

SANTA BARBARA MIDDLE SCHOOL

COMMUNITY HANDBOOK 2016 – 2017

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I. GETTING TO KNOW SBMS

2016 – 2017 Calendar as of July 25, 2016*

This calendar contains school year start and end dates, school wide community events, outdoor education expeditions, and holidays. Additional events and details will be added throughout the year.

AUGUST

Thursday, August 18	Parent Association Beach Party at Santa Claus Beach, for new & mentor families
Sunday, August 28	New Family Party

SEPTEMBER

Monday, September 5	Labor Day -- No School
Tuesday, September 6	9th Grade Orientation
Tuesday, September 6	Diamond Day
Wednesday, September 7	First Day of School for All Students
Thurs., Sept. 8 - Fri. Sept. 9	Orientation Ride & Overnight
Monday, September 12	First Day of Academic Classes
Friday, September 16	6/7 Pedal & Picnic
Sun., Sept. 25 - Thurs., Sept. 29	9th Grade Islands Expedition

OCTOBER

Wednesday, October 5	8/9 Back-to-School Night, Admissions Tours Begin
Thursday, October 6	6/7 Back-to-School Night
Friday, October 14	2:00 pm Early Dismissal
Mon., Oct. 17 - Sat., Oct. 22	All School Fall Expedition
Thursday, October 20	Parent Social
Saturday, October 22	Homecoming
Monday, October 24	Recuperation Day (No School)

NOVEMBER

Friday, November 11	Veteran's Day (No School--Faculty In-Service)
Tuesday, November 15	2pm Early Dismissal--Conferences Begin
Wed., Nov. 16 - Tues., Nov. 22	Conferences & Career Study Week
Wed. Nov. 23 - Fri., Nov. 25	Thanksgiving Holiday (No School)
Mon, Nov. 28	Classes resume
Wednesday, November 30	Admissions Shadows Begin

DECEMBER

Thursday, December 8	All School Town Meeting and Media Presentation
Thursday, December 15	8th Grade Retreat
Friday, December 16	2:00 pm Early Dismissal, Solstice Ride for All Families
Mon., Dec. 19 - Mon., Jan. 2	Winter Break (No School)

JANUARY

Tuesday, January 3	Classes Resume
Monday, January 16	Martin Luther King Jr. Day (No School)

FEBRUARY

Wednesday, February 15	6/7 Academic Fair
Thursday, February 16	Academic Fair Recap, 12:40 Early Dismissal
Fri., Feb. 17 - Mon., Feb. 20	Presidents Weekend (No School)
Friday, February 24	Contracts Due for Returning Families

MARCH

Friday, March 17	2:00 pm Early Dismissal
Mon., Mar. 20 – Fri., Mar. 24	Spring Expeditions (<i>trips may leave a day earlier or return a day later</i>)
Mon., Mar. 27 – Fri., April 7	Spring Break

APRIL

Monday, April 10	Classes Resume
Fri., April 28 - Sat., April 29	Carpe Diem 40th Anniversary Weekend
Saturday, April 29	Songfest

MAY

Saturday, May 6	Auction
Wednesday, May 10	Early Dismissal/Faculty In-Service
Friday, May 12	Drama Performance
Saturday, May 13	Drama Performance
Sunday, May 28	9th Grade Departs for End of the Year Expedition
Monday, May 29	Memorial Day (No School)

JUNE

Tuesday, June 1	8th Grade Departs
Wednesday, June 2	6/7 Departs for End of the Year Expedition
Friday, June 9	All Grades Return from Expeditions
Monday, June 12	Recuperation Day (No School)
Tuesday, June 13	No Classes, Faculty & Staff Meetings
Wednesday, June 14	Last Day of School, 6/7 Media Presentation
Thursday, June 15	8/9 Media Presentation
Friday, June 16	Rites of Passage

**Event dates are tentative and will be confirmed at the start of the school year.*

General School Information

SCHOOL HOURS are 9:15 am to 3:30 pm. The school office is open from 8:05 am to 4:00 pm. The school is unable to assume responsibility for students on campus before or after these hours unless they are involved with a specific school activity such as sports or drama offerings. Students are only allowed to leave campus during school hours if they sign out in the office, are accompanied by an adult, **AND the office has received permission from their parent(s).**

MORNING DROP-OFF Official roll call classes begin at 9:15 am. Students may be dropped off as early as 8:15 am to check in for our Diamond Time offerings.

DIAMOND TIME is from 8:15 am to 9:05 am. Please see the *Diamond Time* explanation on page 21 of the *Community Handbook* for more information.

AFTERNOON PICK-UP is between 3:30 pm to 3:45 pm unless other arrangements have been made with the office or a teacher. To ensure safety and to use the most efficient way to pick-up and drop-off students, please refer to *Parking Procedures* explanation and map on page 14.

ABSENCES If your child is sick or absent, please call the school at 805-682-2989 or email attend@sbms.org before 9:00 am **each day** he/she is out so we know he/she is safe. Notify the office and teachers in advance if your child will be on an extended absence. Absent students should get homework assignments by checking their classes on The Hub website or emailing their teachers.

TARDINESS It is disruptive to the class when students are late for school. If a student is late, he/she must report to the office before entering class. Proof of office check-in is shown to the teacher when the student enters class. The office keeps a record of all tardies. A monthly record of tardies is given to the dean of each grade. You may be contacted if tardiness becomes a problem.

DOCTOR/DENTIST APPOINTMENTS Please try to make them outside of school hours. If they must be during school hours, please notify the office.

REPORT CARDS are issued by mail at the end of each semester.

PLEASE DRIVE CAREFULLY AND SAFELY during student pick-up and drop-off. Your cooperation and patience is greatly appreciated. Please see the *Parking Procedures* explanation and map on the page 14.

Questions? Contact the SBMS Office at 805-682-2989 or office@sbms.org.

Communication Procedures

Knowing whom to contact about what at SBMS can be confusing, given the variety of programs we offer. In order to most efficiently answer questions and concerns from parents, please utilize the following communication procedures. Our staff and teachers will do their best to respond within 24-36 hours (not including weekends and trips).

- Not sure who to contact? Please call **Lilli Doner in the office** at 682-2989 or email office@sbms.org.
- For questions relating directly to the classroom or a specific academic course, **contact your student's teacher**.
- For questions regarding your child's classes, performance or overall grade-level experience, please begin by **contacting the Academic Dean**.
- For broader social, emotional, or programmatic questions, **contact Jim Brady, Dean of Students and Assistant Head of School**.

Absences/Tardies	School Office	attend@sbms.org , 682-2989
Academic Deans	Jenna (6th)	jenna@sbms.org
	Marco (7 th)	marco@sbms.org
	Wren (8th)	wren@sbms.org
	Jesse W (9th)	jessew@sbms.org
Admissions	Whitney	whitney@sbms.org
Alumni	Kara	kara@sbms.org
Athletics Director	Jake	jake@sbms.org
Bike Monkeys	Jesse K	jesse@sbms.org
Bookkeeping, Billings	Laurie	laurie@sbms.org
Career Study Week (6 th)	Jenna	jenna@sbms.org
Career Study Week (7 th & 8 th)	Whitney, Bridget	whitney@sbms.org , bridget@sbms.org
Career Study Week (9 th)	Kelly	kelly@sbms.org
Communications/SCOOP	Christine, Bridget	christine@sbms.org , bridget@sbms.org
Dean of Curriculum	Jesse W	jessew@sbms.org
Development/Fundraising	Christine	christine@sbms.org , 563-9781
Dean of Students & Faculty	Jim	jim@sbms.org , 448-8070
Drama Production/Plays	Eric, Maureen	eric@sbms.org
Electives	Sue	sue@sbms.org
Financial Aid	Anne	anne@sbms.org , 682-2989 x103
First Aid/Student Health	Lilli	lilli@sbms.org , 682-2989 x102
Deli	Audrey	audrey@sbms.org

Head of School	Brian, Kara	brian@sbms.org, kara@sbms.org
Health & Safety	Victor, Lilli	victor@sbms.org, lilli@sbms.org
Independent Sports	Lilli	lilli@sbms.org
Learning Specialist	Pam	pam@sbms.org
Library	Luisa Bird-Robinson	luisa@sbms.org
Life Skills – Lower School	Jenna, Danielle	jenna@sbms.org, danielle@sbms.org
Life Skills – Upper School	Kelly	kelly@sbms.org
Office	Lilli, Bridget, Anne	office@sbms.org, bridget@sbms.org, anne@sbms.org, 682-2989
Outdoor Education Program	Erin	erin@sbms.org
Outreach & Community	Sue	sue@sbms.org
Newsletter	Kara	kara@sbms.org
Parent Association	Heather	heathercopp@yahoo.com
Performing Arts/Lotus Theater	Marco	marco@sbms.org
Repairs/Maintenance, Physical Plant	Will	will@sbms.org
Songfest	Marco	marco@sbms.org
Standardized Testing (ERBs)	Jesse W	jessew@sbms.org
Student Records, Report Cards	Lilli, Anne	office@sbms.org, anne@sbms.org
Technology Director	David	david@sbms.org
Trip Equipment	Erin	erin@sbms.org
Tuition Payments/Questions	Laurie	laurie@sbms.org
Volunteer Driver Program	Lilli	lilli@sbms.org
Website Login Support	Anne	anne@sbms.org, 682-2989 x103
The Warehouse (Equipment Store)	Erin	erin@sbms.org

Emergency Evacuation Policy & Communication

In the unlikely event of a natural disaster or emergency, the SBMS faculty and staff are highly trained and have detailed plans in place to respond to a variety of circumstances. Our faculty and staff are annually CPR certified and trained in routine fire, earthquake, and intruder safety and evacuation procedures at school. In addition, the medical care that our faculty and staff routinely practice during our trips ensures that our faculty has the medical supplies and expertise to care for your child during an emergency.

For small and local emergencies, parents will be notified via our school's emergency automated call system and/or email of pending school closures or evacuation. During a citywide emergency (wildfire or earthquake), phones may not work. A detailed, three-stage evacuation plan is listed below. The faculty will care for and ensure the safety of your child until a family member can reach them.

CAMPUS EVACUATION

Stage 1: If time is permitting and threat is not immediate, such as in the case of voluntary evacuations by Santa Barbara City or County Fire Personnel, parents will be notified that early pick-up is requested by SBMS within a specified timeframe.

Stage 2: If students are unable to be picked up within the specified timeframe or we need to evacuate the campus quickly, students and teachers will evacuate campus either by vehicle or on foot and wait for parent pick-up at the larger parking lot on the west end of the **Cabrillo Bath House, 1118 Cabrillo Blvd.** This location was chosen in collaboration with Santa Barbara City Emergency Services because it is removed from several congested areas, has relatively easy access to the freeway, and works well with the Riviera Association Emergency evacuation plan. Depending on traffic during an emergency, the arrival of students, teachers and parents at the Bath House may be delayed. However, this location is very safe, has bathrooms, food, and indoor access while students await parent pick-up. Faculty and staff will stay with students as long as necessary.

Stage 3: In the unlikely event that we do not have time to safely evacuate campus, we have been advised and are prepared to shelter in place. Due to its concrete construction design and wide buffer around the perimeter of the building, the campus is considered by Santa Barbara Emergency Services to be a secure location to take shelter, if necessary.

EMERGENCY ALERT COMMUNICATION

SBMS uses an automated voicemail and text message system to deliver important information to parents. We will send messages to the emergency contact phone number(s) that you provide to the school.

An emergency or disaster is a very stressful situation. Please make sure the school has your most current contact information. Be assured that your child is receiving the best possible care in the safest place with our well-trained Santa Barbara Middle School faculty and staff during an emergency.

If you have any questions regarding safety and or fire please feel free to contact Lilli Doner in the office at lilli@sbms.org or Health and Safety Director Victor Dominocielo at victor@sbms.org.

Parking Procedures

DROP-OFF AND PICK-UP IN THE LOWER PARKING LOT ONLY – NEVER ON ALAMEDA PADRE SERRA. The official entrance to our school is in the back of the building by the lower parking lot. It is essential that all parents drive to the lower parking lot for drop-off and pick-up. **Under no circumstance should students be dropped off or picked up on A.P.S. or in the upper visitor parking lot.**

FOLLOW THE DIRECTIONS OF THE PARKING ATTENDANTS. Teachers and parent volunteers will be on hand during drop-off and pick-up times to help direct drivers and maintain a safe and orderly environment. **Left-hand exits out of the driveway are strongly discouraged during peak exit time of 3:20 pm to 3:45 pm.** Your compliance with their directions is essential to smooth and safe transitions.

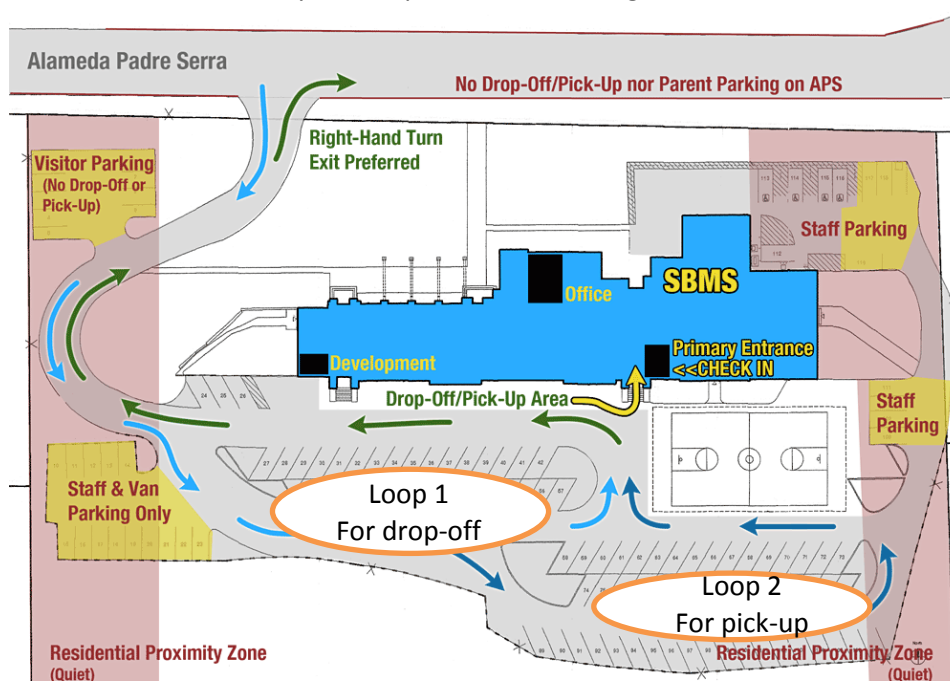
REMAIN IN YOUR VEHICLE while in the drop-off loop. Vehicles must be occupied at all times to ensure the smooth flow of traffic. If you need to leave your vehicle, you are welcome to park in the secondary loop in the lower parking lot.

PARK IN THE LOWER PARKING LOT ONLY – NEVER ON ALAMEDA PADRE SERRA. If you are visiting school, please make use of the ample parking available in the lower lot.

NO CELL PHONE USE IN THE PARKING LOT. Your full attention is needed at all times when driving through the lot. Please do not use cell phones unless you are parked.

COMMUNICATE WITH YOUR CHILD. Make sure your child knows who is picking him/her up. If you are at the front of the pick-up line and your child/carpool is not there within a reasonable amount of time, please drive around the loop so that the loaded cars behind you can exit. Please refrain from texting with your child during school hours.

ALWAYS DRIVE SLOWLY AND CAUTIOUSLY. Please obey the speed limit in the neighborhood on your way to and from school. Do not use your cell phone while driving.



THE SBMS DELI

Serving Morning and Afternoon Snacks Every Day!



Items can be purchased with a \$5-\$20 Deli Card.
Cards are available for purchase in the school office.

At snacktime, use your deli card to purchase a wide variety of foods and drinks. We offer fresh fruit and veggie cups, fruit parfaits, bagels and muffins. We also have chips, string cheese, nachos, warm pretzels, yogurt and more. Juices and sparkling waters are also available.

FREE, HEALTHY FINGER FOODS are donated each day by SBMS FAMILIES!

Fruits, veggies, crackers and cheese are just some examples of the yummy good foods your child can choose from each day – FOR FREE. You will be assigned a day to provide free snack prior to the start of school.

LUNCHES ARE ORDERED IN ADVANCE ONLINE!

SBMS is proud to work with Locally Grown Kids who provide a variety of healthy lunch choices. You can choose to order lunches 1-5 days a week, and lunches can be ordered online the night before or up to 2 months in advanced. Watch for the Fall Menu and ordering instructions on the school's website in August. In addition to having hot lunch delivered, the deli offers a colorful salad bar, pasta, nachos & more daily.

Please order lunch for your student or send lunch from home. Items that we sell at The Deli are expected to SUPPLEMENT a complete breakfast and lunch.

The SBMS Deli is staffed by **parent volunteers**. It's a fun job that gives parents a chance to see their children at school and to meet other parents. Please consider signing up for a weekly deli shift. You won't regret it!

**To sign up or with questions, comments or suggestions
contact our Deli Manager, Audrey Tognotti, at Audrey@sbms.org**

II. ACADEMICS & ELECTIVES

Academic Communication at SBMS/The Hub

SBMS is in the process of developing a new website during summer 2016. The new website will include an online portal for students and parents, called “The Hub.” Parents will be given login information during Diamond Day on Tuesday, September 6.

“The Hub” is an online resource that the school uses to communicate with students and parents regarding grades, missing assignments, and learning profiles. By improving communication between teachers, students, and parents, we give our students the ability to become more responsible for their own academic success while their parents still have the ability to be closely involved and guide their child’s education progress.

From the classroom to homework assignments, The Hub website offers parents an easy way to access the information that they need. Parents can quickly find information about their child’s classes, test dates, grades, homework, missing assignments, and much more.

We encourage you to contact your child’s teacher directly via email if you have questions or concerns regarding their academic or electives classes. Teachers are expected to respond to emails within 24-36 hours (excluding weekends and trips). While some teachers may respond to emails during evenings and weekends, SBMS does not require them to do so.

If you have questions about “The Hub” or need help accessing your account, please contact Anne at anne@sbms.org or 805-682-2989 ext 103.

Report cards are issued by the school office and mailed home at the end of each semester.

Daily Schedule

DIAMOND TIME

8:15 OPEN CAMPUS Diamond Time

MONDAY & WEDNESDAY

9:15 – 10:00 (Official School Start Time) Period 1

10:05 – 10:50 Period 2

10:50 – 11:05 SNACK BREAK

11:05 – 11:50 Period 3

11:55 – 12:40 Period 4

12:40 – 1:15 LUNCH BREAK

1:15 – 2:00 Period 5

2:05 – 2:45 Elective 1

2:50 – 3:30 Elective 2

TUESDAY & THURSDAY

9:15 – 10:15 (Official School Start Time) Period 1

10:20 – 11:20 Period 2

11:20 – 11:40 SNACK BREAK

11:40 – 12:40 Period 3

12:40 – 1:15 LUNCH BREAK

1:15 – 2:00 Period 4

2:05 – 2:45 Elective 1

2:50 – 3:30 Elective 2

FRIDAY

9:15 – 10:00 (Official School Start Time) Period 1

10:05 – 10:50 Period 2

10:50 – 11:05 SNACK BREAK

11:05 – 11:50 Period 3

11:55 – 12:40 Period 4

12:40 – 1:15 LUNCH BREAK

1:15 – 2:00 All School Town Meeting

2:05 – 3:30* Friday Electives

**Friday electives may run later into the afternoon. Parents will be notified in advance of ending time and pick-up locations.*

Diamond Time _____

Since our founding, SBMS has always worked to stay at the forefront of education and to “cut a groove” with adolescent education. The offering of “Diamond Time” is one of our most recent programs that reflects current brain research, sleep studies, and the needs of the developing adolescent child.

Although academic classes do not begin until 9:15 am, our campus is open at 8:15 am for a variety of optional enrichment activities. A student may arrive on campus to finish homework in our learning center, work on a computer project in the digital lab, meet individually with a teacher, or get creative in one of our music or art studios. We also offer off-campus activities that may include golfing, surfing, beach volleyball, swimming, yoga or rock climbing.

Many of our teachers who do not offer specific Diamond Time classes are instead available during this time for office hours. This is a good time for students (and/or parents) to meet with their teacher to address any concerns, missing assignments, or to discuss academic progress or study strategies.

Here is a sample of our Diamond Time offerings (these are subject to change):

	Monday	Tuesday	Wednesday	Thursday	Friday
Library	SSR* Quiet Study Hall	SSR* Quiet Study Hall	SSR* Quiet Study Hall	SSR* Quiet Study Hall	SSR* Quiet Study Hall
Math & Science Labs	Math Super Bowl	Mad Scientist	Kitchen Science	Office Hours	Math Super Bowl
Art Studio	Stained Glass	Printmaking	Decoupage	Beading	Watercolors
Performing Arts	Instrumental and Vocals	Rock Band	Electronic Music	Jazz Band	Instrumental and Vocals
Digital Arts	Google Earth	PhotoShop	Movie Making	Illustration	
Sports (Off Campus)	Yoga	Beach Volleyball (spring)	Rock Climbing	Golf Surf Team	Sunrise Swim Cycling
Other	Test Prep	Cooking	Community Service Club	Gardening	CNN Student News
Bike Monkeys	Open all week				
Language Lab	Spanish				

*Sustained Silent Reading

Creative Arts & Sports (Electives)

We believe that a complete middle school education requires a curriculum that allows for and encourages personal choice in the arts and in physical fitness. Our extensive elective program gives students this opportunity. Our program is designed to provide students with the resources and inspiration needed to reach their unique creative potential, engage in healthy athletic competition, and pursue their own personal fitness goals. The staff who teach these elective classes are passionate and experienced in their given fields.

Students select their own electives each quarter. We encourage students to choose one art and one sport each quarter. This process introduces students to eleven different electives each school year. Younger students benefit from some parental guidance, and we encourage parents to discuss elective offerings with their child before elective sign-ups take place at school. Look for elective choices posted on our website. As students mature, we encourage students to approach the selection process with more independence and autonomy.

Our goal is to have students select their electives based on genuine passion and interest. At times, social dynamics and friendships tend to influence student choices. We have learned that when friendships are the guiding force behind the selection process, students may miss opportunities for their own enrichment and personal growth.

Although we make an earnest effort to place every student in their first choice classes, it is just not possible to guarantee this placement.

SPORTS We offer **team sports in volleyball, soccer, basketball, and co-ed flag football**. For more information, please see *Team Sport* and *Sport Policy* on pages 23-24. We also offer fitness electives such as:

Beach Volleyball	Lacrosse	Ocean Sports
Field Sports	Martial Arts	Ultimate Frisbee
Yoga & Pilates	Mountain Biking	Track & Field

CREATIVE ARTS Our drama department is known throughout the community for its creative, energetic, and all-inclusive play/musical productions. Creative arts classes vary each quarter. A sample list includes:

Art Journals	Ceramics	Rock Jam Academy
Bike Mechanics	Guitar	Sewing & Beading
Chess	Movie Production	Teen Press Journalism
Drawing & Painting	Photography	Graphic Design

FRIDAY AFTERNOON ELECTIVES differ from Monday – Thursday electives. Students choose one class to participate in for the entire afternoon. Many of these dynamic classes have students arriving home well after the school day ends. A sample list of Friday electives includes:

Back-Country Hiking	Documentary Filmmaking	Ocean Sports
Beach Volleyball	Gardening & Recycling Club	School Newspaper
Cricket	Mountain Biking Club	Surf Team

Team Sports

The emphasis of the athletic department is geared towards creating a positive experience for all student participants, rather than on winning at any cost. Coaches instill and promote enthusiastic and supportive environments for players to develop and implement their athletic skills on the field. SBMS' "all-play" philosophy creates an atmosphere where players feel comfortable trying new athletic endeavors and are encouraged to participate in sports that they may not have considered playing previously.

SPORTS SCHEDULE

SBMS offers team sports each of the four quarters throughout the year. If a student wishes to participate in a sport, he/she just needs to sign up. There are no cuts; everyone who signs up plays! A student can sign up for a team sport when they choose their Monday through Thursday electives each quarter.

FALL SEASON (Sept. to Nov.): BOYS SOCCER & GIRLS VOLLEYBALL

WINTER SEASON (Nov. to Jan.): BOYS BASKETBALL & GIRLS SOCCER

SPRING SEASON (Jan. to March): BOYS VOLLEYBALL & GIRLS BASKETBALL

SPRING INTRAMURALS (April to May): CO-ED FLAG FOOTBALL

GAME SCHEDULE

Participating in a team consists of attending practice at SBMS Monday through Thursday during the last period of the school day (2:50 pm-3:30 pm) and playing in games after school. Games are scheduled on Tuesdays and Thursdays throughout the season. However, on rare occasions such as make-up or tournament games, the games may be scheduled on other days excluding weekends.

Games are scheduled to begin at 4 pm and generally end around 5 pm and are played against other local junior high schools (Crane, Laguna Blanca, Marymount, Mt. Carmel, Notre Dame, Ojai Valley, Providence, and St. Raphael's) either at the opponent's or SBMS' campus. All soccer and flag football games, however, are played away from SBMS since our field is not regulation size. Coaches will distribute a schedule of games consisting of dates, times, and locations to parents via email at the beginning of the season and let them know of any changes throughout the season.

UNIFORMS

Students who participate in interscholastic team sports will be given a uniform prior to the first game of the season and will be required to maintain that uniform and wear it to every game of the season. Uniforms need to be washed and returned to the coaches at the end of the season. Uniforms that are lost or not returned will incur a \$60 fee in order to replace the uniform.

TEAM PARENTS

SBMS is always looking for parents who are interested in helping coach or being a team parent to help organize a snack and driver schedule for games. If you are interested, please contact Jake Lindelof (jake@sbms.org).

Sports Policy

Please read the student guidelines and expectations for our sports and recreation electives below. We look forward to a great season of sports and active recreation!

TAKE CARE OF YOURSELF

- Arrive at class on time and ready to play or work out.
- Wear appropriate athletic clothing for all sports and recreation classes.
*To be eligible to play on game day, complete uniforms **must** be worn for all competitive team sports (volleyball, soccer, basketball, and co-ed football). Complete uniforms consist of a team jersey, shorts, socks, and proper shoes. No jeans or flip flops.*
- Wear appropriate shoes for the sport or class in which you are enrolled. We recommend that you bring an extra pair of athletic shoes to keep in your locker.
- Drink water and keep yourself hydrated.
- Keep a calendar of the games at home so you are organized and ready to play on game days.

TAKE CARE OF OTHERS

- Sign up for a team sport and you will make the team and play! (We encourage all ability levels on all of our sports teams.)
- Engage in positive sportsmanship – high fives, encouraging comments, and cheering from the field and sidelines is our expectation.
- Commit to attending and playing in all games. The team needs active and committed players to be at their best.
- Demonstrate flexibility when it comes to play time and positions.
- Play fair. Respect all players, coaches, and referees.
- Model SBMS leadership and sportsmanship on and off the court/field.

TAKE CARE OF OUR PLACE (EQUIPMENT AND FIELDS)

- Care for and clean your uniform after each game. You will be responsible to turn in your jersey/uniform at the end of your sport's season. Students will be fined for missing uniforms.
- Bring your complete uniform with you to school on game day (jersey, shorts, socks, and shoes) and be ready to play.
- Help with set-up and break-down of equipment on the court and on the field.
- Help with clean-up after games.

Independent Activities

Students may choose to participate in activities which occur outside of school to fulfill certain elective requirements. These activities can be either an Independent Sport or an Independent Art.

The school and the parents or legal guardians of the student must approve these substitute activities. The independent activities must meet the following requirements:

1. The student must be under direct supervision of a qualified instructor.
2. The instructor must provide the following:
 - Grade
A, B, C etc.
 - Work Habits & Cooperation
4= Excellent, 3=Satisfactory, 2=Needs to Improve or 1=Unsatisfactory
3. The Independent Sport minimum requirement is 200 minutes every ten school days for grade 6, and 400 minutes every ten school days for grades 7-9.
4. The Independent Art minimum requirement is 200 minutes every five school days for all grades.

Students participating in this program may leave school at the beginning of Elective 2 (2:50 pm) Mondays through Thursdays. Or, they may choose to remain in school until 3:30 pm and take another elective class here if their independent activity is after school hours.

Independent activities enrollment forms are available in the SBMS Main Office.

For more information, please contact Lilli Doner, Program Coordinator, at (805) 682-2989 or lilli@sbms.org.

SBMS AFTER SCHOOL HOMEWORK CLUB

Need an innovative study space do your homework after school?

Need extra tutoring assistance in your academic classes?

Do you prefer completing your homework before you get home?

Then join the Homework Club!

WHO:	SBMS students
WHAT:	A quiet study space with available tutoring from SBMS faculty. The Club keeps the student-to-faculty ratio small to ensure that each student receives quality attention. A small snack and drink are provided.
WHEN:	Monday – Thursday afternoons / 3:30pm – 5:00pm
WHERE:	SBMS Library
COST:	\$25 per drop-in session / 10% discount for advance quarterly enrollment
CONTACT:	Teresa Jamison/ teresa@sbms.org

More information and registration for the Homework Club will be available at Diamond Day on Tuesday, September 6, 2016, 2-6 pm.

III. COMMUNITY

Letter from the Dean of Students

Welcome to our Santa Barbara Middle School community and our educational journey into a world of learning and wonder. It's an adventure every step of the way from classrooms and computers, to trails and trails, from increasing independence to social interdependence.

My role as Dean of Students is to support students and families along the journey. I am always available to listen, to answer questions or to seek solutions from the general to the specific, and to act as a guide throughout the year.

I have worked with students in various educational settings for 40 years. In Kenya, I served for two years as headmaster of a rural school. I was co-founder of Dunn Middle School in Santa Ynez Valley and served there as teacher/director for eleven years. In Thailand, I worked as a teacher-trainer program supervisor in refugee camps for the U.S. State Department, and I've been here at SBMS for twenty wonderful years. For decades, I've led trips with students on all continents near and far, and across the U.S.A., exploring a variety of cultures on bicycles and on foot.

There's nothing better than a good question. Perhaps it's a logistical question, an academic inquiry, or an idea that needs sharing. When considering all programs and activities offered through SBMS programs, there should be a lot of questions: the *what, where, how, when, why* of our school community. Knowing *whom* to contact is oftentimes the most important. The **Communication Procedures on page 11-12** is a guide that will help parents in their communications with our school and staff.

For questions relating directly to the classroom or to a specific academic course, we ask that parents contact their child's teacher. Questions on grade-level classes, performance or overall grade-level experience should be directed to the dean for a specific grade:

- 6th Grade: Jenna Newburn, jenna@sbms.org
- 7th Grade: Marco Andrade, marco@sbms.org
- 8th Grade: Jesse Wooten, jessew@sbms.org
- 9th Grade: Russ Lewin, russ@sbms.org

Our community continues to evolve, both on social and technological levels. We continue to examine our policies regarding behavior, dress, and use of technology, and how these impact our overarching mission of education and personal growth.

For more broad programmatic issues, and especially for social/personal issues, please feel free to contact me with questions or concerns. Drop by my office for a conversation on most any topic, especially the education of our children, which is the most important thing we do.

To the journey,

Jim Brady
Asst. Head of School
Dean of Students & Faculty
805.682.2989 x237 office | 805.448.8070 mobile | jim@sbms.org

Three Simple Rules

These rules represent our SBMS social contract, how we relate to others, and how we relate to our SBMS community.

1. TAKE CARE OF YOURSELF

- Attend all classes and be on time.
- Stay within all school boundaries during school hours.
- Do not use or possess drugs, alcohol, or cigarettes on campus or during any school-sponsored event or trip.
- Dress in a way that protects you, both physically and socially.

2. TAKE CARE OF EACH OTHER

- Use polite and respectful language in your verbal, non-verbal, and digital communications.
- Find and acknowledge the best in every person.
- Protect each other from harassment and bullying.
- Respect personal property of others.

3. TAKE CARE OF THIS PLACE

- Leave every place cleaner than you found it – in the classroom, around our school, and on the road.
- Respect and care for the property of SBMS.
- Help care for our environment by putting trash, recycling, and composting in the right place.

Social & Harassment Policy

Santa Barbara Middle School's core principle is one of **Respect: Respect Oneself, Respect Others, and Respect Place**. As in much of life, it is about the journey along the path rather than arriving at a destination. Respect is a matter of process – creating and nurturing an environment of care.

We know that in any community there will be instances of social friction, times when people do not get along. When such instances become a pattern, then it moves into the realm of bullying and harassment.

Our approach at SBMS in responding to issues of bullying and harassment is founded in our definition of bullying, which we take from a restorative justice perspective. The restorative concept of bullying and harassment, including sexual harassment, is defined as a pattern of intentional harm done over time, taking physical, verbal or proxemic forms. The last form may translate into exclusion through social or personal distance.

We also recognize there are many definitions and elements of bullying:

- Bullying can involve direct or indirect behaviors.
- Direct behaviors, such as teasing, taunting, name-calling, put-downs, threatening, hitting, or stealing, inflicted by one or more persons against a victim.
- An example of an indirect bullying behavior is the intentional exclusion of someone from the peer group.
- Whether direct or indirect, a key characteristic of bullying is that the intimidation happens repeatedly over time, creating a pattern of harassment.

A restorative concept of discipline approaches the issue from a community perspective, focusing on conditions that encourage respect, while discouraging bullying among all members of the community.

When bullying occurs, actions by the school are focused on the goal of stopping the behavior as well as restoration and reintegration for all parties. Actions and restorative steps to be taken could include:

- A meeting will be held with all persons affected by the bullying, which may include the person harmed by the behavior, the person who harmed them, and members of the community. However, the person harmed may not be comfortable in such a setting, which can lead to further victimization. In these cases, a series of one-on-one restorative meetings would occur.
- A private meeting with the person harmed to hear their story, create a safety plan, and explore what needs to be done to improve the situation, using an agreement if appropriate.
- A private meeting with the person who performed the harmful act to gather their perspective, explore their motivations and the hurt their actions caused; to encourage self-reflection, responsibility-taking, and new positive actions in the present and future; and to plan ways to improve the situation, using an agreement if appropriate.
- A follow-up meeting with both parties to share ideas and agreements, and to plan for the future.
- Further, an analysis of environmental variables that might have contributed to the bullying and harassment. Do such incidents occur in certain contexts, within or between certain groups of students, in specific locations and/or at certain times of day? Are there contextual or systemic variables which spark or reward bullying behaviors?
- A copy of the *SBMS Sexual Harassment Policy for Student Protection* is available upon request to parents/guardians by contacting the Assistant Head of School Jim Brady at jim@sbms.org.

Social & Harassment Policy cont'd. _____

Each student and all parent(s) or guardian(s) must sign and return this form to the school office.

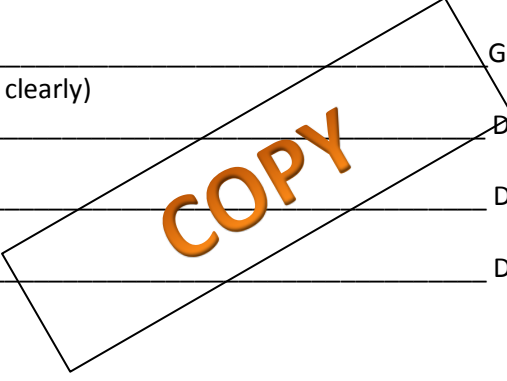
I have read and understand and agree with the SBMS Social & Harassment Policy.

Student Name: _____ Grade: _____
(print clearly)

Student Signature: _____ Date: _____

Parent Signature(s): _____ Date: _____

Parent Signature(s): _____ Date: _____



Student Clothing Policy

The middle school years are a time of great change. At SBMS, our purpose is to aid in these transitions with support and guidance. Fashion can be a forum to express individuality and discuss social norms. We have established a student clothing policy to aid in the conversation; instead of just rules and rulers, we have an opportunity to engage our students in the decision-making process.

Attire at SBMS is casual and students are encouraged to select their own style of dress. However, students are expected to use good judgment and dress appropriately for a school setting. Below is a list of guidelines to help students dress appropriately for a day at SBMS.

- Athletic attire is required for sporting activities (ex: close-toed shoes, etc.).
- Expedition attire is required for outdoor education activities (see packing lists).
- Clothing must not be offensive and not reference violence, profanity, drugs, alcohol or tobacco.
- Undergarments (i.e. bras/boxers) should not be visible.
- Clothing should not be transparent or expose the bottom, midriff, or cleavage.

Specific faculty members have been designated to make suggestions and offer guidance about appropriate choices for school attire to students on an individual basis. If students continue to make inappropriate clothing choices, the issue will be brought to the Dean of Students.

This is an evolving conversation. We realize what is deemed appropriate may vary widely from household to household. In the confluence of home and school, we will continue to work toward a clothing philosophy that is inclusive of the values of our entire community.

Each student and all parent(s) or guardian(s) must sign and return this form to the school office.

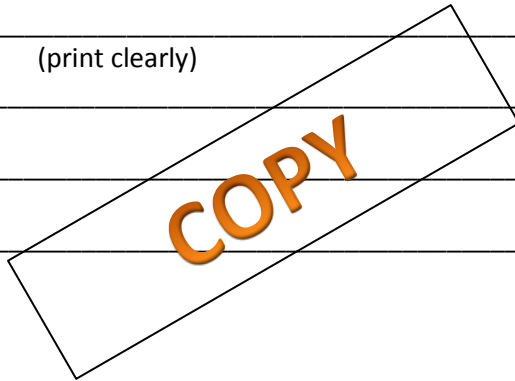
I have read, understand and agree to follow the SBMS Student Dress Policy.

Student Name: _____ Grade: _____
(print clearly)

Student Signature: _____ Date: _____

Parent Signature(s): _____ Date: _____

Parent Signature(s): _____ Date: _____



Technology & Media Policy

SBMS Student Digital Citizenship

The world around us is rapidly changing. Digital technology brings data and content to our fingertips faster than ever before. The Internet can be a beautiful and exciting place full of opportunity, but it can also be unsafe. This *SBMS Technology and Media Ethics Policy for Students and Parents* is written with both the learning and the safety of our community in mind.

SBMS provides access to digital technology to promote learning and expects users to exhibit good “digital citizenship.” The SBMS Digital Citizen must follow the three cardinal rules of our community: take care of yourself, take care of each other, take care of this place.

Digital technology and media include any of the following:

- Desktop, laptop and tablet computers
- Phones & wearable devices
- Digital music players and cameras
- Software and applications
- The school network, the Internet or any social networking medium

Appropriate use of digital technology:

- Computers and other personal digital devices at school are for learning purposes.
- Technology may be used only when approved and supervised by a staff or faculty member and guided by the SBMS Technology & Media Ethics Policy For Students and Parents.
- Teacher permission and supervision is required for utilizing approved educational games or viewing YouTube and other video sites.
- Any technology use at SBMS is subject to teacher inspection—privacy is not to be expected at school.
- Respect copyright: follow guidelines and cite your sources, request permission from the owner if necessary, and do not copy or share music or other media in a manner that violates their license.

Inappropriate use of digital technology includes:

- Using digital technology to threaten, intimidate, harass, or ridicule other students or staff.
- Assuming or altering someone's online identity, including login, contacting others and posting as another user.
- Accessing, posting, forwarding, texting, submitting, publishing, or displaying inappropriate content that is threatening, obscene, libelous, slanderous, disruptive, unlawful, or sexually explicit.

Technology & Media Policy cont'd.

- Harassing, discriminating, or disparaging of others based on their actual or perceived sex, gender, ethnic group identification, race, national origin, religion, physical or mental disability, age, sexual orientation, or political beliefs.
- Using digital technology to encourage the use of drugs, alcohol, or tobacco, or promoting unethical practices or any activity prohibited by law, board policy, or school regulations.
- Intentionally uploading, downloading, or creating computer viruses and/or maliciously attempting to harm or destroy school equipment or materials, or manipulating the data of any other user, including so-called "hacking."

Consequences

The guidelines above are designed to enhance learning and protect and respect all members of our SBMS learning community. Failure to honor these guidelines may result in disciplinary action, including warnings, restriction of access, confiscation of hardware, suspension from school, and/or legal action.

Let's explore the world of learning and wonder through the privilege of appropriate technological use.

SBMS Parent Digital Citizenship

Santa Barbara Middle School requires that technological resources provided by the school and/or parents or used on school property be used in a responsible manner and to support the instructional program for the advancement of student learning. The purpose of this document is to provide SBMS parents with the policies and procedures regarding responsible use of any technology owned, hosted or licensed by the school, and responsible use of any personal digital devices brought to school by students. This document reflects the expectations of the faculty, staff, administration, and board of trustees that all SBMS students will conduct themselves at all times in a manner that enhances and perpetuates the program and mission of SBMS.

The school employs best practice solutions and standards to providing Internet safety by employing active hardware and software-enabled website and content filtering; however, SBMS cannot guarantee all Internet data will be restricted for viewing by students at all times. Filtering is limited to devices that utilize School wired and wireless connectivity such as laptops and pad-style computers, but cannot affect Internet access via cell technology provided by parents. Because of this, one of the cardinal SBMS student tech policies is that tech must be used with permission and under supervision of faculty and/or staff as an added layer of safety in addition to the filtering.

Because access to the Internet provides connections to systems, sites and applications including e-mail, chat rooms, and social networking sites with little regulation, student technology users (and parents of student technology users) must understand that neither SBMS faculty or school staff members can fully control the content of the information available.

The School does not allow the unrestricted use of phones, particularly “smart phones” (i.e., phones with computational capabilities enabling Internet display and interaction), including wearable devices, which by their nature (particularly: small size) are extremely difficult to monitor and regulate. The school recognizes that parents may deem the risks of use (e.g., exposure to offensive online materials, bullying, stalking, etc.) to be offset by the advantages of family communication, appropriate digital interactivity, and access to emergency services. Even if that is the case, the school reserves the right to protect its other students, faculty and visitors by regulating the use of digital devices, including confiscation of the device, until the end of the school day.

Students are allowed to use personal digital devices at school only with the permission and supervision of an instructor in conjunction with a specific school activity or assignment or to communicate with parents/guardians.

We ask that the parents, as providers of hardware, accept responsibility for what students bring to school. Under the best control and supervision, we still cannot prevent students from accessing the Internet. There is a wide range of what parents find appropriate. We will continue to articulate what is appropriate at SBMS. Digital technology intersects school and home life. We encourage our parents to share information, talk to each other and discuss the appropriate role of technology in your home as well as at school.

Technology & Media Policy cont'd. _____

Student and Parent Agreement

Each student and all parent(s)/guardian(s) must sign and return this form to the school office.

I have read and understand the *SBMS Technology & Media Ethics Policy for Students and Parents* above, and I agree to the provisions and conditions of the policy as stated.

Student Name: _____ Grade: _____

(print clearly)

Student Signature: _____ Date: _____

Parent Signature(s): _____ Date: _____

Parent Signature(s): _____ Date: _____

COPY

Digital Learning Opportunities for New Students

As Santa Barbara Middle School prepares for another exciting year, we are happy to announce the extension of our “Digital Learning Opportunities” initiative for incoming students. This technology initiative is designed to provide a *designated* laptop for every student during school hours, with the additional option of purchasing or leasing a discounted unit for those families who are interested in acquiring a laptop that can also be used at home.

Digital Opportunities

Middle School philosophy is founded upon the exploration and development of relevant, rigorous and rewarding curriculum in the classroom, throughout our communities, and out on the road. SBMS will continue to provide the tools, the forum, and the environment to help our students meet the challenges of the 21st century world, working together with you to leverage the resources and wisdom of our community. As SBMS embraces the best elements of digital citizenry, we also remain strongly committed to teaching our students how to *unplug* from the digital world, seize opportunities for self-discovery, and build authentic relationships.

Devoting our resources to stretch yours, a substantial portion of SBMS’ student technology budget will be used to give our students 1 to 1 access to computers at school, and also provide families a range of choices to acquire a laptop at discounted prices.

Similar to our programs in previous years, we plan to offer brand new 13" MacBook Pro and/or MacBook Air laptops (specs listed below*), which include a 3-year AppleCare warranty, word processing, presentation, spreadsheet as well as photo and video editing and software. In addition, students will have use of other SBMS-licensed software while they are enrolled, including the Adobe Creative Suite, making the package worth over \$1400.

If you would like to provide your own computer, please plan for it to be a less-than-3-year-old MacBook Air or MacBook Pro laptop. We have standardized our software suites and can only provide support for a restricted range of computers, and have determined that these models are the best fit for our curriculum and resources.

See the accompanying document (“Digital Learning Opportunities Plans and Costs”) to review the plans that will be available for you and your family. *We will be contacting you again in July to ask you to commit to a plan.* In August we’ll schedule appointment times during the weeks of August 22nd and 29th, so that students can have the laptops in their hands by the first day of the academic year.

We are sensitive to those of you who do not feel that you can afford another expense. We know you are expected to provide equipment to allow your student to survive and thrive in our rigorous Outdoor Education program, and that we promised no extra fees. For those of you are not prepared to cross this digital threshold for whatever reason, your child will be able to use a school-owned laptop on campus during the school day.

As always, if you have questions or need more information, please contact me at david@sbms.org to discuss what we can do to make this work for you.

Thanks, and with warm regards—
David Teton-Landis, Director of Educational Technology

DIGITAL LEARNING OPPORTUNITIES PLANS AND COSTS FOR 2016-17

We are offering one of two fast, powerful, 13" MacBook laptops* (specs below), that include a 3-year AppleCare warranty, word processing, presentation, and spreadsheet software. In addition, students will have use of other SBMS-licensed software while they are enrolled, including the Adobe Creative Suite, making the package worth over \$1400.

Please choose a machine:

- 13" **MacBook Pro** laptop¹
- 13" **MacBook Air** laptop²

We are offering two different options for families to obtain laptops that students can bring home as well as use at school. They can be paid in a lump sum each year or added to your tuition payment plan. The leases convert automatically to ownership, and include whatever time remains on AppleCare.

*Please review the options, and decide what will work for you. **In July we will contact you for your choice, and in early August schedule a meeting with you to complete the contract and set up the computer, during the weeks of August 22nd and 29th.***

1. **Purchase** (one payment) for \$1050.
*Commit to payment in full to receive the greatest **discount of 25%**.*
2. **Annual Lease** for \$575 per year (2 years = \$1150 = purchase).
*Lease for 2 years to receive a **discount of 18%**.*
Ownership reverts to you after your last payment.
Or:
3. **We have our own Apple laptop, thanks.**
4. **We would like our student to use a dedicated laptop for use at school only; we will provide a compatible computer for use at home.**

¹MacBook Pro** specs: 2.5GHz Intel Core i5 CPU, 4GB RAM, 500GB Hard Drive, 8x CD-DVD Drive, with Thunderbolt, 2@USB-3, FireWire 800, Ethernet, SDHC (photo/video card), headphone and digital audio ports, and charger.*

²MacBook Air** specs: 1.6GHz Intel Core i5 CPU, 8GB RAM, 128GB flash storage, with Thunderbolt, 2@USB-3, SDHC (photo/video card), and headphone ports, and charger.*

IV. FOR PARENTS

Parent Association

On behalf of the Parent Association of Santa Barbara Middle School, welcome to the 2016-2017 school year! As your child commits to a year of taking advantage of all that SBMS has to offer, I encourage all parents to also dive into Middle School. By involving yourself in SBMS, you will not only be supporting this incredible school and your child's education, you will also develop friendships that you will cherish for years.

The purpose of the Parent Association is to promote communication between SBMS faculty, staff and families, to enrich our school community through social events and volunteer efforts, and to inform and educate parents at monthly Parent Association meetings. All SBMS parents are automatically members of the Parent Association. Our monthly meetings are a great opportunity to stay connected, and each month will feature a presentation on a different topic of interest to parents of teenagers.

Some of the activities that the PA will be organizing this year:

- Monthly PA meetings with timely topics and engaging speakers
- Parent parking lot coffee gatherings each month
- Volunteer opportunities for parents and families
- Grade-specific family gatherings several times a year
- SBMS Community Movie Nights with family appropriate, thought provoking films
- Support of Homecoming, Songfest, Auction and Rites of Passage
- SBMS Cares assistance to families with short term need of meals, rides, etc. when dealing with illness, birth of a new baby, or other family disruptions.

Whether you choose to drive students to off-campus activities, bake healthy snacks for the Deli, assist with decorations at Homecoming, or just attend Parent Association meetings, please join me in embracing our school. Carpe Diem!

Below are your 2016-2017 PA Officers and Grade Representatives. Please reach out to any of them with questions, suggestions, or offers to get involved!

PA Officers

Chair

Heather Copp (Charlotte 9th)
heathercopp@yahoo.com

Vice Chair

To Be Determined

Secretary

To Be Determined

Mentor Family Liaison

Angela Siemens (Blake 8th,
Nicholas 7th)
asiemens@cox.net

Songfest Liaison

To Be Determined

eScrip and Axxess Book

Lauren Kenly (Ella 8th)
lakenly@gmail.com

Community Outreach Liaison

David Larsen (Fletcher 8th)
drl62@cox.net

Volunteer Administrator

Stacey Voigt (Emma, 9th)
staceyvoigt@gmail.com

Homecoming Chairs

Elise Fields (Rowan 7th)
elisaanderic@msn.com

Romina Banan (Aidan 8th)
romard95@yahoo.com

Auction Chairs

To Be Determined

Nutrition Liaison

Melissa Christou (Nico 8th)
melissa@coclubs.com

Garden Liaisons

Aira Harris (Zach 9th, Noah 9th)
pacificaira@gmail.com

Julie Peyton (Jonny 8th)
jhazard@cox.net

Hospitality Chairs/Teacher Appreciation

Nicole Young (Aidan 9th)
nicoledy@aol.com

Co- Chair, To be determined

Amy Maloney (McKenna 8th, Morgan 8th)
Kieranamy@mac.com

Sunrise Swim Donut Guild Liaison

Stacey Voigt (Emma, 9th)
staceyvoigt@gmail.com

Movie Nights Liaisons

Monica Epstein (Grayson 7th, Weston 7th)
monica.epstein@mac.com

Erin Featherstone (Reina 8th)
erinfeatherstone@hotmail.com

SBMS Cares Liaison

Julie Hayashida (Caden 8th)
julie.hayashida@gmail.com

6th Grade Class Representatives

Lisa Fuhrer (Anna 6th)
lisa.fuhrer@gmail.com

To Be Determined

To Be Determined

7th Grade Class Representatives

Tiffany Foster (Rockwood 7th)
tiffany@foster.net

Elise Fields (Rowan 7th)
elisaanderic@msn.com

To Be Determined

8th Grade Class Representatives

Kim Cantin (Lauren 8th)
cantinkim@aol.com

Nina Gelman-Gans (Eliana 8th)
ronandnina@cox.net

9th Grade Class Representatives

Melissa Cunningham (Riva 9th)
Melissapaine07@gmail.com

Lori Amerson (Kendall 9th)
lamerson@cox.net

Aira Harris (Zach 9th, Noah 9th)
pacificaira@gmail.com

I look forward to seeing you and your family at SBMS. Please feel free to contact me if you have any questions or if I can be of assistance in any way.

With gratitude,



Heather Copp
 SBMS Parent Association Chair
heathercopp@yahoo.com

Volunteering & Fundraising

At SBMS, our community is the foundation of our school and creates the magic on which a SBMS experience is built. It starts with “The Deal” when students pledge to put forth their best attitude and effort every day. In return, faculty and staff commit themselves both in and out of the classroom to cultivating each student’s academic and personal growth. As parents, you are part of another essential layer of our community. We invite you to make Middle School your school by getting involved in a way that is meaningful to you.

VOLUNTEERING

There are countless opportunities to volunteer at SBMS, ranging from assisting in a class or coaching a sports team, to helping with school plays, gardening, or serving in the Deli. Parents also lend specific areas of expertise, such as architecture, legal, and construction management. Do you have a special interest or skill to share? We want to know about it! We greatly appreciate your time and generosity.

Parent Association (PA). All parents are automatically members of the SBMS Parent Association, and open meetings are held monthly. We invite you to participate in the leadership of the PA or in one of the many committees needed to plan community-building events such as Homecoming, Songfest, and our Spring Dinner & Auction.

FUNDRAISING

Participating in fundraising is one of the many important – and necessary – ways you can help SBMS. Like most independent schools, we charge less in tuition than it actually costs to educate a student. The support of our parents, trustees, faculty/staff, grandparents, alumni, and alum parents enhances every student’s experience at SBMS. We are deeply grateful for your generosity.

Annual Fund. Our Annual Fund runs every fall and meets the direct and immediate needs of the school, benefiting each and every student. This fund contributes approximately seven percent of the school’s operating budget and gives you the option to make a tax-deductible contribution at a level that is comfortable for you. We ask all of our current families, trustees, and faculty/staff to donate to the Annual Fund, and are proud to have achieved 99% participation or higher over the past several years.

eScrip. You can easily help SBMS throughout the year is by signing up for eScrip. When shopping at Vons or making purchases with your debit or credit cards, you can earn free money for SBMS.

Spring Dinner & Auction. One of our main community events, our Spring Dinner & Auction supports school-wide needs, allowing us to fund priority projects and innovative learning opportunities. We welcome all parent participation in making it a successful and fun evening.

Access Initiative. The Access Initiative ensures that students with the greatest need will be able to experience an SBMS education. SBMS is committed to making a difference to families in our community and enhancing the diverse and dynamic learning environment at our school.

Capital Giving & Endowment. Capital giving helps to preserve and enhance SBMS for the future, whether in support of our exceptional faculty, our innovative curriculum, endowment, or our historic and beautiful campus. Capital gifts can be pledged over several years.

If you’d like to get involved or learn more about how you can contribute, please contact Christine Bergamin, Development Director, at christine@sbms.org.

The Inside Scoop: Parent's Guide to SBMS

Like any community, Santa Barbara Middle School is full of traditions, events, and sayings which are unique to our school. As a new parent or student to SBMS, we know it may seem overwhelming to understand it all – so this is a guide written by the Parent Association to help you navigate your way!

ACADEMIC FAIR – Every winter our students share their classroom explorations, which often include Documentary Film, Robotics, Authors Alive, Catapults and many other projects over the course of two evenings we call Academic Fair. One evening is dedicated to 6th and 7th grade projects and another evening is dedicated to 8th and 9th grade projects. These evenings usually take place in mid-February prior to Presidents Day weekend.

BIKE MONKEYS – These are our student-trained bike mechanics: proficient at bike tune ups, fixing flat tires, and administering bicycle safety checks. They are true mentors and leaders on all of our biking expeditions. Bike Monkeys is an elective class open to all interested students.

CAMPFIRES – Many people say that the experience of a campfire is at the school's heart and center. Each night on our expeditions, we gather at the fire to share songs and stories of the ancient past or from earlier that day. We can't describe every detail of a campfire, but often they are very unique and the only real way to understand one is to experience it.

CAREER STUDY WEEK – Career Study Week is a Santa Barbara community-wide work-study program in which every 7th and 8th grade student works in a real job of their choosing for one week in mid-November. Career Study Week is held eight days before Thanksgiving Break (Wednesday – Tuesday), and within those eight days your child may pick any five days to work five hours per day.

Career Study Week is a required program and each student needs to complete his/her 25 required hours within these designated seven days. Career Study Week runs concurrently with the Parent/Student/Teacher Conference week in November. Students are excused from their work-study job to attend their own conference. During this week, sixth grade students stay together as a class and are introduced to a variety of careers through field trips, guest speakers, and community service projects. Ninth grade students perform one week of community service in a variety of non-profit organizations, including the Friendship Center, Unity Shoppe, Storyteller Children's Center, and Teddy Bear Cancer Foundation. They will receive credit for the community service hours required for high school graduation.

CAREPOOL – The SBMS CarePool is a Parent Association program designed to help our fellow SBMS families and staff who may be dealing with illness, birth of a new baby, misfortune, or other significant family disruptions. Volunteers of CarePool may be asked to provide and deliver a meal or help with carpooling and transportation. You can sign up to be a CarePool volunteer via the summer volunteer survey, or by contacting Heather Copp at heathercopp@yahoo.com.

CONFERENCES – We hold Parent/Student/Teacher Conference during Career Study Week before our Thanksgiving break every year. We devote time and resources to each student and their parents to meet with all academic teachers for a half hour to discuss academic strategies for success. Conference schedules are arranged by Lilli Doner in the front office.

DELI – Students who purchase a Deli Card in advance from the office can use their card to buy healthy snacks and refreshing drinks at break and lunch time. Additionally, families can pre-order lunches from

Locally Grown Kids. Families can choose to purchase lunch one day or all five days of the week. During morning break, the school provides free healthy food where all students can get a nourishing snack.

DIAMOND DAY – This is an optional information and orientation day for parents where families can drop off paperwork; meet the Parent Association and sign up to volunteer; buy SBMS t-shirts and merchandise; connect with our Bike Monkey team for a quick bicycle check-up; and visit Whit’s Warehouse to shop for outdoor gear. Families can also check out our fall elective offerings; chat with our Director of Technology about our one-to-one laptop program; and meet SBMS teachers and other new and returning families. ***Attendance is recommended for new parents and encouraged for returning parents.***

DIAMOND TIME (DT) – This is a great way for our students to start their day! Diamond Time is an optional enrichment period that is available every morning from 8:15 am to 9:05 am, which allows students to start their day engaged in an activity of their choice. Students can choose each day from a variety of classes, including yoga, study hall, math labs, instrumental music, drawing and painting, and beach volleyball. Students may also opt to sleep for an extra hour to aid their adolescent bodies and brains and arrive at school at the official 9:15 am start time.

FRIDAY ELECTIVES – Friday electives differ from the Monday through Thursday electives in that students choose just one high-interest class for the afternoon. Some Friday elective classes will be dismissed at the usual 3:30 pm dismissal time, whereas other classes such as mountain biking, hiking, or golf may take students off campus and return at 5 or 6 pm.

GIRLS TOWN/BOYS TOWN – While in camp on our expeditions, the campsite is divided into girls’ town, where all of the girls’ tents are located and boys’ town, where all of the boys’ tents are located.

GO-AROUND – This is the traditional way we conclude most of our meetings, from faculty meetings to the Friday Town Meeting. It is also the pinnacle of our campfires. The Go-Around is an opportunity for individuals to share authentically and from the heart while in a safe and respectful circle of their peers.

HOMECOMING – We don’t celebrate a football victory, but we do celebrate the energetic and dedicated accomplishments of our students on their return from the Fall Expedition. Organized by our Parent Association, parents and siblings (and family pets!) line the entryway with colorful signs welcoming their traveler home as they ride in from their first expedition. It is a touching ceremonial cornerstone of Middle School culture. Don’t miss this and be sure and bring your Kleenex.

HUB –Each student and parent has his/her own login to “The Hub” website. This is your “one-stop” place to access the latest in school news, the SBMS Directory, school calendar, and much more. Teachers use the Hub to post homework, due dates, assignment specifics, test dates, grades, and individualized, anecdotal notes to students and parents. Students and parents should make it a habit to check The Hub each day. For more details about classroom use, see the *Academic Communication at SBMS/HUB* page of the Community Handbook.

KIVA – Borrowed from the Hopi/Pueblo Indian traditions, the kiva is our sacred outdoor gathering circle reserved for significant events that take place at Middle School.

LOWER SCHOOL /PLYMOUTH VILLAGE – The 6th and 7th grades are referred to as the “Lower School” or “Plymouth.” The “Plymouth” name refers to the spirit of our founding fathers and new beginnings as a country.

PARENT ASSOCIATION (PA) – The PA is our dedicated leadership team of SBMS parents. We encourage all parents to connect and become involved in some way, large or small, in our Parent Association. ***All parents are automatically members of the Parent Association.***

PUJA – SBMS has borrowed the puja from Himalayan tradition, which is a ritual that marks the “beginning of a new journey.” Before every new journey that SBMS embarks upon, you will see the school community circled up to focus on the activity or journey ahead, visualizing a safe return.

rites of passage – This is our graduation ceremony for the 9th grade class and is held every year at Elings Park. Each student chooses someone to speak for them, and these speakers emphasize the tremendous growth they have witnessed in the student during their years at our school. This event is hosted by the 8th grade class. The entire school is invited to attend.

SAG WAGON – This is a support vehicle for cyclists on our expeditions. We typically have two vehicles on the road supporting our cyclists with extra water, snacks, first aid, and moral support.

SCHOOL LOGO/DIAMOND IN A WHEEL – Our school symbol represents our four-sided curriculum: Academics, Creative Arts and Sports, Outdoor Education, and Community. Education begins on campus with challenging academics, and creative arts and team sports. Venturing out in the world, students engage in our rigorous outdoor program, and also in our work internships and community service.

SCOOP – This is SBMS’ weekly e-newsletter that is emailed to parents on Thursdays. This is our one-stop-shop for current news, reminders, dates, articles and all things “Middle School.” Make it a point to stay informed and read the weekly *SCOOP*.

SOLSTICE RIDE & WALK – This is an annual tradition that occurs on the last Friday of the fall semester, and immediately before the winter break. All families are invited to join SBMS in a walk or ride up Romero Canyon to enjoy sunset, with hot chocolate and other treats. Please carpool as parking is limited.

SONGFEST – This is our annual music showcase at Chase Palm Park performed by our students with varying abilities of musical talent. Some are beginners, and some are ready for the big stage and their own tour. It is truly a day of youthful courage and a spectacular musical and community celebration – an event not to be missed. Volunteer help is needed and appreciated.

SUNRISE SWIM – Every Friday we begin the day at Leadbetter Beach by jumping in the ocean for a swim. These optional Sunrise Swims begin at 6:45 am. Coffee and donuts served.

TOWN MEETING – Every Friday we reserve time for our school to come together after lunch to celebrate student accomplishments and performances, learn what our alumni are doing in the world, listen to a guest speaker, and/or address school-wide news and topics.

UPPER SCHOOL – Our 8th and 9th grades are called the “Upper School.” The 9th grade is also called the “Western Gate,” a term used by the Chumash Indians referring to Point Conception which is believed to be a gateway or portal to the heavens. We use “Western Gate” to describe our 9th graders journey from being leaders at SBMS to departing for high school and becoming young adults.

V. OUTDOOR EDUCATION

Outdoor Education Program

At Santa Barbara Middle School we deliver a comprehensive program of academics, creative arts and sports, community service, and outdoor experiences all of which are designed to foster individual accomplishment in an interdependent community. In obtaining an understanding of the Outdoor Education Program at SBMS and how it is an integral component of the school's mission, one must view the program through the lens of the school's logo: a diamond in a wheel.

The Santa Barbara Middle School identifies each side of the diamond as representing one of four aspects of the school: academics, creative arts and sports, community service, and outdoor experiences. Each side of this diamond is considered an equally important part of the curriculum. No curricular component is considered extra-curricular, including the Outdoor Education Program. A student does not take "time out" of his/her program to go on a "trip." Our Outdoor Expeditions are neither vacations nor trips; they are required course work, and are crucial to our program as a whole. Integration of classroom academics with artistic, physical, and outdoor projects produces an environment where each program reinforces the others in a balanced and well-rounded way.

All students and most staff participate in three or four expeditions annually, which demand considerable physical challenge, responsibility, and cooperation. Through bicycle riding and other intensive outdoor activities, students face challenge and adversity. Ultimately, they discover their inner strength and the depth of their compassion for others. The process of self-discovery, called "The Hero's Journey," is grounded in the field of Depth Psychology and is a critical part of our education program. Our students learn self-reliance, appreciation for peers and a life-long attitude of service.

Our Outdoor Education Program takes students on journeys throughout California and the Western States. Students participate in three expeditions a year ranging between a total of 20 to 25 days.

ORIENTATION RIDE & OVERNIGHT

During the first week of school the faculty, staff and students head out on a two-day Orientation Ride & Overnight together. We mix sixth, seventh, eighth and ninth grade students in "families" with SBMS faculty. This two-day journey serves as an orientation on how our outdoor expeditions work, and is a training ground for cycling safety and a chance for new students to bond with returning students, teachers, and staff.

THE FALL EXPEDITION

The fall journey takes place in October for six days and is by bicycle, usually in the Central California region. The entire school travels together for all or part of the week as the theme always revolves around "teamwork." It brings the entire school together. There is opportunity for the more experienced, returning students to mentor the new students to make sure that they learn "to do it right."

Students are organized into "family groups" at the beginning of the trip. Families share rotating cooking duties, eat their evening meal together and participate in each day's activity as a team. Family groups include one teacher, a bike monkey (mechanic) and often a parent. Each student chooses a partner within their family for the day's ride. Generally, the students have the entire day to complete the ride. The goal is to start and finish every ride and to push oneself physically and emotionally.

MID-YEAR EXPEDITIONS

These expeditions do not necessarily involve bicycles. For four to ten consecutive Friday afternoons (varies for each trip), all students participate in a skill and team-building pre-departure program. Lower School students are involved in a two-year series of skill-building activities via their journeys: 'Trek' for the sixth grade and self-contained 'Bikes and BOBs' for the seventh grade. The Upper School students choose their journey, traveling in small groups of mixed grades and ages on Backpacking, Mountaineering, Kayaking, or Advanced Bikes & BOBs. Most students cycle and backpack in the Santa Barbara backcountry or across Catalina Island; kayakers paddle the Gaviota Coast and mountaineers climb Mount Whitney. Early March is a perfect time to get the students out of the classroom and into nature for a much-needed break. They return to their classrooms alert, refreshed, and ready to learn.

END-OF-YEAR JOURNEYS

These expeditions are a keystone of our program. The classroom work is completed and our theme is "Celebration and Completion—a Rite of Passage." There are always two expeditions: an Upper and a Lower School journey. In recent years, the Lower School Expedition has been mountain biking in Marin for ten days. The Upper School Expedition varies between 12-14 days and ventures out in alternating years to the Four Corners region in the Southwest or to Oregon's Cascade Mountains, ending in Ashland for a Shakespearean experience.

EXPEDITION VOLUNTEER GUIDELINES

We could not do our expeditions without the help of parents, and there are many ways in which a parent can help – cycling, driving, cooking, photographing, transporting, and mentoring. The expeditions are one of those things that can't be understood until one has experienced it. By being a volunteer, parents get a chance to really share in what their child is experiencing, and many parents feel that the journey in which they helped was one of the top experiences of their lives. However, the expeditions are hard and parents need to be physically and psychologically prepared. The expeditions are designed for the children, and the adults are there to support and guide them and make their experience the best possible. A limited number of spaces for parent volunteers are available for each expedition.

Parents interested in volunteering for an expedition need to email Erin Finnegan, Director of Outdoor Education, at erin@sbms.org as early in the year as possible. We have learned over the years that if parents come and go from an expedition it takes away from the cohesiveness, bonding and overall flow, so we ask parents who volunteer to be available for the entire length of the journey.

For more information, concerns, or questions, please contact Erin Finnegan, Director of Outdoor Education, at erin@sbms.org.

Expedition Safety

Santa Barbara Middle School's Outdoor Program is fully accredited by the Association for Experiential Education (AEE), the industry standard for outdoor education and experience-based leadership training programs. AEE accredited programs include the National Outdoor Leadership School (NOLS), Outward Bound, and Prescott College.

All SBMS staff members receive annual certification in CPR and First Aid. In addition, on each journey we have staff members who are highly trained and certificated in medical and emergency response: Wilderness First Responders (WFRS) trained through the Wilderness Medical Institute, Emergency Medical Technicians (EMTs) and Wilderness EMTs, lifeguards, and a member of the Los Padres Search and Rescue team.

- ❖ All faculty and staff are CPR and First Aid Certified. All faculty and staff participate in annual medical training seminars and regular first aid and safety updates.
- ❖ Every faculty/staff member carries a substantial first aid kit with them at all times during a ride or a hike.
- ❖ Each student carries a first aid kit. They are asked to include in the kit:
 - Basic first aid supplies
 - Sunscreen
 - Bee sting kit if they are allergic to bee stings
 - Parents' name, address, phone number, and insurance information.
- ❖ Each student rides and hikes with a partner and is always in a team with an adult. Each child is checked into camp upon arrival.
- ❖ All adults and drivers have individual maps of the route every day with mile-by-mile notations as well as a visual map. Every morning before a ride or hike, the day's route is reviewed by a trip staff member.
- ❖ Each adult's (teacher or parent) Trip Book includes, among other items:
 - Maps of the entire route and maps to each campground
 - Directions to the nearest hospital from each campground
 - Specific allergies and medications for each child
 - Comprehensive information on various medical conditions that relate to outdoor conditions
 - Accident Assessment Form in case of an accident
- ❖ Before each trip, the trip coordinator drives, bikes, or hikes the entire route. This is done for every single route, even if we have done the route in the past, to be sure it is still safe.
- ❖ Every single SBMS trip vehicle is maintained for safety and every single trip vehicle (SBMS or parent) has a copy of each student's medical release form.
- ❖ Each Sag Wagon carries a cellular phone and/or satellite phone. All teachers and parents carry their own cell phones and/or two-way radios as well.

- ❖ SBMS office provides comprehensive medication administration forms. **It is required that the forms are filled out by parents and returned to the office along with any necessary medications before each trip.** Medications are then supervised and/or administered by the lead health and safety faculty member.
- ❖ Each morning before a ride or hike, students are reminded to drink water throughout the day.
- ❖ On many trips, students eat dinner with a “family” consisting of 2-3 adults and 6-10 students. In the family, each student is quietly watched to be sure they are healthy, eating well, and interacting.
- ❖ If any student needs to visit the restroom in the middle of the night, they are asked to take a partner along for safety in numbers.

SPECIFIC TO BICYCLE EXPEDITIONS

- ❖ Sag Wagons patrol the biking route the entire day. Each Sag Wagon has extensive first aid, water, bike repair capabilities, Medical Release Forms, and directions to the nearest hospital.
- ❖ Drivers of the Sag Wagon put out “Caution Bikes” signs along the route.
- ❖ Bike routes are chosen that have minimal vehicular traffic, or none at all (i.e. mountain bike routes or dirt roads). If we ride on streets, we look for routes with bike paths, bike lanes, wide shoulders, and as little traffic as possible.
- ❖ If there is a section of road deemed unsafe, we shuttle the students.
- ❖ All students participate in bicycle training, which includes:
 - Checking the new students’ bicycles and helmets, and give an individualized checklist for each student and their bike before riding.
 - Teaching safe/defensive riding in a bicycle safety clinic.
 - Riding with the entire school on an orientation bike ride.
- ❖ On long riding days when there is little or no water on the route, we station school vehicles along the route with water, fruit, and snacks for renewing strength and hydration.
- ❖ We do not send students out to ride if it is raining hard. If rain proceeds to come down hard after we are already out on the road, we may call off the ride and pick up the students when that is the safest thing to do.

SPECIFIC TO BACKPACKING AND TREKKING TRIPS

- ❖ Students are taught how to properly pack a backpack so it isn’t too heavy.
- ❖ Each student hikes with a partner in a team with an adult, AND each team of hikers has a “snout” and a “tail.” No student goes in front of the snout or behind the tail.
- ❖ Each cooking group has adult supervision.
- ❖ Students are taught about poison oak, rattlesnakes, and ticks, and how to avoid them.

- ❖ Each student is required to bring a whistle as a part of their First Aid Kit. (A whistle is included in the SBMS First Aid Kit.)
- ❖ Each student goes over the route with an adult before the hike, and each student has his/her own individual map.
- ❖ In addition to the maps, when necessary, the “snout” adult will put out trail markers.
- ❖ Each backpacking group has access to an SBMS or parent vehicle, the keys, a cell phone and/or satellite phone, and Medical Release Forms.

The Warehouse

THE WAREHOUSE is a school–owned outfitting store that sells trip-related clothing and camping equipment to SBMS families. It is operated by parent volunteers and Erin Finnegan, Director of Outdoor Education.

Families can purchase clothing and equipment that has been researched and tested so they know that the students are traveling with high quality gear that will keep them dry, warm and safe. In addition to the required equipment, we also rent backpacking and kayaking supplies for other SBMS trips throughout the year.

Before trips, the Warehouse is open during most days at either Diamond Time (8:15-9:05 am) or after school (3:30 – 4:00 pm). Specific Warehouse hours will be posted in the SCOOP at trip time. The Warehouse will generally be open the two weeks before each trip for your shopping needs.

Stores we recommend if you cannot find what you need at *The Warehouse*:

Stores with Discounts for SBMS Students

(The discount is only for SBMS students' trip gear. Please bring a printout of the equipment list when shopping. Thanks!)

- Hazard's CycleSport 110 Anacapa Street (one block from Cabrillo Blvd.)
- Velo-Pro Cyclery 5887 Hollister Avenue, Goleta
- Bicycle Bob's 320 S. Kellogg Ave, Goleta

Other Useful Stores (with no SBMS discount)

- The Sports Authority Camino Real Marketplace in Goleta
- Mountain Air Sports 14 State St.
- REI 321 Anacapa St.
- Real Cheap Sports 36 W. Santa Clara St. in Ventura (seconds but good quality at lower prices)
- Patagonia 259 W. Santa Clara St. in Ventura

Expedition Equipment Information

We have many different types of expeditions. This information is to familiarize you with the equipment we use. Before each of our trips, we will email and post online a trip specific equipment list. It will include everything your child will need on that particular trip. *Please pack only the essential items.*

The information included here is intended to help you understand the basics. Most items are available at *The Warehouse* to help save you the trouble of shopping all over town. *The Warehouse* has sleeping bags, tents, clothing, rain gear, etc.—all researched, especially for SBMS trips.

TRIP TIPS

LUGGAGE LIMITS All gear (clothing, toiletries, tent, sleeping bag, sleeping pad, spare parts) must fit into two Ortlieb duffels. Understand that you **MUST** keep ALL of your gear in your two duffels for the entire trip.

PERSONALIZE YOUR DUFFELS Make it easy to spot your duffels by tying a unique bandana or piece of fabric to the handles. Write your name on the outside, but remember you may want to take these great duffels to college, so don't do any decorating you may outgrow.

LABEL EVERYTHING! Use Sharpie markers, metal markers, sew-on tags, finger nail polish to label duffels, stuff sacks, clothing, toiletries, all parts of your tent, sleeping bags, sleeping pads, mess kit parts, bike gear, bike tools, water bottles. If you bring it, label it. If you lose it, it may show up in "dorkage" (SBMS Lost & Found). Unclaimed "dorkage" is given away.

PACKING AND STORING SLEEPING BAGS & PADS Pack in the smallest stuff sack possible--compression sacks make repacking sleeping bags easier. At home, always store your sleeping bag un-stuffed or in a large, loose breathable bag so it does not lose its loft and thus its warmth. Sleeping pads should be stored unrolled or loosely folded with valves open.

PACK LIGHT Include just the items listed on the packing list. Clothes can be washed by hand during the trip, as needed.

GET ORGANIZED Stuff sacks, zippered pouches, mesh cubes and Ziplock bags are great for organizing your gear within your duffel bags.

TECHNICAL CLOTHES are made of fast drying, moisture wicking fabrics. Examples of these recommended fabrics include Capilene, polypropylene, and wool. There are now many other high tech fabrics on the market some with built-in sun protection. The key is that the fabric is comfortable, hard wearing and wicks moisture.

EQUIPMENT FOR CAMPING

WARM SLEEPING BAG A warm and lightweight sleeping bag is essential. We recommend a rating of *0 (zero) degrees*. A down bag is lightweight for the warmth it affords, but if it gets wet, it is unable to hold warmth. A fiber-filled bag weighs a little more, but if it gets wet, it will dry quickly and hold warmth. Our advice is to use a fiber-filled bag. It is also less expensive. Please read about the care of sleeping bags at the end of this list.

SLEEPING BAG STUFF SACK (as small as possible) Most sleeping bags come with a stuff sack. At home, sleeping bags should always be stored UNSTUFFED. Keep it in a stuff sack approximately 2 feet x 5 feet, or simply hang it on a hanger. If stored stuffed it will lose its loft and thus its warmth. *The Warehouse* carries 0-degree Polar-Guard 3D bags. Down bags can be special ordered.

SLEEPING PAD This insulates the sleeper from the cold ground.

DUFFEL BAG(S) 1 or 2 (waterproof Ortlieb duffel bag: size 28" x 15.7" x 15.7") One bag can carry all clothing, toiletries, etc. The second bag holds the tent, sleeping bag, sleeping pad and ground cloth. All of the student's belongings must fit into their bag(s). Many students pack everything in one bag!

RAIN GEAR Your child *must* have adequate rain gear. Rain can come at any time. You must have both pants and jacket.

FIRST AID KIT When riding, backpacking or day hiking, each student is required to carry a well-stocked first aid kit at all times. We feel it is important not only for emergency use, but also for setting good outdoor habits. *Whit's Warehouse* has well-equipped first aid kits for sale.

TENT We suggest a 2-or 5-person tent. No tents larger than a 4-person are allowed. The students often get together and share a tent. If you do buy a tent, remember you cannot bring a huge, heavy tent. The tents we take on our bike trips must fit in one of your two duffels and will also be carried on backpacking trips. With a 2- or 4-person tent, the weight can be shared; but still, the lighter, the better.

Be aware that inexpensive tents (\$40 - \$150) are cheap tents. They tend to leak, do not have substantial rain flies, puncture more easily and (most importantly) have cheap, breakable poles. Some outdoor stores have tents for rent as an option. *The Warehouse* has high-quality 2 to 4-man Marmot tents for sale (special prices for SBMS families).

WATERPROOFING TENTS—WHY AND HOW Whether you purchase a tent or share, it is imperative that it be correctly WATERPROOFED. The tent must have a rain fly that covers the entire tent. Set the tent up at home and make sure all of the seams are sealed. We sell seam sealer at SBMS. Spraying a hose on the tent is a good way to check for leaks. When you set up the tent at home check for all poles and tent stakes. The body of the tent is made of breathable nylon so oxygen and carbon dioxide can flow in and out of the tent while occupied. The floor of the tent and the door should be made of a thicker waterproof nylon. The waterproof nylon reaches up the sides of the tent approximately one foot. The waterproof rain fly covers the breathable nylon entirely, and should stop just short of the ground, allowing the air to circulate between the body of the tent and the fly. Do not send a rain fly the size of a Frisbee—it will not keep the tent dry.

DO NOT waterproof the body of the tent, only the rain fly and the bottom. Waterproofing the body of the tent prevents the tent from breathing; also breath then condenses and drips on the occupant all night! Please don't forget (after a trip) to set up the tent when you get home to dry it out. This prevents mildew from growing all through the tent. At this time check that you have all stakes and poles for the next trip.

GROUND CLOTH This is put under the tent to keep it clean and dry. The ground cloth should be just a tiny bit SMALLER than the floor of the tent. (Hint: pack the ground cloth in its own stuff sack to keep mud out of duffels.) The Marmot tents that we sell come with a custom-fit ground cloth.

STUFF SACKS Dumping all of one's belongings in a duffel bag tends to create a mess by the second day. Stuff sacks help to keep gear organized. We have many colors and sizes in *The Warehouse*. We suggest putting the following in separate stuff sacks: eating utensils, socks and underwear, long underwear, hat and gloves, ground cloth (keeps it from *getting* everything dirty and wet), toiletries, dirty clothes, dirty shoes. If you prefer, freezer Ziplock bags are also good. They are not only see-through, but waterproof as well. We suggest a combination of both. (Put name on all stuff sacks.)

EQUIPMENT FOR CYCLING

BIKE Because most of our bike trips are off-road, a mountain bike with front shocks is essential. (Please, no hybrid or road bikes.)

BICYCLE HELMET A *fully-vented, standard bike helmet* (not a hybrid BMX/skating helmet) is required. Helmets should be worn snugly on top of the head—not allowed to slip back exposing the forehead. Straps connect just below the ear lobe. Please check adjustment before each trip.

BICYCLE GLOVES Gloves are important to insulate hands from the cold and road-shock, and to protect the rider's body in the event of a spill.

BICYCLE PUMP Be sure it will work with the valve stems on your tubes (Presta or Schraeder). We suggest reinforcing its attachment to the bike with a strip of Velcro around the pump and the frame. Put name on it in nail polish.

FLAT TIRE REPAIR CAPABILITY Each student is taught how and is expected to take care of his or her own flat tires. To ensure flat tire repair, carrying the following at all times while riding is required:

- A fully stocked tube patch kit (patches & glue).
- 3 tire irons to remove the tire
- 2 extra tubes that *fit your tire* and have the same valve stem as your other tubes and your pump (Presta or Schraeder). Pack another tube in your duffel.
- *Only if you don't have quick releases on your wheels:* a small (6 inch) crescent wrench

HYDRATION SYSTEM Because hydration is essential, especially when mountain biking, students need a good way to carry enough water. We require that they either have a hydration pack or two water bottles (with water bottle cages mounted on their bikes).

BICYCLE MOUNTED REAR RACK PACK We strongly recommend using a rear rack pack mounted on the bicycle. This can hold everything needed for a day such as: lunch, a first aid kit, tubes, tube repair kit, rain gear and warm clothes.

BICYCLE SEAT-POST MOUNTED BAG A seat-post bag is great for carrying some bike equipment. These bags are small, aerodynamic, and out of the way. We suggest carrying the following in it: 2 spare tubes, tube patch kit, tire irons or breezer, and allen wrenches for bike adjustments.

BICYCLE SHORTS. These are highly recommended. They have padding in the crotch, which helps to cushion and makes long rides *much more comfortable*. As biking shorts are made to be worn without underwear, we recommend two pairs so one can be washed and drying while the other is being worn.

If you have any questions, please feel free to call Erin Finnegan at 682-2989 or email erin@sbms.org.

Fall Expedition Packing List

The gear list is based on 30 years of experience taking students on wilderness adventures. Our number one concern is the safety of our students on our journeys. The equipment and clothing on this list provide the basis of protection from the elements and is helpful in making for a successful expedition.

Please know that we do not expect new families to purchase everything on this list at once or have it all by the time the school year starts. *The Warehouse* carries many of these items at discounted pricing for SBMS families. These items are recommended but comparable items that you already may own are acceptable. Please contact Erin Finnegan at erin@sbms.org with questions regarding this equipment list.

Luggage

___ (2) Waterproof Ortlieb duffels (size 28"x 15.7"x 15.7") to hold **all** trip gear (except rear rack-mounted bike trunk bag **or** hydration/daypack when traveling in vans) or similar sized duffel bags (but not larger)

Clothing

___ (3) Short-sleeve cotton or tech t-shirts (no tank tops permitted)

___ (3) Long-sleeve cotton or tech t-shirts (at least one should be moisture wicking)

___ Long underwear set – **light-weight (1) top and (1) bottom** (used as sleepwear and during rides for warmth must be moisture wicking: Capilene, polypropylene, wool)

___ (1) Long-sleeve **mid-weight** fleece top (heavier than the long underwear top)

___ (1) **Heavy-weight** fleece or wool sweater

___ (2) pairs padded cycling shorts (padded mountain bike shorts permitted – no volleyball shorts)

___ (2) pairs camp shorts

___ (2) pairs long pants for in camp (jeans and sweat pants ok)

___ (1) pair fleece mid-weight pants (thicker than long underwear)

___ (3) pairs wool or wicking bike socks

___ (2) pairs warm wool socks for night

___ (5) pairs underwear

___ (3) Undershirts or bras (optional)

___ (1) Sleepwear (long underwear listed above can count as sleepwear to save space)

___ (1) Warm outer jacket (poly-filled preferred as it dries faster, stays warmer when wet)

___ (1) Rain jacket (waterproof shell used during rides and in camp)

___ (1) Pair of rain pants (waterproof shell used during rides and in camp)

___ (1) Pair fleece gloves (used during rides over bike gloves and in camp)

___ (1) Fleece or wool hat (used during rides if cold and in camp)

___ (1) Sun hat with brim or visor

___ (1) Swim suit

___ (1) Wetsuit or rash guard for kayaking (optional)

- ___ (1) Bandana
- ___ (1) Closed-toed cycling shoes **Required to Ride** (regular athletic shoes or specific shoes made for cycling)
- ___ (1) Hiking/camp shoes (comfortable, closed-toed for walking and in camp)
- ___ (1) Kayaking shoes – Booties or Chaco or Teva type sandal. Flip flops or sandals without straps are not allowed.

Toiletries

- ___ (1) Stuff sack/zippered pouch for storing toiletries
- ___ (1) Toothbrush
- ___ (1) Travel-size toothpaste
- ___ (1) Travel-size bar or liquid soap
- ___ (1) Travel-size shampoo/conditioner
- ___ (1) Travel-size deodorant (if needed)
- ___ (1) Small pack baby wipes
- ___ (1) Small pack body wipes (useful when rider opts out of shower)
- ___ (2) Travel tissue packets (in toilet kit and bike trunk bag)
- ___ (1) Hairbrush (light and small)
- ___ (1) Travel towel (made of quick drying micro fabric)
- ___ (2) Large towels – one for kayaking, one for showering
- ___ (1) Large tube sunscreen (30+ SPF)
- ___ (2) Lip balm 30+ SPF (one in toilet kit, one in bike trunk bag or day pack)
- ___ (1) Small container insect repellent
- ___ Plastic Ziplock freezer bag(s) to store liquid, paste, and powder toiletries to contain leaks

Shelter

- ___ Tent with rain fly that covers the entire tent (tent size can be up to a 4-person max). Make sure all tie down cords, poles, stakes, ground fly are labeled and packed
- ___ Synthetic 0-degree sleeping bag (easy to clean, warm when wet)
- ___ Insulating sleeping pad/personal compact camp mattress (helps camper stay warm and comfortable)

Camping Accessories

- ___ Eating utensil kit/mess kit **in stuff sack** (must include fork, spoon, bowl and cup)
- ___ (1) Re-useable sandwich containers (for lunch on the road)
- ___ Headlamp or small flashlight (1-2 sets of extra batteries helpful)
- ___ Sunglasses
- ___ Assorted stuff sacks to organize gear (optional, but helpful)

- ___ (2) large trash bags (for wet/dirty clothes, shoes or other stuff)
 - ___ Journal or paper and pen (optional)
 - ___ Digital camera – may not be a phone (optional)
 - ___ Books – not much time for reading, but some students fit it in (optional)
 - ___ Spending money (limited to \$5.00 per day; there will be occasions when students will want some spending money) (optional)
 - ___ Roll of quarters for pay showers
 - ___ Sun shower for when there are no showers (optional)
- * **NOTE:** No electronic devices i.e. iPods, cell phones, computers, game players or other such electronic equipment are allowed on trips. Trip Staff will notify parents in advance if this restriction will be modified to allow students to use certain electronic equipment such as GPS devices or iPods during very long van or train rides.

Bike Gear

- ___ Mountain bike with front shocks (no hybrid bikes permitted)
- ___ High-quality bike seat (recommended, but optional)
- ___ (1) Bike helmet **Required to Ride** (no hybrid skating helmets permitted)
- ___ (1) pair bike gloves **Required to Ride** (with or without finger tip protection)
- ___ Seat post-mounted tool bag
- ___ Rear rack (no front rack or handlebar racks permitted)
- ___ Rear rack-mounted bike trunk bag
- ___ (2) Frame-mounted water bottle cages fitted with bike bottles **or** (1) backpack-styled hydration pack (bladder holding approx. 32 - 48 fluid oz.). Complete bladder cleaning kit optional, but helpful.
- ___ (1) Tire patch kit
- ___ (3) Tire irons and/or breezer (if your wheels do not have quick-release levers, you will also need a 6" adjustable crescent wrench)
- ___ (3) Spare tubes that fit **your** specific rims and tires
- ___ (1) Manually-operated tire pump to fit **your** specific tire valves (CO2 pressurized air cartridge pumps permitted for experienced riders, but must have (3) spare CO2 cartridges)
- ___ Personal First-Aid kit (refer to list of **required** first aid kit items when assembling kit)

