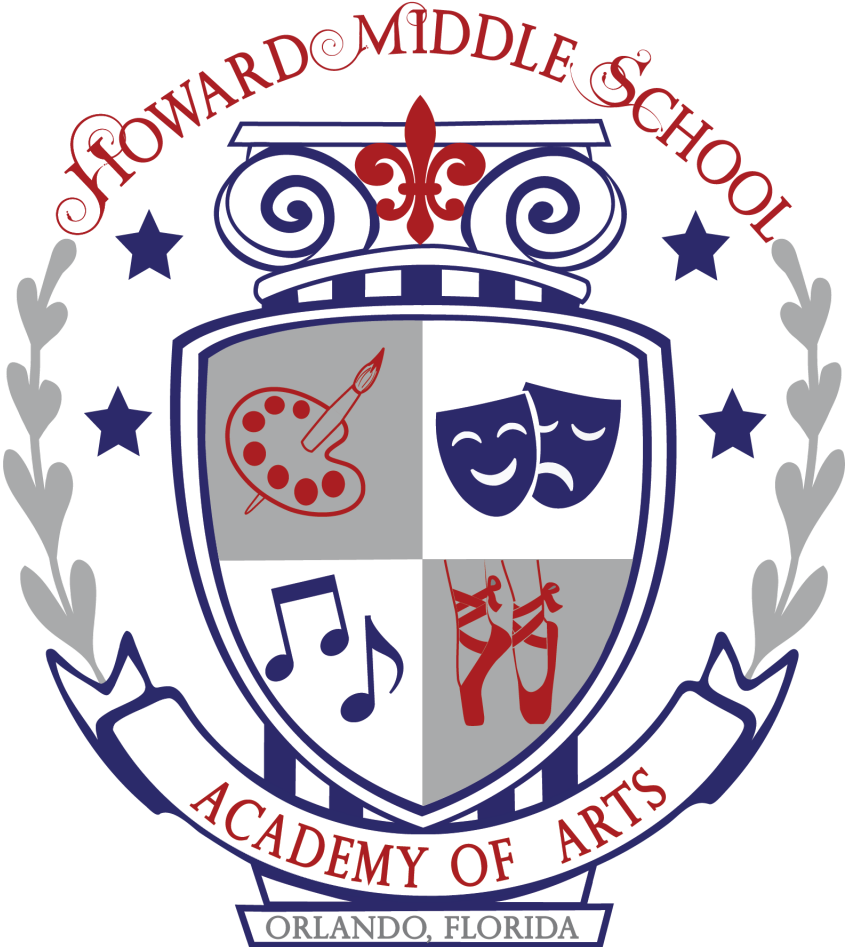


Howard Middle School Academy of Arts

Student Magnet Handbook



2022-2023

Updated 9/15/2022

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Message from the Principal

Dear Howard Families,

I am so excited to be part of the Howard Family. Already in my short time here, I have seen creativity, enthusiasm and pure joy amongst our students and faculty. Although my own artistic abilities are still a work in progress, I see that I will find inspiration and support.

As we emerge from the challenges of the last few years, I know that we will find hope in the culture already established. We will continue to build a school that is inclusive and a safe space for all. My goal is for every child to feel valued and respected, while given the space to grow as an artist and citizen.

I hope to see everyone at all the great events that Howard Middle School supports. Encourage your child to seek new opportunities and experience all that we have to offer.

I wish everyone a Ranger-riffic year!

Sincerely,

Dr. W. John McHale, Principal

Social/Emotional Learning and Support

Howard Rangers Have HeART!

Helpful Words and Actions

Kindness matters! Help to support and be kind to everyone in our school family!

Engage in Learning

Set goals, understand your strengths and areas for growth, have a growth mindset, stay organized, stay focused, communicate with your teachers, check your progress and your SKYWARD frequently to stay caught up with work and assignments!

Active Participation

Join in class discussions, ask questions, take notes, participate in class and school activities!

Responsible Decision Making

Make safe choices, think through and analyze consequences before acting, and seek support when needed!

Teamwork

Collaborate with others, practice effective communication and problem solving, and seek support when needed!



Student Support Team

Every staff member here at Howard has the same goal, and that is to make sure that we are here to help make your middle school experience the very best we can. We know it isn't always easy, and we want you to know we are here to help if you need it, whether it is with academics, dealing with stress, feeling overwhelmed, having conflicts with friends, or anything else, we have a whole team of people here at Howard to help! If you are in crisis, please remain with your teacher and have them contact Mrs. Aftab your SAFE Coordinator or Mrs. Staten your Middle School Social Worker. If we are not available please contact your guidance counselors; for 6th grade Mrs. Fields, 7th grade Ms. Bugar, 8th grade Ms. Elder. If you have an IEP/504 concern, please contact Mrs. Wolfe your 504/Staffing Specialist. To request a meeting with a member of the student support team, please email us directly.

SAFE Coordinator- Ms. Aftab: 220D, Email: Shazia.Aftab@ocps.net

Social Worker- Ms. Staten:220, Email: Olivia.Staten@ocps.net

Our SAFE Coordinator is available to help in the event of a crisis or if you need additional support for any social and emotional needs.

6th Grade Guidance Counselor - Ms.Fields: 107 C, Email: Alexandria.Fields@ocps.net

7th Grade Guidance Counselor - Ms.Bugar: 107 B, Email: Dawn.Bugar@ocps.net

8th Grade Guidance Counselor - Ms. Elder : 107 D, Email: Elisa.Elder@ocps.net

Staffing Specialist - Ms. Wolfe: 120, Email: Roasalinde.Wolfe@ocps.net

Our guidance counselors are located downstairs in the guidance suite. Your counselors can assist you with any academic, scheduling, or social and emotional needs.

Student Support Deans/PASS/Title IX Coordinator- Ms. Lee and Mr. Tejada:226C

Magnet/Visual and Performing Arts

Magnet Overview

The Howard Middle School Academy of Arts is a public magnet school dedicated to offering students a deep immersion in the arts and a rigorous academic program. Howard is a haven for students who love music, dance, theatre and art. The school provides a safe atmosphere for creative-minded students and provides numerous opportunities to perform or showcase student work each year. All students who attend Howard apply through the OCPS office of School Choice at www.schoolchoice.ocps.net.

Admissions Requirements

- Signed Magnet Contract for Enrollment
- Excellent conduct and citizenship

Program Requirements

- Magnet students are expected to receive a 2.0 or higher GPA and no failing grades on each report card.
- Magnet students will maintain excellent citizenship and behavior.
- Magnet students will participate in competitions, festivals, and/or exhibitions
- Magnet students are expected to enroll in at least two Arts Courses each year, and progress within at least one area of focus

VPA Courses

For a full list and description of Howard courses including course progressions, please see the [HMS Course Catalog](#)

Magnet Contract

Upon acceptance to Howard Middle School Academy of Arts, students and parents are required to sign an agreement of understanding (Magnet Contract) indicating certain academic, attendance, and behavioral requirements of the magnet program. Students who fail to meet the standards set forth by the magnet program will be placed on probation for one grading period for academic or program violations. For behavioral violations, the probationary period will last through the end of the semester or school year, whichever comes first. A student on probation may not be permitted to participate in any extra-curricular activities or functions (i.e. dance, school sponsored after school events, clubs, athletics, etc.) during the probation period. The probationary form will be completed and signed by all applicable parties. If the violation is corrected during the specified time period, the probation will no longer apply. If there is insufficient improvement at the conclusion of the probation period, the student may be exited from the Howard magnet program and may be required to return to his/her/their zoned school at the end of the first semester, or the end of the school year, whichever occurs first. Under extenuating circumstances immediate dismissal is at the discretion of administration. The Magnet Contract can be found at the end of this document in the Resources section for reference.

Magnet Probation Process

Upon acceptance to the Howard magnet program, students and parents are required to sign a Magnet Contract indicating certain academic, attendance, and behavioral requirements of the magnet program. Students who fail to meet the academic and program standards set forth by the magnet program will be placed on an probation for one grading period for academic or program violations. For behavioral violations, the probationary period will last through the end of the semester or school year, whichever comes first. A student on probation may not be permitted to participate in any extra-curricular activities or functions (i.e. dance, school sponsored after school events, clubs, athletics, etc.) during the probation period. The probationary form will be completed and signed by all applicable parties. If the violation is corrected during the specified time period, the probation will no longer apply. If there is insufficient improvement at the conclusion of the probation period, the student may be exited from the Howard magnet program and may be required to return to his/her zoned school at the end of the first semester, or the end of the school year, whichever occurs first.

As written in the Howard Academy of Arts Magnet Contract, Howard magnet students must receive a Grade Point Average (GPA) of 2.0 or higher and have no failing grades on each report card.

Probation Process

1. Students are placed on probation if they fall under any **one** of the following:
 - a. Lower than a 2.0 GPA
 - b. Have one or more failing grades on the Report Card
 - c. One Level 3 Discipline Referral*
 - d. 10 unexcused absences in a 90 day period
2. Students placed on Probation will be:
 - a. May be removed from all extracurricular activities (dances, clubs, musicals, sports, etc.)
 - b. Considered for dismissal at the end of the semester or school year, whichever comes first, if the issue is not resolved.
3. Students are removed from Academic Probation when the next report card GPA is above a 2.0 and has no failing grades..

* Two level 3 discipline referrals may result in dismissal
One level 4 discipline referral may result in dismissal

Academic Resources

- Canvas provides information for assignments that have been completed and turned in as well as show which assignments are missing.
- Inform Teachers/ Staff that help is needed. Students should let their teacher know if they feel overwhelmed with a subject and need extra help understanding the material. Students are also encouraged to speak to Guidance Counselors, and/or the SAFE Coordinator regarding any area of school in which they are struggling. Howard teachers and staff want each student to succeed and often have resources that can help achieve success.

Magnet Advisory Board

The Howard School Advisory Committee (SAC) serves as the “Magnet Advisory Board”. Because Howard is a Whole School Magnet, SAC advises administration and the leadership team on magnet related topics. The administration presents annual student and parent survey results to SAC for review and to seek advice on continual improvement.

Visual and Performing Arts Season Calendar (Semester One)

- *Chorus Fall Concert 10/3, 5:30pm
- *“Beauty and the Beast, Jr.” 11/3-11/5, 7pm
- Maitland Art Festival 11/11-13
- Dance Performance Assessment 11/11
- All County Orchestra Performance 11/12, 6pm
- *Guitar Concert 11/15, 5:30pm
- OCPS District Magnet Fair, mid November 2022
- Jr. Thespians District Festival 12/1-12/3
- *Dance Student Choreography Showcase 12/6
- *Orchestra Winter Concert 12/8, 5pm
- *Chorus Concert 12/13
- *Band Concert 12/15, 5pm

Visual and Performing Arts Season Calendar (Semester Two)

- All State-FMEA Conference 1/11-1/14
- Jr. Thespian State Festival 1/12-14
- Dance Troupe Celebration of Dance 1/14-15
- Band All County Concert 1/24-1/28
- Guitar All County Concert 1/31-2/2
- Chorus Solo and Ensemble 2/3-2/4
- Jazz Band MPA 1/16
- Band Solo and Ensemble 1/17-1/18
- Orchestra MPA 1/23-1/25
- Choral and MS Band MPA 3/6-3/8
- Winter Park Art Festival 3/19
- Elements of Dance 3/24-3/25
- Chorus All County Concert 3/31
- Orchestra Solo and Ensemble 4/1
- *Dance Recital 4/11
- Illuminations Art Show 4/13, 5pm
- *Guitar Concert 4/25, 5:30 pm
- *Orchestra Concert 5/2
- *Band Spring Concert 5/4, 5pm
- *Chorus Concert 5/9
- *Events in blue occur in Howard PAC

Student Information

Athletics

At this time it is expected that we will have competitive soccer, basketball, volleyball, and track and field. Updates will be provided about try-outs in the Howard Beat (our digital newsletter) that all students can access through Canvas. Physical forms, positive behavior, and a GPA above a 2.0 are required.

Student of The Month!

Each month a different department nominates students to be recognized with a Student of the Month celebration.

Students nominated for Howard's Student of the Month recognition program exhibit the following characteristics---good citizenship, academic excellence and demonstrate appropriate school behavior.

Students nominated for Howard's Most Improved Student of the Month recognition program have shown growth and improvement throughout the month in any of the following areas---academics, attendance, or behavior.

Students nominated for Howard's HeART recognition program exemplify our HeART characteristics for success consistently and on a daily basis

End of Year Principal Honor Roll, Assistant Principal Honor Roll and Dean's Honor Roll

Honor Roll at the end of the year is determined by averaging Quarters 1,2,3. This is because at the end of the year Quarter 4 grades are not yet determined.

