PACIFIC BEACH MIDDLE SCHOOL

An International Baccalaureate World School

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STUDENT & FAMILY HANDBOOK
2026-2027

STUDENT NAME

Schedule of Classes

Period	Class	Room	Teacher
1			
2			
3			
4			
5			
6			
7			
8			

Pacific Beach Middle School

IMPORTANT DATES

2026-2027 School Year



August 2026 **PRINCIPLED**	10 – First Day of School
September **KNOWLEDGEABLE**	3 – Picture Day 7 – Labor Day (No School) 3 – Back to School Night 18 – END OF GRADING PERIOD 1 (P1)
October **BALANCED**	8 – Counseling Conferences 9 – Make-Up Picture Day 12 – Non-Instructional Day (No School) 30 – END OF GRADING PERIOD 2 (P2)
November **OPEN MINDED**	11 – Veterans Day Observed (No School) 20 – Minimum Day (School out @ 12:35pm) 23 to 27 – Thanksgiving Break (No School)
December **CARING**	18 – END OF SEMESTER 1 (S1) 18 – Minimum Day (School out @ 12:35pm) 21 to Jan 4 – Winter Break (No School)
January **COMMUNICATORS**	5 – School Re-opens 11 to 15 – 6th Grade Camp 18 – MLK Day (No School) 22 - Student Led Conferences
February **COURAGEOUS**	11 – END OF GRADING PERIOD 3 (P3) 11 – Minimum Day (School out at 12:35pm) 12 to 15 - President's Day (No School) 22 – 8th gr. Community Projects Due
March **INQUIRERS**	8 – Non-Instructional Day (No School) 11 – IB Student Showcase 26 – END OF GRADING PERIOD 4 (P4) 26 - Minimum Day (school out at 12:35pm) 29 to April 2 – Spring Break (No School)
April **THINKERS**	5 – School Re-opens 19 to May14 - State Testing
May **REFLECTIVE**	4 – Service Logs Due – Star Wars Dress Up Day 26 – 8th Grade Promotion Ceremony @ MBHS Stadium at 10:00am 26 – Minimum Day (School out @ 12:35pm) 26 – END OF SEMESTER 2 (S2)

Pacific Beach Middle School

Bell Schedule 2026-2027

Regular Day A/B Schedule (M-Th)		
Breakfast	7:35 – 7:55	20
Period 1/5	8:00 – 9:30	90
Period 2/6	9:35 – 11:00	85
Nutrition Break	11:00 – 11:10	10
Period 3/7	11:15 – 12:40	85
Lunch	12:45 – 1:15	30
Period 4/8	1:20 – 2:45	85

Modified Friday Schedule		
Breakfast	7:35 – 7:55	20
Period 1/5	8:00 – 9:20	80
Period 2/6	9:25 – 10:40	75
Nutrition Break	10:40 – 10:50	10
Period 3/7	10:55 – 12:10	75
Lunch	12:15 - 12:45	30
Period 4/8	12:50 – 2:05	75
Thursday February 11 will be a modified day		

Minimum Day Schedule (Nov 20, Dec 18, Mar 26, May 26)		
Breakfast	7:35 – 7:55	20
Period 1/5	8:00 – 9:00	60
Period 2/6	9:05 – 10:00	55
Period 3/7	10:05 – 11:00	55
Lunch	11:05 - 11:35	30
Period 4/8	11:40 – 12:35	55

2026-2027 DISCIPLINE POLICY

Pacific Beach Middle School student expectations consist of a set of rules developed by the PMBS school community in order to make our school a better place.
We call our student expectations the PBMS Non-Negotiables.

PBMS Non-Negotiables

1. **On Time**
2. **Follow PBMS Dress Code**
3. **Appropriate Language - No profanity and no slurs**
4. **Cell phones and earbuds off and in backpacks**
5. **No gum**



PBMS Non-Negotiable Number 1: "On Time"

Students are expected to be on time and prepared to learn, every period of every day.

- Tardiness may result in a lowered citizenship grade, per each teacher's class expectations and syllabus.
- Tardiness impacts student learning, and therefore may result in a lowered academic grade.
- If tardiness is not resolved under the teacher's classroom procedures, students will be referred for counseling intervention and administrative discipline, which may include lunch detention or Core Academy.

Student absences (full day or partial day) must be cleared with a note or phone call from the parent/guardian to the attendance clerk. Uncleared absences will be considered "unexcused" or "truant" if not cleared within three days.

Excused absences include:

- Personal Verified Illness.
- Personal Verified medical/dental appointment.
- Funeral services of parent, sibling, grandparent, or any relative from the child's immediate household. (Limited to one day in California and three days out of state).
- Personal, verified court appearance
- Recognized religious holiday

Unexcused Absences Include:

- Personal or family problems, truancies, oversleeping, etc.
- Public transportation delays, traffic, car troubles, etc.
- Vacations or out-of-town trips not included in "excused absences."
- Babysitting or taking care of other family members.
- Going to work with parents or other family members.

Medical/Dental Appointments:

- Every effort should be made to schedule appointments outside of school hours.
- A student may be excused during the school day with a note or phone call from the parent/guardian to the attendance clerk. An administrative "blue slip" will be issued to document such absences.
- The student must sign out at the attendance office when leaving campus.
- Verification from a medical professional may be required.

Leaving Campus (Truancy)

- Once arriving at school, students may not leave campus before the end of the school day without parent permission (see Medical/Dental appointments, above).
- Students leaving campus without authorization will be considered truant. This includes leaving campus before the first bell of the school day.
- Students showing a pattern of truancy will be referred for counseling intervention and administrative discipline.

Independent Study Contract

- Contracts for Independent Study are permitted, but they are discouraged because extended absences are not in the student's best interest.
- Requests for CIS must be received by the attendance clerk two weeks prior to the absence.
- Students with an IEP may not receive a CIS without an IEP meeting where the team agrees to the CIS.
- Questions regarding CIS will be directed to the administration.

PBMS Non-Negotiable Number 2: "Follow PBMS Dress Code"

The intent of the Pacific Beach Middle School Dress Code is to continue growing our positive and inclusive community by giving our students more choices in how they express themselves in the way they dress. Our expectation is that all students will dress in a way that is appropriate for a school setting or for any school-sponsored event, and that their clothing choices do not interfere with the health and safety of any other student, and do not contribute to a hostile or intimidating atmosphere for any other student. The following policy is intended to provide guidance for students, staff, and parents.

PBMS Dress Code

Basic Principle: Students must be appropriately clothed at all times. Attire deemed inappropriate is clothing which, by nature, exposes excessive portions of the skin that may be viewed as inappropriate for an educational environment. All items in the Must Wear category below must meet this basic principle.

Students Must Wear:

- A shirt or top (with fabric in the front and back to the hips, on the sides under the arms and straps over the shoulders), AND
- Pants/shorts (3-inch minimum inseam)/skirts or the equivalent (for example, sweatpants, leggings, a dress)
- Closed toe shoes
- **Additional Requirements:**
    - Clothing cannot reveal visible undergarments - no sagging
    - No accessories that could be considered dangerous or could be used as a weapon
    - Clothing may not depict:
        - Violent language or images
        - Language or images regarding drugs, alcohol, vaping, tobacco products, paraphernalia, or gang affiliation
        - Hate speech, profanity, pornography
        - Images or language that creates a hostile or intimidating environment for others.

Dress Code Accountability:

The administration reserves the right to determine what constitutes appropriate dress. Students who do not follow our PBMS Dress Code guidelines outlined above will be provided with three (3) options:

- They will be asked to put on their own alternative clothing, if already available at school, to be dressed more to code for the remainder of the day.
- They will be provided with clean, temporary school clothing to be dressed more to code for the remainder of the day.
- If necessary, parents may be called during the school day to bring alternative clothing for the student to wear for the remainder of the day.

PBMS Non-Negotiable Number 3: "Appropriate Language - No Profanity and No Slurs"

- Students may only use language that is acceptable and appropriate to an educational setting.
- Obscene and vulgar language including racial, religious, ethnic and sexist slurs is unacceptable.
- Language and terms that show disrespect for a person's self-identity is unacceptable.
- Obscene and vulgar gestures and symbols are also unacceptable.

PBMS Non-Negotiable Number 4: “Cell Phones & Earbuds Off and In Backpacks”

PBMS is not responsible for lost or damaged electronic devices.

● Use of personal electronics is not allowed during instructional time, passing periods, or lunch time.
● Personal electronic devices must be powered off (not just on “silent”) and stored out of sight during instructional time, passing period, and lunch time.
● “Instructional time” includes any time on school buses and on school-sponsored activities under the supervision and control of school staff.
● Students may only use personal electronic devices on campus before and after school.
● Personal electronic devices used in violation of these rules may be confiscated by school staff.
● Confiscated personal electronic devices must be claimed by a parent/guardian.
● Repeated violations will be referred for counseling intervention and administrative discipline.

Parents/guardians - please do not call or text students during school hours. Please contact the school office to relay important or emergency messages to students during school hours.

PBMS Non-Negotiable Number 5: “No Gum”

- Gum is not allowed on campus at any time, including all classrooms, PE fields, outdoor areas, restrooms, and lunch areas.
- Food and candy is not allowed in classrooms unless specifically approved by school staff for a special event.

Student Behavior

The following section outlines specific expectations for students at PBMS. Please review the SDUSD Restorative Discipline Policy for more information.

Disruption of the Learning Environment/Defiance

- Students who defy the authority of any school staff member, or refuse to follow directions, may be referred for counseling intervention and administrative discipline.
- Disruption may include using, playing with, or displaying personal items which are not related to instruction in class. Electronic devices, toys, stuffed animals, and other non-instructionally-related or distracting items may be confiscated by school staff, and claimed by a parent/guardian.
- PBMS staff are not responsible for personal items brought by students to school.

Traveling To and From School

- Students are responsible for their actions while traveling to and from school. School administration holds the authority to enforce behavioral expectations before and after school as students are traveling to and from school.
- This includes the school bus or any other mode of transportation to and from school.
- PBMS students are expected to
    - Be polite and respectful toward our school neighbors while traveling to and from school.
    - Follow safety and traffic laws when walking or riding in the community.
- This also means not hanging out in yards or driveways, being respectful at the rec center, neighborhood shops and businesses.

PBMS Wheel Policy

Your safety is our top priority. For this reason, PBMS has implemented a new policy for students who ride wheels to school (bikes, skateboards, scooters, ebikes, unicycles…). to school.The following rules are in place for the protection of riders, pedestrians, and automobile drivers. Regulations apply on campus, on the way to school, and on the way home from school.

Education: Students must attend a bike safety course. This will take place during students **PE classes in August**. We will accept an alternative course completion certificate for students who are absent or unable to attend the school-wide bike safety course.

Safety

- Riders must wear a safety helmet with the safety strap buckled securely beneath the chin.
- Passengers are only permitted to ride bikes with a factory-installed passenger seat and must wear a properly secured helmet.
- All riders must use the Diamond St. gate. No wheels are permitted in the parking lot or through the Wave gate.
- Wheels must be walked when on school grounds. Students must dismount their wheels as they enter the Diamond St.gate.
- Wheels must be parked in the racks, must have a PBMS issued Wheel Permit, and must have a lock. **The school assumes no responsibility for the wheels or its accessories.**
- Under the law, a bicycle is regarded as a vehicle and as such, the rider must obey all of the traffic laws that apply to any vehicle. (e.g. riding on the right hand side of the road, using hand signals, walking the bike in crosswalks, etc.)

NOTE: The privilege of riding may be suspended or revoked by administration if a student does not obey the above, or other, reasonable safety rules and regulations.

Registration: Once the students complete the course, they can turn in their Wheel Application to the main office. Students who completed the safety course and turned in an application will receive their wheel and helmet tags on **Friday, August 28**. Enforcement begins on **Monday, August 31**.

Enforcement: PBMS will engage in progressive discipline using the following steps.

- 1st offense: Warning could also include a call home
- 2nd offense: Student Conference, review of requirements with staff, phone call home
- 3rd offense: Student / parent conference with loss of bike parking privileges

NOTE: The privilege of parking a rideable may be suspended or revoked by administration if a student does not obey the above, or other reasonable safety rules and regulations.

Additional Information

Scripps Health Injury Prevention Program * San Diego County Bike Coalition * City of San Diego Alternative Vehicle Information * San Diego City E-Bike Laws and Safety Tips

School Bus

- Safety of all students on the school bus is the top priority. The bus driver is the one and only authority on the school bus. Everyone on the school bus must follow the rules and instructions communicated by the bus driver.
- Disciplinary referrals from the bus driver carry the same weight as in-school disciplinary referrals and will be handled by the school administration. Students with more than one disciplinary referral from the bus driver may lose bus-riding privileges, and the parent/guardian becomes responsible for student transportation to and from school.

Loitering on School Grounds

- While on campus, students must be in class, passing between classes, at nutrition break, or at lunch. Students outside of class at any other time must be accountable to a school staff member, who should issue a written pass or give explicit permission.
- Any non-student (adult or minor) who is not a student must check in at the office and be approved by the administration before entering campus.
- All students must leave the PBMS campus within 5 minutes of their last scheduled class of the day.
- Students in PrimeTime, tutoring, extracurricular activities, or special events must be accountable to a school staff member, who should issue a written pass or give explicit permission.

Vandalism

- Anyone who damages school property may be required to pay legal reparations, up to $5,000.00. Vandals are subject to suspension and referral to school police.
- Students may not carry permanent markers or paints with their school supplies.

Harassment and Bullying

- PBMS students are expected to be polite and respectful toward all members of our school community.
- Students may not engage in verbal, visual, or physical conduct directed toward any individual, that has a negative impact on the individual's state of mind. This includes statements made via text message, social media, email, or any other written or electronic medium.

- School administration holds the authority to investigate harassment and bullying incidents that are school-related but occur off-campus or outside of school hours.
- Harassment and bullying in any form will not be tolerated. All incidents should be reported to any adult on campus immediately, via email or through the PBMS website.
- For more information and links to the SDUSD bullying policy, click below
    - Anti bullying and Intimidation - San Diego Unified School District

Public Display of Affection

- Display of affection such as kissing and body touching are not appropriate in the educational setting and will not be permitted at any time.
- Student noncompliance may be referred for counseling intervention and receive a phone call home.

Sexual Harassment

- PBMS students are expected to be polite and respectful toward all members of our school community
- The San Diego Unified School District prohibits sexual harassment, as defined in California Education Code, to mean unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature.
  SDUSD Student Sexual Harassment Policy
- Harassment in any form will not be tolerated. It should be reported to any adult on campus immediately, via email or through the PBMS website.

Fighting and Making Threats

- PBMS students are expected to be polite and respectful toward all members of our school community.
- Fighting is never allowed on campus, or when traveling to or from school.
- Threatening or intimidating others is never allowed on campus, or when traveling to or from school.
- “Play fighting” will be treated the same as intentional aggressive fighting.

Drugs and Alcohol

- Possession or use of marijuana, prescription drugs, narcotics, dangerous drugs, drug paraphernalia, vaping devices and substances, and alcohol on school grounds and traveling to and from school is unlawful
- Prohibited activities include planning, referencing, or facilitating drug or alcohol use during the school day, or while traveling to or from school.

Possession, Display, Use of a Weapon

- No student or adult may possess a firearm, knife, explosive, or any other dangerous object on school grounds.
- Any possession, use, or display of a weapon on school grounds will result in immediate police response.

Thefts and Extortion

- No student or adult may take money or possessions of value from another person through intimidation or violence.
- No student or adult may steal or attempt to steal school property or personal property.
- Any theft on school grounds will result in commiserate consequences.

Student Search and Seizure

While we respect the privacy of all learners, there may be situations where school officials are legally required to conduct a search in order to protect the health, safety, and property of students, staff, and the school community. For more information, please review the San Diego Unified School District’s Administrative Regulation 5145.12 on Student Searches..

PACIFIC BEACH MIDDLE SCHOOL
ACADEMIC HONESTY POLICY

Cheating, copying the work of others, using AI without permission from teachers or allowing others to use one's work is a disruption to the educational process. PBMS students are expected to complete their own work to the best of their abilities at all times. The judgment of PBMS staff, supported by evidentiary findings, will be the determining factor in assessing potential instances of plagiarism, cheating or academic fraud on a case-by-case basis. Resulting disciplinary action will negatively impact academic and citizenship grades for the course.

MISCONDUCT	CONSEQUENCES
Cheating on Tests and Assignments: A student is cheating when he/she is guilty of dishonesty on any exam, quiz or assignment. Examples: copying others' work or turning-in parent-produced or sibling-produced materials.Referencing external websites during computer-based assessments. ***Students are responsible for their own work.***	**First violation:** ● Teacher discretion if a student is allowed to redo the assignment. ● Citizenship lowered ● Notification of parents by teacher **Second violation:** ● Referral to administration for documentation ● Possible NO credit for the assignment at 6-week grading period.
Plagiarism/Parent-Produced Assignments: Plagiarism is the use of others' creations without giving credit. All students *must* give credit to artists, authors, singers, or inventors, when they use their words, ideas, lyrics, pictures, photos, art, in their projects, assignments or reports. For example, if you create a poster using a photo from the Internet, at the very least, you must include information about where you found the photo and include the name of the photographer. To prepare you for high-school, PBMS teaches you to cite your sources using the MLA style.	**First violation:** ● A "No Credit" or low-rubric score on the assignment ● Parent notification by teacher **Second violation:** ● Referral to administration for documentation ● Parent notification ***Parents/guardians are asked to supervise and validate the authenticity of student work and projects completed at home.***
Theft or Alteration of Materials: A student would be guilty of theft or alteration of materials if he/she is caught stealing, exchanging or altering test or class materials. ***Providing another student with answers or classwork cheats him or her out of the opportunity to learn.***	**First violation:** ● Parent notification by teacher **Second violation:** ● Referral to administration for documentation ● Possible suspension

PACIFIC BEACH MIDDLE SCHOOL
PROMOTION POLICY
8th Graders: Review Carefully

Students in good standing who wish to participate in the end-of-year promotion ceremony and activities will be assessed by the administration in accordance with the following academic and behavioral expectations:

- No Failing grade in any class for the second semester.
- No U in citizenship in any class for the second semester.
- No excessive tardies (no more than 6 tardies per grading period).
- No suspensions or major behavior incidents during the last grading period.
- No more than two suspensions for the entirety of the school year.
- Completion of a minimum of 20 hours of documented community service.
- Successful completion of an 8th grade IB/MYP community project and presentation. *Distinction is earned through an additional presentation evaluation.*
- Zero behavioral issues during any of the 8th grade activities or the promotion ceremony itself.

Note: The administration may convene a Promotion Appeals Panel in the week prior to the end of the school year. If convened, the panel would review the individual student profiles on a case-by-case basis and determine eligibility for promotion and/or 8th grade activities.

Pacific Beach Middle School

An International Baccalaureate World School



PBMS Mission Statement:

Pacific Beach Middle, an IB World School, aims to provide a compassionate and caring environment that fosters student inquiry, critical thinking, communication, and holistic learning. All students will have the opportunity to become successful internationally-minded lifelong learners who use their skills, knowledge, understanding, and attitudes to solve real-life problems and create a healthy and peaceful world.

What is an International Baccalaureate (IB) Education?

Our IB Middle Years Program (MYP) was authorized by IBO in 2007. Every PB Middle classroom is an IB MYP classroom, and every student is an IB student. The IB MYP provides a framework of learning that encourages creative, critical, and reflective thinking. The IB MYP emphasizes intellectual challenges and taking action in an attempt to understand and solve real-world problems. The IB MYP develops international-mindedness based on communication, intercultural understanding and global engagement-essential qualities for leadership in a rapidly changing world.

International Baccalaureate Mission Statement:

IB mission statement The International Baccalaureate aims to develop inquiring, knowledgeable and caring young people who help to create a better and more peaceful world through intercultural understanding and respect.

To this end the organization works with schools, governments and international organizations to develop challenging programmes of international education and rigorous assessment.

These programmes encourage students across the world to become active, compassionate and lifelong learners who understand that other people, with their differences, can also be right.

International Baccalaureate
MYP at a Glance

Pacific Beach Middle School

MYP Subject Groups

- Mathematics
- Sciences
- Language & Literature
- Individuals & Societies
- Language Acquisition
- Physical & Health Education
- Arts
- Design

Approaches to Learning (ATL)

- Communication Skills
- Social Skills
- Self Management Skills
- Research Skills
- Thinking Skills

Acronyms

- UOI: Unit of Inquiry
- ATL: Approach to Learning
- SOI: Statement of Inquiry
- BQC: Building Quality Curriculum
- ATT: Approaches to Teaching

16 MYP Key Concepts

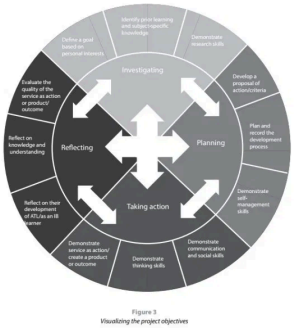
- Aesthetics
- Connections
- Form
- Perspective
- Change
- Creativity
- Global Interactions
- Communities
- Relationships
- Culture
- Communication
- Identity
- Time/Place/Space
- Development
- Systems
- Logic



10 IB Learner Profile Attributes

- Inquirers
- Thinkers
- Principled
- Reflective
- Caring
- Risk-Takers/Courageous
- Open-Minded
- Communicators
- Balanced
- Knowledgeable

IB Action Cycle



MYP Global Contexts

- **Identities & Relationships**: Who am I? Who are we?
- **Orientation in Space:** What is the meaning of "when" and "where?"
- **Personal Expression**: What is the nature & purpose of creative expression?
- **Scientific & Technologic Innovation:**How do we understand the worlds in which we live?
- **Globalization & Sustainability:** How is everything and everybody connected?
- **Fairness & Development:** What are the consequences of humanity?

Statement of Inquiry

- Combine the Key Concept, Related Concept, and Global Context in a statement.
- Student's purpose/why?
- Broad & not subject specific.
- Summative assessment should relate back to the SOI.

Please go to the PBMS website to get further information regarding our IB Program.

6 Global Contexts aligned with Community Service

*****Safety is our main priority at PBMS. Students please make sure to discuss ideas with adults prior to taking action.**

Think about.....
How does changing the context change the goal of your project? Why is our project important to the world?
What do we want to achieve with our community project?
What impact do we want our project to have?

Global Context	Examples of Community Projects
Identities and relationships Students will explore identity; beliefs and values; personal, physical, mental, social and spiritual health; human relationships including families, friends, communities and cultures; what it means to be human.	• Digital Social Emotional Campaign for self-care. • Tutoring classes providing additional or special instruction to primary school students (siblings included during COVID) • Researching the effects of cola drinks on digestion and developing a campaign to promote healthy choices available
Orientation in space and time Students will explore personal histories; homes and journeys; turning points in humankind; discoveries; explorations and migrations of humankind; the relationships between and the Interconnectedness of individuals and civilizations from personal, local and global perspectives.	• Joining a museum or historical society in the community to contribute to maintaining, restoring, and recovering local history • Making a plan for wheelchair accessibility • Inspired by lack of facilities in the local community, seeking to improve the facilities for young people by producing an article for the school magazine summarizing the problem and possible solutions
Personal and cultural expression Students will explore the ways in which we discover and express ideas, feelings, nature, culture, beliefs and values; the ways in which we reflect on, extend and enjoy our creativity; our appreciation of the aesthetic.	• Improving the environment in the local hospital by designing and creating a series of pictures to hang in the corridors • Performing a theatre play/video to raise awareness on bullying • Promoting intercultural understanding through a graffiti contest virtually.
Scientific and technical innovation Students will explore the natural world and its laws; the interaction between people and the natural world; how humans use their understanding of scientific principles; the impact of scientific and technological advances on communities and environments; the impact of environments on human activity; how humans adapt environments to their needs.	• Helping a local community make an efficient, low-cost use of energy-powered devices • Developing a program to promote the use of wind energy for domestic devices • Campaigning to reduce paper use and to promote recycling • Campaigning to reduce water, electricity or fuel waste
Globalization and sustainability Students will explore the interconnectedness of human-made systems and communities; the relationship between local and global processes; how local experiences mediate the global; the opportunities and tensions provided by world-interconnectedness; the impact of decision-making on humankind and the environment	• Campaigning to raise awareness and reduce plastic straw waste use • Passing a plan to local authorities for tree planting in an area in need of re-greening • Creating a school or community garden

Fairness and development Students will explore rights and responsibilities; the relationship between communities; sharing finite resources with other people and with other living things; access to equal opportunities; peace and conflict resolution.	• