



SANTA BARBARA MIDDLE SCHOOL  
COMMUNITY HANDBOOK  
2021 - 2022





# **SANTA BARBARA MIDDLE SCHOOL**

## **COMMUNITY HANDBOOK 2021 – 2022**

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*A NOTE ON THE 2021-22 SCHOOL YEAR* \_\_\_\_\_

Please note that this handbook lays out protocols and principles of Santa Barbara Middle School during a typical school year. Events and programs may change due to COVID-19 guidelines but our principles will always remain the same. Please check emails and communications for the latest updates and plans for the coming school year.

## **I. GETTING TO KNOW SBMS**



## **2021 – 2022 Preliminary Calendar as of August 10, 2021**

*This preliminary calendar draft 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. Please check <https://www.sbms.org/calendar> for the most updated calendar. **\*\*Dates are subject to change.\*\****

### **AUGUST 2021**

Monday, August 30	Diamond Day for Incoming Families (Details to follow)
Tuesday, Aug. 31	First day of school for 9th grade

### **SEPTEMBER 2021**

Wednesday, September 1	First day of school for 6-8th grades
Thursday, Sept 2 - Friday, Sept. 3	Orientation Ride & Overnight**
Monday, September 6	Labor Day - No School
Tuesday, September 7	School Resumes (Electives begin)
Tuesday, September 14	Back to School Night 6/7
Tuesday, September 21	Back to School Night 8/9
Sunday, Sept. 26 - Thursday, Sept. 30	9th Grade Leadership Trip**

### **OCTOBER 2021**

Monday, Oct. 11 - Saturday, Oct. 16	Upper School Fall Expedition to San Simeon**
Monday, Oct. 18 - Saturday, Oct. 23	Lower School Fall Expedition to San Simeon**

### **NOVEMBER 2021**

Thursday, November 11	Veteran's Day - No School / Faculty In-Service
Monday, Nov. 15 - Friday, Nov. 19	Tentative Academic Conferences **
Monday, Nov. 22 – Friday, Nov. 26	Thanksgiving Break
Monday, Nov. 29 - Friday, Dec. 3	Remote Conferences if needed**

### **DECEMBER 2021**

Thursday, December 2	Winter All-School Town Meeting
Thursday, December 16	8th Grade Retreat**
Friday, December 17	Annual Solstice Celebration**
Monday, Dec. 20 – Friday, Dec. 31	Winter Break

**JANUARY 2022**

Tuesday, January 4

Classes Resume

Monday, January 17

Martin Luther King Jr. Day -- No School

**FEBRUARY 2022**

Friday, Feb. 18 - Monday, Feb. 21

Presidents Holiday Weekend - No School\*\*

**MARCH 2022**

Monday, March 14 – Friday, March 18

March Expeditions\*\*

Monday, March 21 - Friday, April 1

Spring Break

**APRIL 2022**

Monday, April 25

No School / Faculty In-Service

Saturday, April 30

Songfest\*\*

**MAY 2022**

Saturday, May 7

Auction\*\*

Saturday, May 14

Drama Performance

Sunday, May 22

9th Grade Departs on End of Year Trips\*\*

Tuesday, May 24

8th Grade Departs on End of Year Trips\*\*

Wednesday, May 25

6/7 Depart on End of Year Trips\*\*

Monday, May 30

Memorial Day

**JUNE 2022**

Friday, June 3

Return from EOY Trips\*\*

Monday, June 6

No School - Recuperation Day

Tuesday, June 7

6/7 Media Presentation

Wednesday, June 8

Last Day of School / 8/9 Media Presentation

Thursday, June 9

Rites of Passage\*\*

## General School Information

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**SCHOOL HOURS** are 9:15 am to 3:30 pm. The school office is open from 8:15 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 13. Peak pick-up is between 3:30-3:45 pm. If possible, please pick-up after 3:45 pm to improve traffic flow in the parking lot.

**ABSENCES** If your child is sick or absent, please call the school at 805-682-2989 or email [office@sbms.org](mailto:office@sbms.org) before 9:00 am **each day** they are out so we know they are 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, they 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. Parents 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 13.

**CONTACTING YOUR CHILD DURING THE DAY** if parents need to get a message to their child or speak with them, please contact the SBMS Office. **Please do not call or text children as students' cell phones are supposed to be silent and in their lockers during school hours.** Please help the school enforce this policy by not calling or texting them. There is a phone in the SBMS Office that students can use to call parents if they need to speak with parents during the day.

Questions? Contact the SBMS Office at 805-682-2989 or [office@sbms.org](mailto:office@sbms.org).





## Communication Procedures

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Knowing who 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 **the office** at 805-682-2989 or email [office@sbms.org](mailto: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 Bianca Vega, Dean of Students and Assistant Head of School**.

Head of School	Brian	<a href="mailto:brian@sbms.org">brian@sbms.org</a>
Assistant Head of School	Bianca	<a href="mailto:bianca@sbms.org">bianca@sbms.org</a>
Absences/Tardies	Main Office	<a href="mailto:office@sbms.org">office@sbms.org</a> , 805-682-2989
Academic Deans	Jenna (6th)	<a href="mailto:jenna@sbms.org">jenna@sbms.org</a>
	Marco (7th)	<a href="mailto:marco@sbms.org">marco@sbms.org</a>
	Wren (8th)	<a href="mailto:wren@sbms.org">wren@sbms.org</a>
	Jesse W (9th)	<a href="mailto:jessew@sbms.org">jessew@sbms.org</a>
Admissions	Mandy	<a href="mailto:mandy@sbms.org">mandy@sbms.org</a>
Assistant to Head of School	Bridget	<a href="mailto:bridget@sbms.org">bridget@sbms.org</a>
Athletics Director	Erik	<a href="mailto:erik@sbms.org">erik@sbms.org</a>
Bike Monkeys	Jesse K.	<a href="mailto:jesse@sbms.org">jesse@sbms.org</a>
Bookkeeping, Billings	Brandi	<a href="mailto:accounting@sbms.org">accounting@sbms.org</a>
Business Manager	Maida	<a href="mailto:maida@sbms.org">maida@sbms.org</a>
Career Study Week (6th)	Jenna	<a href="mailto:jenna@sbms.org">jenna@sbms.org</a>
Career Study Week (7th & 8th)	Teresa	<a href="mailto:teresa@sbms.org">teresa@sbms.org</a>
Career Study Week (9th)	Kelly	<a href="mailto:kelly@sbms.org">kelly@sbms.org</a>
Communications/SCOOP	Merritt	<a href="mailto:merritt@sbms.org">merritt@sbms.org</a>
Dean of Curriculum	Jesse W.	<a href="mailto:jessew@sbms.org">jessew@sbms.org</a>
Development/Fundraising	Colin D. Wyatt	<a href="mailto:colindw@sbms.org">colindw@sbms.org</a>
Dean of Students & Faculty	Bianca	<a href="mailto:bianca@sbms.org">bianca@sbms.org</a>
Drama Production/Plays	Eric, Maureen	<a href="mailto:eric@sbms.org">eric@sbms.org</a>
Electives	Erik	<a href="mailto:erik@sbms.org">erik@sbms.org</a>
Financial Aid	Anne	<a href="mailto:anne@sbms.org">anne@sbms.org</a> , 805-682-2989 x103
First Aid/Student Health	Main Office	<a href="mailto:office@sbms.org">office@sbms.org</a> , 805-682-2989 x102
Community Kitchen	P.A.	<a href="mailto:pa@sbms.org">pa@sbms.org</a>

Health & Safety	Erik	erik@sbms.org
Independent Sports	Erik	erik@sbms.org
Learning Specialist	Pam	pam@sbms.org
Library	TBD	
Life Skills – 6/7/8 Grade	Bianca, Counselor	bianca@sbms.org
Life Skills – 9th Grade	Kelly	kelly@sbms.org
Office	Main Office/Kara O.	office@sbms.org, karao@sbms.org
Outdoor Education Program	Erin F.	erin@sbms.org
Outreach & Community	Sue	sue@sbms.org
Parent Association	TBD	
Performing Arts/Lotus Theater	Marco	marco@sbms.org
Repairs/Maintenance/Site	Will	will@sbms.org
Smart Tuition	Parent Contact Center	888-868-8828
Songfest	Marco	marco@sbms.org
Standardized Testing	Bianca	bianca@sbms.org
Student Records, Report Cards	Anne	office@sbms.org, anne@sbms.org
Summer Camps	Erik	sumercamp@sbms.org
Technology	David, Colin M.	david@sbms.org, colin@sbms.org
Trip Equipment	Erin F.	erin@sbms.org
Tuition Payments/Questions	Brandi	brandi@sbms.org
Volunteer Driver Program	Main Office	office@sbms.org
Website Login Support	Anne	anne@sbms.org, 682-2989 x103
The Warehouse (Equipment Store)	Erik	warehouse@sbms.org

## *Emergency Evacuation Policy & Communication* \_\_\_\_\_

In the unlikely event of a natural disaster or emergency, 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 Pavilion Arts Center & Bathhouse, 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 the office at [office@sbms.org](mailto:office@sbms.org) or Health and Safety Director Erik Edwards at [erik@sbms.org](mailto:erik@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 prohibited during peak exit time of 3:20 pm to 3:45 pm.** Compliance with 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.

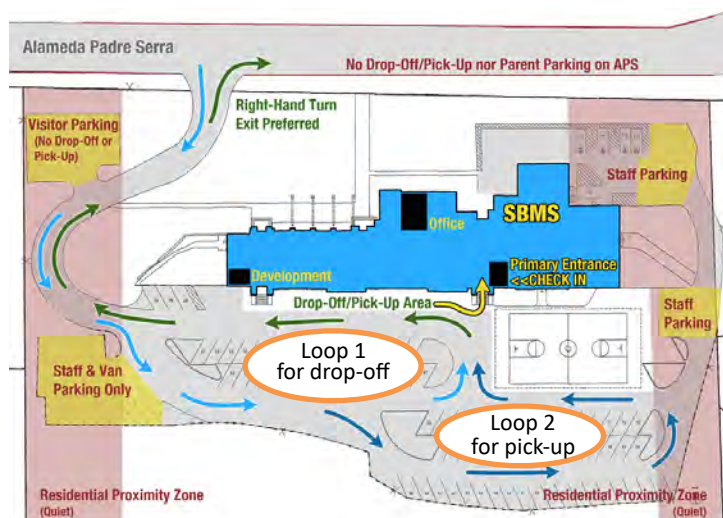
**PARK IN THE LOWER PARKING LOT ONLY – NEVER ON ALAMEDA PADRE SERRA.** If you are visiting school, please make use of the ample parking available in the lower lot.

**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.

**PICK UP AFTER 3:45 PM, IF POSSIBLE.** Peak pick-up is between 3:30-3:45 pm. If possible, please pick-up after 3:45 pm to improve traffic flow in the parking lot.

**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.





## **II. ACADEMICS & ELECTIVES**



## *Academics at SBMS*

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Our academic program at SBMS is robust and rigorous. We focus on engaging students in project-based learning with a focus on real-world applications and the implementation of 21st-century skills. We recognize that middle school looks and feels very different from elementary school and we are here to support our students through this transition. Remember, we specialize in these years! Please refer to the following communication chain if you have any questions or concerns about your child's learning.

We expect parents to check "The Hub" on a regular basis. This is your one-stop shop to see how your student is doing academically (missing assignments, graded work, etc). See more information about "The Hub" below.

We encourage you to contact your child's teacher directly via email if you have questions or concerns regarding their academic or elective classes. Teachers are expected to respond to emails within 24-36 hours (excluding weekends, holidays, and outdoor ed trips). While some teachers may respond to emails during evenings and weekends, SBMS does not require them to do so. If you feel a teacher has not responded or that there is a larger pattern you are noticing, feel free to reach out to the grade-level dean. Your student's dean will likely keep me in the loop and I am also here to answer any questions about our curriculum and learning goals.

To the learning journey!

Bianca Vega

Assistant Head of School--Head of Curriculum



## Academics and “The Hub”

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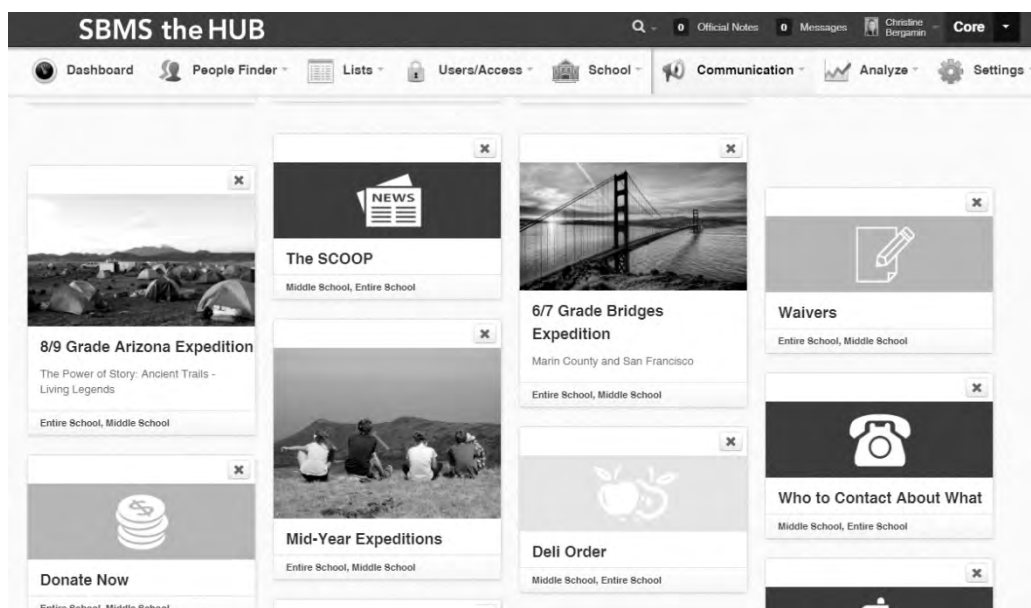
*The Hub* is an online resource that the school uses to communicate with students and parents regarding grades, missing assignments, and learning profiles. It is the same system that we use for Admissions, so new parents may use their existing log-in information. By improving communication between teachers, students, and parents, we give our students the ability to become more responsible for their own academic success while parents still have the ability to be closely involved and guide their child’s education progress.

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

*The Hub* is also a resource for general school information, including directories, news, calendars, useful links, and forms. It is accessible from your computer, smartphone, or tablet.

If you have questions about *The Hub* or need help accessing your account, please contact Anne at [anne@sbms.org](mailto: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

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*\*Please see our school day schedule below. As a result of Covid successes and the testing of new class structures, this schedule has been updated from previous years. This schedule is subject to change.*

### **DIAMOND TIME**

8:15

OPEN CAMPUS

Diamond Time

### **MONDAY - THURSDAY**

9:15 – 10:15

(Official School Start Time)

Period 1

10:20 – 11:20

Period 2

11:25 – 12:10

LUNCH BREAK / FLEX

12:10 - 12:55

LUNCH BREAK / FLEX

1:00 – 2:00

Period 3

2:05 – 2:45

Elective 1

2:50 – 3:30

Elective 2

### **FRIDAY**

9:15 – 10:15

(Official School Start Time)

Period 1

10:20 – 11:20

Period 2

11:25 - 12:25

Period 3

12:25 – 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 the ending time and pick-up locations.*

## *Support and Accommodation for Students with Disabilities* \_\_\_\_\_

We offer the Support and Accommodation Program to help meet the academic needs of students with diagnosed disabilities who fundamentally fit the school's mission, programs, policies, and staffing. The program is not a remedial program. **There is a supplemental fee for enrollment in the program.** Students admitted into the program are offered strategies and accommodations necessary for academic achievement. Using the provisions of the Americans with Disabilities Act (ADA) as a guide, the school makes reasonable and appropriate accommodations for students with disabilities. Participation in this program is by invitation only. Students accepted into Tier One and Two will have a Student Accommodation Plan.

The program has a three-tiered structure based on student need. A fee exists for Tier One and Two. The three tiers are not designed for individual tutoring, remediation of basic skills, or drop-in opportunities for testing. A collaborative team comprised of a learning specialist, grade level dean, grade level teachers, and parents will make the decision for the appropriate placement.

Through the admissions process, each student is carefully considered to ensure SBMS can successfully accommodate his or her needs and that the accommodations fundamentally fit the school's mission, programs, policies, and staffing. Each student must meet admission standards, be committed to intellectual and personal growth, possess inner motivation, and have academic and behavioral skills that enable them to actively and positively participate in the regular classroom and outdoor curriculum. New applicants needing accommodations must submit a comprehensive psycho-educational evaluation completed within the last two years. The report needs to identify a specific diagnosis of a disability. Assessment information is kept confidential and will be handled with discretion and sensitivity.

The learning specialist will facilitate the accommodations for each student enrolled in the program, provide information and assistance to teachers, provide the monitoring as outlined in each tier, and be available to parents to help their child find success.

The faculty will provide accommodations based on the learning specialist's recommendations. The learning specialist will review student accommodations at least once per term, monitor the student's progress, and empower the student to take ownership and careful responsibility of his/her achievement and learning. Ongoing communication will be maintained between the learning support staff and faculty. Parents are expected to support their child(ren) and Santa Barbara Middle School's efforts by providing complete and accurate information regarding the student's medical, psychological, and educational background.

For a complete description and explanation of the Support and Accommodation Program, contact Pam Boswell, Learning Specialist, at [pam@sbms.org](mailto:pam@sbms.org), 805-682-2989 x 241.

## *Independent Academics*

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We believe Santa Barbara Middle School offers the best curriculum for our students. That being said, we understand that students may look elsewhere for courses that we do not offer. Typically these are foreign languages. While we want to support students' varied endeavors of learning, we have the following policy regarding alternative coursework.

- Coursework done online through another institution may be done while at school with the understanding that no teacher is expected to supervise or ensure that students are on task.
- We do not endorse any particular online program and therefore cannot guarantee the quality of the online program nor it's alignment with our academics.
- We will include grades earned in online programs on SBMS transcripts.
- We may suggest specific tutors to meet the needs of your child but cannot guarantee their efficacy.
- We will not pay for alternative courses or tutors.
- We ask that any tutors who use our campus do so outside of normal school hours, unless they go through our hiring process which includes but is not limited to interviewing with Head of School and/or Assistant Head of School, completing their Live Scan clearance and signing our mandated reporter document.

## *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):

	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
<b>Library</b>	Silent Reading Quiet Study Hall	Silent Reading Quiet Study Hall	Silent Reading Quiet Study Hall	Silent Reading Quiet Study Hall	Silent Reading Quiet Study Hall
<b>Math &amp; Science Labs</b>	Math Super Bowl	Mad Scientist	Kitchen Science	Office Hours	Math Study Hall
<b>Art Studio</b>	Junk Art	Printmaking	Yearbook	Beading	Watercolors
<b>Performing Arts</b>	Instrumental and Vocals	Rock Band	Songwriting	Jazz Band	Advanced Guitar
<b>Digital Arts</b>	Photography	PhotoShop	Movie Making	Illustration	Coding
<b>Sports (Off Campus)</b>	Yoga	Beach Volleyball	Rock Climbing	Surf Team	Sunrise Swim
<b>Other</b>	Test Prep	Cooking	Community Service Club	Gardening	Teen Press
<b>Bike Monkeys</b>	Open all week				
<b>Language Lab</b>	Spanish				



*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 ten different electives each school year. Younger students benefit from some prerequisites and parental guidance, and we encourage parents to discuss elective offerings with their child before their child signs up. Look for elective choices posted in their Google Classroom accounts each quarter. 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 encourage students to make choices based on passion or interest since they are not guaranteed a spot in a class with friends.

Students are asked to select three choices, and we ask that each student put equal weight and consideration into all three choices. It is through the Creative Arts & Sports program that students learn to explore and discover new passions. At least one of their three selections should be a sport.

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

Beach Volleyball	Lacrosse	Ocean Sports
Field Sports	Pickle-ball	Ultimate Frisbee
Yoga	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	Folk Arts	Rock Jam Academy
Bike Mechanics	Guitar	Ukulele
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:

Golf and/or Tennis	Surfboard Shaping	Ocean Sports
Beach Volleyball	Rock Jam	Sailing
Ultimate Frisbee	Mountain Biking Club	Surf Team

## *Team Sports*

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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, they just need 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 (September to November): BOYS SOCCER & GIRLS VOLLEYBALL**

**WINTER SEASON (November to January): BOYS BASKETBALL & GIRLS SOCCER**

**SPRING SEASON (January to March): BOYS VOLLEYBALL & GIRLS BASKETBALL**

**SPRING INTRAMURAL (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 starting at 3:45pm. 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 3:45 pm and generally end around 5 pm and are played against other local junior high schools (Crane, Laguna Blanca, The Riviera Ridge School, 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 in coaching, please contact the school office. If you wish to be a team parent, please contact your child's sports coach.

## 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 lost 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.)
  - Growth Mindset (5-Expanding; 4-Growing; 3-Approaching; 2-Emerging; 1-Beginning)
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, which starts at 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 Erik Edwards, Program Coordinator, at [Erik@sbms.org](mailto:Erik@sbms.org).*

### **III. COMMUNITY**



## *Letter from the Dean of Students*

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Welcome to our Santa Barbara Middle School community and our educational journey into a world of learning, both inside and outside of the classroom. Middle School is a wonderful time in which our children begin to question the world around them while gaining a deeper sense of self. Together we will explore the outdoors, adolescence, and social dynamics all while learning, growing, and evolving.

A little about myself: I have worked with students in various educational settings for 16 years. I have taught and been an administrator in public, independent and international school settings in California, Mexico, Thailand, and Colombia. This is my fourth year here at SBMS and I can tell you that my favorite part about this place is the community. Throughout this section of the handbook, you will find all the ways we each promote and contribute to a positive community.

Below you will find a quick guide as to whom you should contact regarding your child should you have any questions, ideas, feedback, or concerns.

- For questions relating directly to the classroom or to a specific academic course, we ask that parents contact their child's teacher directly. Most emails are in the format of: [firstname@sbms.org](mailto:firstname@sbms.org)
- 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](mailto:jenna@sbms.org)
  - 7th Grade: Marco Andrade, [marco@sbms.org](mailto:marco@sbms.org)
  - 8th Grade: Wren Miller, [wren@sbms.org](mailto:wren@sbms.org)
  - 9th Grade: Jesse Wooten, [jessew@sbms.org](mailto:jessew@sbms.org)
- For broader issues, and especially for social/personal issues, please feel free to contact me with questions or concerns: Bianca Vega at [bianca@sbms.org](mailto:bianca@sbms.org).
- When in doubt, refer to the Communication Procedures on pages 9-10 to help direct you should you have any other questions, ideas, feedback, or concerns.

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. My role as Dean of Students is to support students and their families during this exciting time in their lives. My focus with students will center upon how I can help them learn- academically, socially, and emotionally. Please feel free to call, email, or drop by my office.

Let's imagine a great future together,

Bianca Vega  
Assistant Head of School  
Dean of Students & Faculty  
805-682-2989 main office  
805-698-5219 mobile  
[bianca@sbms.org](mailto:bianca@sbms.org)

## *Non-discrimination & Harassment Policy*

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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 adhere to a strict non-discrimination and harassment policy. We “prohibit discrimination on the basis of disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, or any other characteristic” defined by the student. (California Non-discrimination brochure)

We know that in any community there will be instances of social friction, times when people do not get along. In order to determine our best approach to handling this friction, we must keep in mind when such instances can become defined as bullying or harassment. Bullying is defined as, “unwanted, aggressive behavior among school-aged children that involves a real or perceived power imbalance. The behavior is repeated, or has the potential to be repeated, over time.” (stopbullying.org). We must keep in mind that in order to be considered bullying, the behavior must be aggressive and include an imbalance of power and repetition.

Our approach at SBMS in responding to issues of bullying and harassment is founded in 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, which can occur both in person and via social media:

- 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 over a period of time.
- 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 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 may have contributed to the bullying and harassment. Do 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 that spark or reward bullying behaviors?



## *Student Clothing Policy*

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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.

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 or torso.

Students who do not adhere to the clothing policy will be given an opportunity to correct the issue. If students continue to make inappropriate clothing choices, the issue will be brought to the Dean of Students.

## Technology & Media Ethics Policy

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### **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 opportunities, but it can also be unsafe. This *SBMS Technology & 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. Failure to comply to these 3 rules will result in disciplinary action (see Discipline Policy).

Digital technology and media include any of the following:

- Desktop, laptop and tablet computers
- Phones and 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 (see Academic Honesty policy below).

### **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.
- 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.”
- Intentionally using a VPN or other system/application to avoid school firewalls.

## **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 smartphones, 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 while in the main office.

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.

## *Counseling Services*

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SBMS offers counseling services provided by independent, professional counselors. Services are available to students, parents/guardians, families, teachers, and staff of the school.

Services provided include:

- Individual Counseling
- Group Counseling
- Family Counseling
- Crisis Intervention
- Skill Development
- Referrals to community resources
- Advocacy for students and their families

Any faculty, parent, or guardian can make a referral. Students and faculty can also request services on their own. All school contracted counselors and therapists will maintain confidentiality with the child and/or family. [Please ask Assistant Head of School for a confidentiality statement.](#)

Below you will find a list of our school-sponsored counselors/therapists.

### **COUNSELOR/THERAPISTS**

- **Steve Smith, Ph.D. – Licensed Psychologist (PSY20096)**  
805-765-1480, [sparccal@gmail.com](mailto:sparccal@gmail.com), [www.sparccal.com](http://www.sparccal.com), [www.amazon.com/author/smitty](http://www.amazon.com/author/smitty)
- **Emily Eccles, Ph.D. - Licensed Therapist and Associate Psychologist (805) 219-7935**
- **Jazzmyn Ward – Licensed Therapist** [jazzmyn@sbms.org](mailto:jazzmyn@sbms.org)
- **Adela Barcia – Alum Parent & Psychotherapist**  
805-451-8267, [adelabarcia@gmail.com](mailto:adelabarcia@gmail.com)
- **Gabby Dodson – Licensed Clinical Social Worker & Alum Parent**  
805-452-4957, [gabriela.dodson@gmail.com](mailto:gabriela.dodson@gmail.com)
- **Melissa Flanigan, PsyD – Clinical Psychologist & Alum**  
213-392-2942, [melissaflanigan@hotmail.com](mailto:melissaflanigan@hotmail.com)

## Resources

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SBMS offers an amazing opportunity to learn alongside other parents through our Parent Association meetings. Additionally, here is a list of resources we support to help guide you as parents, on this journey of adolescence.

- Discipline: Positive Discipline for Teenagers by Jane Nelsen
- Technology: Common Sense Media <https://www.commonsensemedia.org/>
- Wellness:
  - Family Service Agency - FSAcares.org
  - Mental Wellness Center - MentalWellnessCenter.org
  - Calm - CALM4kids.org
  - Casa Pacifica Centers for Children and Families - CasaPacifica.org
  - SAFTY: Mobile crisis response 888-334-2777
  - CADA: Council on Alcoholism and Drug Abuse - CADASB.org
  - Hospice of Santa Barbara Inc. - HospiceOfSantaBarbara.org
  - What is LOVE: Inspiring Healthy Relationships - WhatIsLoveTeens.org
  - Pacific Pride Foundation - PacificPrideFoundation.org
  - AHA! Attitude, Harmony, Achievement - AHASB.org
  - JUST Communities - Just-Communities.org

## *Academic Honesty* \_\_\_\_\_

Santa Barbara Middle School expects students to do their own work. This includes that they will do their own homework, take tests without using unauthorized help, and turn in their original work for all assignments.

Students shall not misrepresent test materials, research information, and classwork and/or homework assignments as their own. Academic dishonesty includes but is not limited to the following:

- Turning in any work, or part thereof, that is not the student's own work.
- Using electronic devices to cheat, including but not limited to looking up, photographing, recording or texting information.
- Copying another student's or author's work or class assignment.
- Allowing another student to copy your work or your assignment.
- Putting your name on another student's paper/project/work.
- Using a "cheat sheet" or any unauthorized piece of writing on a quiz/test.
- Giving another student help on an individual quiz/test.
- Using any material from the internet without proper citation and appropriate credit.
- Tampering with the teacher's grade records or tests (this offense is suspendable or expellable).
- Stealing and/or selling quizzes or exams (this offense is suspendable or expellable).

The classroom teacher or Assistant Head is responsible for determining if cheating has occurred. Consequences include but are not limited to redoing the assignment for no or partial credit.

## *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

- a. Attend all classes, be on time and bring all appropriate materials.
- b. Stay within all school boundaries during school hours.
- c. Do not use or possess drugs, alcohol, or cigarettes (including e-cigarettes and vaping devices) on campus or during any school-sponsored event or trip.
- d. Dress in a way that protects you, both physically and socially.

### 2. TAKE CARE OF EACH OTHER

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

### 3. TAKE CARE OF THIS PLACE

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

## *Discipline Policy*

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SBMS as a school asks students to adhere to our 3 simple rules and follow all school policies as outlined above. That being said, we know that pre-adolescents and adolescents are meant to test boundaries and limits. Failure to honor these 3 simple rules may result in disciplinary action, including warnings, restriction of access, restriction of participation in school events, confiscation of devices or other items, suspension, and/or expulsion from school, and/or legal action. If legal action is considered, all students involved may be asked to stay home until an investigation has concluded. SBMS in all situations will attempt to employ principles of restorative justice as part of the discipline process.

Our philosophy of discipline revolves around RESTORATIVE JUSTICE and the principles defined in that practice. "Restorative Justice is a theory of justice that emphasizes repairing the harm caused by [inappropriate] behavior. It is best accomplished through cooperative processes that allow all willing stakeholders to meet, although other approaches are available when that is impossible. This can lead to transformation of people, relationships and communities." ([restorativejustice.org](http://restorativejustice.org))



## *Attendance Policy* \_\_\_\_\_

**ABSENCES AND TARDIES:** At SBMS we believe that learning happens everywhere you go. Medical appointments, religious events, special family circumstances are all absences and tardies that we excuse.

We also know that children will benefit the most from our program if in regular attendance and consistently on time. It is disruptive to the student's learning when students are repeatedly absent and/or are late for school.

If a student is absent, please notify the office and their grade level dean. If a student is late, they 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 absences and tardies. A monthly record of these will be given to the dean of each grade. Parents may be contacted if absences and tardies become a problem.



## **IV. FOR PARENTS**



## *Parent Association*

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On behalf of the Parent Association (PA) of Santa Barbara Middle School, welcome to the 2021-2022 school year! As parents, we are all automatically members of the **Parent Association**.

As your child commits to a year of making the most of all that SBMS has to offer, we hope you will too -- by supporting Parent Association efforts. The purpose of the Parent Association is to promote communication between SBMS faculty, staff and families, and to strengthen school spirit and community by volunteering to support school events. Monthly PA meetings will provide a forum for you and staff to stay connected, and most meetings feature a presentation on a topic of interest to parents of teenagers. Social events for parents and families pave the way to make and deepen friendships. Here is a snapshot of activities the PA will be organizing and supporting this year:

- Parent coffee morning breaks in the parking lot
- Monthly meetings to stay current on school news
- Teacher Appreciation Week
- Weekly Sunrise Swim doughnuts and coffee
- Volunteer support for Homecoming, Songfest, the Dinner/Auction event, and Rites of Passage
- Grade-specific parent and family social gatherings several times a year
- SBMS Cares assistance for families in short-term need of meals, rides, etc. when dealing with illness, birth of a new baby, or other family disruptions.

Whether you volunteer to drive students to off-campus activities, assist with decorations at Homecoming, bake healthy snacks for the Community Kitchen, or just attend Parent Association meetings, please join us in embracing SBMS. Carpe Diem!

We look forward to seeing you and your family when school starts!

With gratitude,  
Your SBMS PA Chairs and Grade Reps



## ***Giving Back: How Parents Support SBMS***

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Our community is the foundation of our school and creates the magic on which the 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 food preparation in the Community Kitchen. 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!

**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, the Spring Dinner & Auction, and Rites of Passage.

### **FUNDRAISING & PHILANTHROPY**

At the heart of it, philanthropy is an important way our community signals their belief in Santa Barbara Middle School. We aspire to offer a transformational experience for every one of our students and this is only possible thanks to the generous fundraising support we receive each year. With each gift, our community of supporters communicates their commitment to ensuring Middle School has the necessary resources to realize our dream of being a middle school unlike any other on the planet.

As one member of the SBMS family shares about the importance of giving back: “I think the reason to give above and beyond tuition is twofold 1) to create a margin of excellence above what tuition can support, and 2) to provide outstanding educational opportunities to students who otherwise can’t afford an independent school education.”

Like most independent schools, SBMS has a rich tradition of giving back through a variety of fundraising efforts and all gifts are tax-deductible. Every year, there are several ways you can contribute to our fundraising program.

**Annual Fund.** The SBMS Annual Fund is the foundation of fundraising at Middle School. The Annual Fund provides essential funding that supports and enriches every side of the Diamond - contributing roughly 7% to the School’s annual operating budget. Truly a whole community effort, we receive support from every corner of the SBMS family. Alumni, past parents, grandparents, and friends all give generously and we are proud to celebrate that nearly all of our current parents and 100% of faculty, staff, and trustees lead the way with their support every year! The Annual Fund campaign takes place every Fall and we invite all current parents to participate.

**Spring Dinner & Auction.** Mark your calendars for May 7, 2022! Our largest community and fundraising event, our Spring Dinner & Auction is an opportunity to support school-wide needs and fund priority projects. There are numerous volunteer opportunities, and we welcome all parent participation in making it a successful and fun evening!

**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, scholarship, or our historic and beautiful campus.

SBMS is a 501(c)(3) non-profit school, and all donations are tax-deductible. *If you’d like to get involved or learn more about how you can contribute, please contact Colin Donovan Wyatt, Director of Development, at [colindw@sbms.org](mailto:colindw@sbms.org).*

## *The Inside Scoop: Parent's Guide to SBMS*

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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 6<sup>th</sup> and 7<sup>th</sup> grade projects and another evening is dedicated to 8<sup>th</sup> and 9<sup>th</sup> grade projects.

**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 truly describe a campfire; rather, they are each unique and the only real way to understand one is to experience it.

**CAREER STUDY WEEK** – Career Study Week is a required work-study program in which every 7th and 8th grade student "works" in a real job of their choosing for one week. Career Study Week is held the week before or after Thanksgiving Break and students must work their 25 required hours.

Career Study Week runs concurrently with the Parent/Student/Teacher Conference week. 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 receive credit for the community service hours required for high school graduation.

**CONFERENCES** – We hold Parent/Student/Teacher Conference during Career Study Week before our Thanksgiving break every year. We devote time 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 the front office.

**COMMUNITY KITCHEN/HONEST FOOD** – The Community Kitchen's mission is to offer honest food. Food made with high-quality intentions that promotes inclusivity and develops community. This is the food policy, mission statement and directive for which all nourishment on campus and trips is managed. As manager of the food program, P.A. hopes every family will support this direction the school is taking with high quality intentions to provide the best nourishment to the students, faculty, staff and families.

**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 The Warehouse to shop for outdoor gear. Families can also 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 may also opt to sleep a little longer to aid their adolescent bodies and brains and arrive at school at the official 9:15 am start time.

**FALL TOWN MEETING & MEDIA PRESENTATION** – This event is held during the first week of December, and it is a celebration of the hard work and growth our students experience on the Fall Expedition. This is a special, all-school event and families are strongly encouraged to attend.

**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.

**THE GARDEN** - We have a beautiful school garden with an assortment of fruits and veggies for our students to enjoy. The gardening elective teaches how to plant, care for and harvest produce while also learning how compost works and the value of growing your own food.

**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 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** – The 6<sup>th</sup> and 7<sup>th</sup> grades are referred to as the “Lower School” and often host events and meetings as a village.

**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.***

**rites of passage** – This is our graduation ceremony for the 9<sup>th</sup> 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 8<sup>th</sup> grade class. The entire school is invited to attend.

**SAG WAGON** – Standing for Support and Gear (SAG), 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 events. Please 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 bike ride (usually up Romero Canyon) to enjoy sunset with hot chocolate and other treats.

**SONGFEST** – This is our annual music showcase held at Chase Palm Park and performed by students with varying abilities of musical talent. Some are beginners, and some are ready for the big stage. 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, and all families are encouraged to attend.

**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.

**SUNRISE SWIM** – Most Friday mornings, we begin the day at Leadbetter Beach with an optional swim in the ocean at 6:45 am. Coffee and donuts are provided, and a \$2 donation is suggested.

**TOWN MEETING** – Every Friday we reserve time for our school to come together after lunch to celebrate student accomplishments, witness 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 8<sup>th</sup> and 9<sup>th</sup> grades are called the “Upper School.” The 9<sup>th</sup> 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 9<sup>th</sup> graders journey from being leaders at SBMS to departing for high school and becoming young adults.

## **V. OUTDOOR EDUCATION**



## *Outdoor Education Program*

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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.

SBMS 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 produce 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 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 United 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 with a few other families as a team. Riding groups include 2 teachers, a bike monkey (mechanic) and often a parent. Each student chooses a partner within their riding group 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 one's self physically and emotionally.

## **MID-YEAR EXPEDITIONS**

These expeditions do not necessarily involve bicycles. For nine 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: 'Backpacking' 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, Canoeing or Surf and Cycle. Most students cycle and backpack in the Santa Barbara backcountry or across Catalina Island; kayakers paddle the Gaviota Coast, canoers paddle their way down the Colorado below Hoover Dam 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. Volunteers must go through vetting and orientation training to go on trips.

Parents interested in volunteering for an expedition need to email Erin Finnegan, Director of Outdoor Education, at [erin@sbms.org](mailto: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](mailto:erin@sbms.org).*

## Expedition Equipment Information

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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.*

### TRIP TIPS

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.

**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, fingernail 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 recommended to carry a well-stocked first aid kit. We feel it is important not only for emergency use, but also for setting good outdoor habits. *The Warehouse* has well-equipped first aid kits for sale.

**TENT** We suggest a 2-or 4-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 adjust the helmet 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 and/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 email Erin Finnegan at [erin@sbms.org](mailto: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.

SBMS medical training and experience far exceeds industry standards. While all staff members receive Wilderness First Aid, CPR and AED training, this is considered to be the beginning of their training. Throughout the year, staff receive Continuing Medical Education (CME) updates via email on review topics such as snake bites, head injuries, flu information and many other current medical concerns. All staff discuss ongoing student medical concerns at weekly staff meetings and all staff begin the year with a three-hour Medical In-service on EMT level diagnosis and treatment procedures.

Many SBMS faculty and staff have taken additional formal medical and rescue training. These courses include Wilderness First Aid, Wilderness First Responder, Emergency Medical Technician (EMT), Wilderness EMT Upgrade, Lifeguarding and Search and Rescue training.

- 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 their medical information and parents' name, address, phone number, and insurance information along with any prescribed emergency medication
- Each student rides and hikes with a partner and is always in a team with adults in front and at the rear of the group. 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 outdoor situations: "Lost in the Woods," water purification, large group illness, etc.
  - 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 SBMS trip vehicle is maintained for safety and every trip vehicle (SBMS or parent) has a copy of each student's medical release form. Every school vehicle has an extensive first aid kit.
- Each Sag Wagon (Support and Gear Van) 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 most trips, students eat dinner in a "family" consisting of 2-3 adults and 6-10 students. In the family, adults can observe students to be sure they are healthy, eating well, and interacting with others.
- 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. Students are required to always be with a friend.

## **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 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 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.

## **SBMS CAMPUS SAFETY**

- SBMS takes safety seriously in every aspect of campus life. Our Safety Committee meets regularly to identify, assess and mitigate hazards, whether in the classroom, on the playing fields, on field trips, or on trip expeditions. Please contact safety staff at [office@sbms.org](mailto:office@sbms.org) for any safety questions or concerns.
- You can view our [SBMS Safety Plan Document](#) on the HUB.

## *The Warehouse*

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**THE WAREHOUSE** is a school-owned outfitting store that sells trip-related clothing and camping equipment to SBMS families. It is operated by staff Erik Edwards ([warehouse@sbms.org](mailto:warehouse@sbms.org)).

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. Staff will also work to ensure families are not over-purchasing for trips. The more streamlined a packing list is, the better! In addition to the required equipment, we also rent backpacking and kayaking supplies for other SBMS trips throughout the year.

Specific store hours will be posted in the SCOOP before trips. The Warehouse will generally be open the two weeks before each trip for your shopping needs.

## *Student Expedition Agreement* \_\_\_\_\_

Each year, SBMS students and staff have the opportunity and privilege of making the outdoors their classroom. The sense of adventure and freedom gained from these expeditions also means accepting a great deal of responsibility for the benefit of each individual and of the community.

Therefore, students are asked to agree to a few rules created for their safety and for the protection of the SBMS Outdoor Education Program. Following these rules will mean that each student will return to their family safely, having enjoyed, learned and grown from the experience. While we are all aware of the importance of safety on a bicycle, on a kayak, or on the trail, we must remember that the success of the outdoor program also depends on our behavior in camp and in any place where we represent the school.

The purpose of this document is to remind students of the agreement they must make in order to be able to participate in the outdoor program. Please initial next to each rule to show you agree to uphold your end of the Deal.

\_\_\_\_\_ 1. Students must maintain their assigned tent partners during the trip. Before each trip, students must have a specific space in a tent. Students may sleep by themselves, or in groups of 2-3 of the same or similar gender identity. Students will follow staff instructions on placement of tents while in camp.

\_\_\_\_\_ 2. Your tent is your domain. The use of a tent is reserved to its occupants only. Socializing is welcome outside where everyone can be included. No one is allowed in anybody else's tent, regardless of gender identity and/or time of day. **If there is any activity in your tent that breaks this agreement and/or the rules of the school by you or your tent-mate, you may be held responsible.** If you have any concerns, please speak to a staff member.

\_\_\_\_\_ 3. Sleep is essential to health. After evening curfew, students - except in an emergency - must remain in their tents, become quiet, and drift off to sleep, so everyone can rest. Time is given before curfew for a visit to the bathroom. Silence should be respected until morning wake up call.

\_\_\_\_\_ 4. Participating in the SBMS Outdoor Education program teaches independence and responsibility. Leaving a place better than we found it is a way to show our respect for the environment. Students agree to pick up trash daily (theirs and others') in camp and at other appropriate places. Not generating any trash is even better!

\_\_\_\_\_ 5. In order to fully and successfully enjoy the wide range of activities and adventures, you must be prepared with the appropriate clothing and gear.

- Expedition attire is required for outdoor education activities (see packing lists).
  - For example, close-toed shoes and cycling shorts are required
  - Specifically no volleyball (short) shorts nor tank tops.
- Clothing must not be offensive and not reference violence, profanity, drugs, alcohol or tobacco.
- Undergarments should not be visible.
- Clothing should not be transparent or expose the bottom, torso or chest.

\_\_\_\_\_ 6. The trips are designed to unplug and enjoy the power of nature and community. Thus, no electronic devices are allowed during the trip itself. This includes smart watches, cell phones, games, computers, CD/MP3 players, and any other device present or future. Leave cell phones at home. Parents: please do *not* give a cell phone to your child and tell them to keep it 'just in case.'

\_\_\_\_\_ 7. For the safety and health of students in the outdoors, listening to and following instructions given by adults (teachers, parents, other adults) is necessary. Your safety and that of your friends depends on it.

\_\_\_\_\_8. In order to maintain a comfortable physical and social space for all, students may not engage in any sexual activity whatsoever during any moment of the expedition. Sexual activity includes kissing and beyond. Appropriate affection in the presence of others is OK. If at any time, any member of our community feels uncomfortable because of sexual activity (witnessing or participating), please speak to a staff member.

\_\_\_\_\_9. In order to support a healthy and safe environment for all, students may not engage in any drug, nicotine, alcohol or other controlled substance related activity whatsoever during any moment of the expedition. If you have any concerns, please speak to a staff member.

\_\_\_\_\_10. **Do not jeopardize your presence on the expedition or at Santa Barbara Middle School by ignoring any of the aforementioned rules. Should a student choose to disregard any of these expectations, they run the risk of being sent home from the trip (at family's expense), suspended from future trips, as well as being suspended or expelled from school, at Headmaster's discretion.**

Please respect the expectations, purpose and spirit of this agreement, so that we can all continue to enjoy and learn from our adventures in the outdoor classroom. Let's support each other and work together to make each expedition fun and memorable. Ultimately, it is up to all members of the community to uphold the agreed upon rules in order that everyone is safe, healthy, and successful in our expeditions for generations to come.

Remember: **Because of them, us. Because of us, them.**

My name is \_\_\_\_\_

I have read and heard the **Expedition Agreement**, and am willing to abide by its guidelines.

*Student's signature:* \_\_\_\_\_

## *Fall Expedition Packing List* \_\_\_\_\_

The gear list is based on 40 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](mailto: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 and/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 are a good option as well)

\_\_\_\_ (2) pairs camp shorts

\_\_\_\_ (2) pairs long pants for in camp (jeans and sweatpants ok)

\_\_\_\_ (1) pair fleece mid-weight pants (thicker than long underwear) (optional)

\_\_\_\_ (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) Swimsuit
- \_\_\_\_ (1) Wetsuit or rash guard for kayaking (optional)
- \_\_\_\_ (1) Bandana
- \_\_\_\_ (1) Closed-toed cycling shoes **Required to Ride** (regular athletic shoes or shoes for cycling)
- \_\_\_\_ (1) Hiking/camp shoes (comfortable, closed-toed for walking and in camp)
- \_\_\_\_ (1) Kayaking shoes – can use booties, old sneakers, Chaco or Teva type sandals. 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 (Tent can be up to a 4 person maximum but with only 3 students per tent) **Must have a rain fly that covers the entire tent.** Make sure all tie down cords, poles, stakes, ground fly are labeled and packed. Low profile tents only please.
- \_\_\_\_\_ 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**

- \_\_\_\_\_ 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)
- \_\_\_\_\_ Small first aid kit with basic first aid supplies (no medications, please)
- \_\_\_\_\_ 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 certain electronic equipment such as GPS devices during 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)
- \_\_\_\_\_ 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)