- Principal's Honor Roll 4.0 GPA
- Assistant Principal's Honor Roll 3.5 – 3.99 GPA
- Dean's Honor Roll 3.0 – 3.49 GPA
- 4.0 for 6th and 7th grade and the first 3 quarters of 8th grade receive a special trophy

Arrival and Dismissal

Arrival

- All students not participating in morning rehearsals and/or activities will enter the rec court gates then move to their designated morning hold areas.
 - 6th grade students will enter the building using the 101 doors and enter into the Performing Arts Center (PAC).
 - 7th & 8th grade students will enter the building using the gym doors on the far side of the rec court.
 - Students eating breakfast will enter the building using the gym doors on the far side of the rec court and report to the cafeteria for breakfast.
- Students that have morning rehearsals or before school activities will enter the building and check in with Mrs. Sevigny (front desk clerk).

Dismissal

- Students will exit the building using two exits (Front Entrance and Rec Court doors). Students reporting to the All-Stars program will be directed to the 140 hallway.
 - Dismissal will be completed via intercom by calling zones.
 - **Zone A**- 101, 106, 108,109, 111, 113, 130, 132, 134, 140, 141, 142, 143
 - **Zone B**- 110, 112, 114, 143B, 145,148
 - **Zone C**- 121, 122, 123, 124, 125
 - **Zone D**- 209, 211, 213, 222,223,230, 232, 234, 240, 241, 242, 243, 244
 - **Zone E**- 210, 212, 214, 206, 205, 204, 203, 202, 201, 246, 247, 248, 249, 250

Attendance, Absences, and Being Tardy

Students are expected to be on time **to school** and on time **to all classes**. If you are late you will receive a tardy notification in skyward. If you are absent, please submit a signed notice from parents to the attendance clerk in order for this to become an excused absence. Tardy sweeps will begin during the third week of school. Students will be using their temporary identification cards until the new cards are received. They will be used during lunch time and they will also be students' admission into school sporting events.

All Stars (Before/After School Care)

All Stars is a before and after school program run by the City of Orlando. Students involved in the All Stars program must report to the cafeteria for check-in by 4:00pm, immediately after school and are not permitted to leave campus.

Behavioral Expectations/ Code of Conduct/Title IX

https://www.ocps.net/departments/public_relations/publications/code_of_student_conduct_and_parent_guide

OCPS and HMS do not discriminate on the basis of sex in education programs and activities according to Title IX. Questions regarding Title IX, or reports of discrimination can be directed to our Title IX Coordinator, Mr. Tejada, (Julio.Tejada@ocps.net).

Cafeteria Rules and Procedures - ALL LUNCHES

- Students will enter the cafeteria using both entrances and take their seats.
- Students will be dismissed by table to prevent congestion in lunch lines.
- There will only be 5 students allowed in the serving area at a time.
- Students will be dismissed by tables to dispose of their trash and to prevent congestion in the hallways.

General Rules

- Stay seated at all times, unless giving permission to move or use the restroom.
- Keep hands and feet off of other students, their plates, food, and belongings.
- Speak in a normal speaking voice. No yelling or screaming.
- Students must dispose of all trash in designated containers.
- All food and drink must be kept in the cafeteria.
- Sharing food is not permitted.

Clubs

There are so many ways to get involved at Howard! Every year our clubs and activities are a bit different, and get announced during the first few weeks of school. We also post clubs and updates weekly in our digital newsletter, The Howard Beat, which will also get published to your Ranger Resources on Canvas.

Dress Code

The dress and grooming of Orange County Public Schools' students shall contribute to the health and safety of the individual, promote a positive educational environment, and not disrupt the educational activities and processes of the school. These standards of dress and grooming apply to all students in the public schools of Orange County, unless a specific exemption is granted by the principal. Any request for an exemption shall be made to the principal.

1. Clothes shall be worn as they are designed. For example, suspenders should be over the shoulders, pants secured at the waist, belts buckled, no underwear as outerwear, no underwear exposed.

2. Clothing must cover the body from one armpit across to the other armpit and down to approximately mid-thigh (see image to the right). Tops must have straps. Undergarments must not be viewable. Rips, holes, or tears in clothing must be below mid-thigh.
3. Shoes shall be worn at all times and should be safe for the school environment. The following shoes are not acceptable for any OCPS student: cleated shoes or shoes with wheels.
4. Headgear shall not be worn on campus during the school day, unless the headgear is approved by the principal.
5. Specialized courses may require specialized attire, such as sports uniforms, or safety gear and must be approved by the principal before being worn during the school day.
6. See-through, revealing, or mesh garments must not be worn without appropriate coverage underneath that meet the minimum requirements of this dress code.
7. Gang paraphernalia, garments and/or jewelry, tattoos, or other insignias, which display or suggest sexual, vulgar, drug, alcohol, or tobacco-related wording/graphics or may tend to provoke violence or disruption in school shall not be worn.
8. Clothing must not state, imply, or depict hate speech or imagery targeting groups based on race, ethnicity, gender, sexual orientation, gender identity, religious affiliation, or any other protected class.
9. Clothing and accessories that endanger students or staff shall not be worn.

Student Identification Badges

Students should have their identification cards with them each day (once available), and it is suggested that students wear them on a lanyard. The first student I.D. will be free. The replacement cost for student I.D.'s will be \$5.00. Lanyards are available in the student support office - 226.

Electronic Devices and Cell Phones

Cell phone usage is not permitted in the classroom during instructional time unless it is an emergency or at the direction of the classroom teacher (for educational and/or instructional purposes only).

Cell phones are not permitted in the hallways, restrooms, and cafeteria (at the direction of administration)

Failure to comply with these rules will result in the cell phone being confiscated. **Confiscated items may be returned to student at the end of the school day or to a parent or guardian if repeated. Repeated misconduct will result in disciplinary actions according to the OCPS Code of Student Conduct.**

Media Center

Ms. Douglas is our media specialist and she will be working with language arts teachers to arrange for student visits to the media center for book check out. After the first month of school we will also be allowing up to ten students at a time visit the media center after eating their lunch.

In late September students will be able to get a pass to the media center at 9 am from the front office. We will begin with 10 students and add more as the year progresses.

Digital Laptops/Assistance

Students are responsible for keeping track of and caring for their device and any device accessories (charger and case). To guide students in approximately caring for their device, students are annually asked to view a device care [video](#). In general, students should:

- Keep food and drinks away from the device
- Make sure the device is charged daily for school use
- DO NOT put stickers on the device
- Carry the device with both hands when moving it around the classroom
- Carry the device in a padded backpack and always set the bag down gently on desks, tables or the floor.
- Use a neoprene sleeve to protect the laptop. If it becomes damaged and another device needs to be issued you may not receive the same kind of laptop as a loaner. This means if you've purchased a device-specific protective shell it may no longer fit another device.
- Return the device to the school at the end of the school year, during inventory periods, when damaged, and/or upon withdrawal

Device Fee Structure

When a device or accessory is damaged, an incident fee is assessed. The chart below details the device fee structure. Should a non-warranty repair be completed, the incident fee will be applied to the cost of the repair. However, if the repair falls under warranty and there is no cost to repair, the incident fee will be refunded.

Incident	1st Incident	2nd Incident	3rd (and forward) Incident
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Student/Parent/Guardian Responsibility for the repair/replacement cost	\$25	\$50	Depreciated value. * *See table below.
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The fee structure now accounts for a four-year depreciation schedule of the device (each year ends June 30). The chart below details the depreciation schedule.

Years from Purchase	1	2	3	4
Repair/Replacement Cost	\$550	\$400	\$250	\$100

The device begins depreciating once it's in use. Devices depreciate along a normal schedule, depending upon the features of the device, the expected life cycle, and normal wear and tear. Normal wear and tear related to the full replacement value—hence the new depreciation schedule above for instances that rise to a third incident. These are the new replacement values based on depreciation.

Accessory Fee Structure

The chart below details the accessory fee structure, which is now itemized based on accessory type (charger or protective case). The new protective cases for devices in grades 6-12 are considered accessories.

Incident	1st Incident	2nd Incident	3rd (and forward) Incident
Student/Parent/Guardian/Responsibility	\$10	\$15	\$25

OCPS Parent Portal

Parents may access “Canvas Observer” and “Skyward (parents)” by creating an account in the OCPS Parent Portal. Click [here](#) to set up an account or to login to existing accounts. Depending on how you set up your account you will need to select login based on “using email” or “using phone number”.

After logging into your Parent Portal account, click on the “Skyward (parents)” button. On the “Skyward (parents)” homepage click on “Online Forms” found in the list on the left-hand side of the screen to complete the following forms:

- 2023 Health Services Consent Form (Required for students to access the School Clinic)
- 2023 Technology Acceptable & Responsible Use Agreement
- 2023 Model Release Form-Consent, Waiver, and Release
- Public Notice of Parents Rights-Student Records
- 2023 PCF

<https://parents.classlink.com/ocps>

Ranger Resources Canvas Tile

On the student Canvas dashboard, there is a Canvas tile called Ranger Resources 2021-2022. In this course, students will find all important school information and other resources. There are constant updates on the front page and frequent posted announcements. Please check this Canvas course regularly.

Howard Social Media

- Howard Facebook Page: <https://www.facebook.com/Howard.Middle.School/>
- Howard PTSA Facebook Group: <https://www.facebook.com/groups/hmsptsa/>
- Howard Foundation Facebook Group: <https://www.facebook.com/groups/hmsfoundation/>
- Howard Instagram: @hmsacaarts
- Howard Twitter: @HowardMiddleSch
- Howard Website: <https://howardms.ocps.net/>

Make-up work for Excused Absences

- OCPS policy - one day per number of days of excused absence + one additional day. (Ex. student is absent for two days, the student has three days to make up for the missing work.)

Late/Missing Work

Be sure to check your Skyward regularly for missing work and assignments. We encourage you to use a planner to help stay organized. Students are expected to complete all work assigned. Talk with your teachers if you find that you are not able to complete any assignment and turn it in on time. Each of your teachers has specific instructions for turning in late work. We want all students to always get the best grade possible and to show their best effort.

Checking Grades on Skyward- Progress Reports and Report Cards

Students can check their grades in Canvas and Skyward. Keep in mind that Canvas is a place where assignments are stored but Skyward is where all of your final grades are located. When logged into your Skyward account, on the left hand side there is a toolbar with various links to student information. Select the link called “Gradebook” and from there it will show each class and grade. Click the blue number to see a list of assignments and grades. For more detailed information, check out the Ranger Resources 2022-2023 Canvas tile.

Resources

OCPS Calendar

2022-2023 School Calendar

Weekday(s)	Date(s)	Event
Tuesday-Tuesday	August 2-9	Pre-Planning August 3 Professional Development Day
Wednesday	August 10	First Day of School
Monday	September 5	Labor Day Holiday
Thursday	October 6	End of First Marking Period
Friday	October 7	Teacher Workday/Student Holiday
Monday	October 10	Begin Second Marking Period
Friday	October 28	Teacher Professional Day/Student Holiday/Teacher Non-Workday
Monday-Friday	November 21-25	Thanksgiving Break
Friday	December 16	End of Second Marking Period
Two Weeks	December 19-January 2	Winter Break
Tuesday	January 3	Teacher Workday/Student Holiday
Wednesday	January 4	Begin Third Marking Period Begin Second Semester
Monday	January 16	Martin Luther King, Jr. Holiday (Schools and District Offices Closed)
Monday	February 20	Presidents' Day Holiday (Schools Closed/District Offices Open)
Thursday	March 9	End of Third Marking Period
Friday	March 10	Teacher Workday/Student Holiday
Monday-Friday	March 13-17	Spring Break (Schools Closed/District Offices Open)
Monday	March 20	Begin Fourth Marking Period
Friday	May 26	End of Fourth Marking Period/Last Day of School
Monday	May 29	Memorial Day Holiday (Schools and District Offices Closed)
Tuesday- Wednesday	May 30-31	Post-Planning

Bad Weather Days Calendar

2022-2023 Prioritized Severe Weather Make-Up Days

Priority	Date	Current Use
1	October 28, 2022	Professional Day/Student Holiday
2	November 21, 2022	Monday of Thanksgiving Week
3	November 22, 2022	Tuesday of Thanksgiving Week
4	November 23, 2022	Wednesday of Thanksgiving Week
5	February 20, 2023	Presidents' Day Holiday
6	March 17, 2023	Friday of Spring Break
7	March 16, 2023	Thursday of Spring Break
8	March 15, 2023	Wednesday of Spring Break
9	March 14, 2023	Tuesday of Spring Break
10	March 13, 2023	Monday of Spring Break

Monday, Tuesday, Thursday, Friday
9:30am-3:57pm

6th Grade		7th Grade		8th Grade	
9:25-9:30 Transition					
1 st	9:30-10:21	1 st	9:30-10:21	1 st	9:30-10:21
2 nd	10:25-11:12	2 nd	10:25-11:12	2 nd	10:25-11:12
LUNCH 11:12-11:42		3 rd	11:16-12:03	3 rd	11:16-12:03
3 rd	11:46-12:33	LUNCH 12:03-12:33		4 th	12:07-12:54
4 th	12:37-1:24	4 th	12:37-1:24	LUNCH 12:54-1:24	
5 th	1:28-2:15	5 th	1:28-2:15	5 th	1:28-2:15
6 th	2:19-3:06	6 th	2:19-3:06	6 th	2:19-3:06
7 th	3:10-3:57	7 th	3:10-3:57	7 th	3:10-3:57

Bell Schedule
Wednesday
9:30am-2:54pm

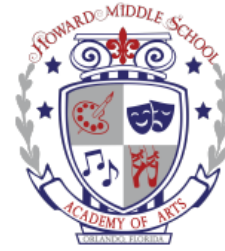
6th Grade		7th Grade		8th Grade	
9:25-9:30 Transition					
1 st	9:30-10:12	1 st	9:30-10:12	1 st	9:30-10:12
2 nd	10:16-10:54	2 nd	10:16-10:54	2 nd	10:16-10:54
LUNCH 10:54-11:24		3 rd	10:58-11:36	3 rd	10:58-11:36
3 rd	11:28-12:06	LUNCH 11:36-12:06		4 th	11:40-12:18
4 th	12:10-12:48	4 th	12:10-12:48	LUNCH 12:18-12:48	
5 th	12:52-1:30	5 th	12:52-1:30	5 th	12:52-1:30
6 th	1:34-2:12	6 th	1:34-2:12	6 th	1:34-2:12
7 th	2:16-2:54	7 th	2:16-2:54	7 th	2:16-2:54

Magnet Contract

Student Name: _____ 22-23 GRADE LEVEL: _____

HOWARD MIDDLE SCHOOL ACADEMY OF ARTS Magnet Contract

(To be completed for admission to the Howard Academy of Arts)



Howard Middle School Academy of Arts is a safe and enthusiastic community of learners where every student reaches their intellectual, social and creative potential. With the support and guidance of parents, staff and community members, Howard students will build a foundation to successfully participate as members of society in the 21st century.

In order to maintain the educational environment that will be the foundation for success, students and parents who choose the Howard Middle School Academy of Arts Magnet Program will be required to adhere to the following:

- Students must maintain a 2.0 or higher quarterly GPA and have no failing grades.
- Students must demonstrate appropriate behavior and follow the OCPS Student Code of Conduct with exemplary behavior. Receiving a Level 3 or 4 referral will result in probation and/or dismissal. Two Level 3 referrals may result in dismissal. One Level 4 referral may result in dismissal.
- Students must maintain an ability to accommodate magnet course requirements in their schedule.
- Students must meet OCPS attendance requirements.
- Students will participate in required exhibits, performances, competitions, or auditions including MPA, All County, State Art Assessment, etc. Students will abide by teacher expectations for after school practice requirements.
- Students will enroll in at least two Arts Courses each year and maintain a progression in at least one area. Any deviation from these requirements must be approved by the Principal, Assistant Principal, or Magnet Coordinator.
- Students will maintain a portfolio of work (digital or physical).
- Students must maintain all other "specific requirements" outlined in the Magnet Handbook.
- All 8th grade students will complete a capstone project.

Upon acceptance to Howard Middle School Academy of Arts, students and parents are required to sign an agreement of understanding (Magnet Contract) indicating certain academic, program, attendance, and behavioral requirements of the magnet program. Students who fail to meet the academic and program standards set forth by the magnet program will be placed on probation for one grading period for academic or program violations. For behavioral violations, the probationary period will last through the end of the semester or school year, whichever comes first. The probationary form will be completed and signed by all applicable parties. If the violation is corrected during the specified time period, the probation will no longer apply. If there is insufficient improvement at the conclusion of the probation period, the student may be exited from the Howard magnet program and may be required to return to his/her/their zoned school at the end of the first semester, or the end of the school year, whichever occurs first. Under extenuating circumstances immediate dismissal is at the discretion of administration.

A student on probation may not be permitted to participate in any extra-curricular activities or functions (i.e. dances, school sponsored after school events, clubs, athletics, etc.)

I have read and understand my responsibilities as a Howard Middle School Academy of Arts Magnet Program student and parent.

Student signature: To be acknowledged via HMS Contract Google Form
Date: Google Form Submission Date will be used

Parent/Guardian signature: To be acknowledged via HMS Contract Google Form
Date: Google Form Submission Date will be used

Updated 9/15/2022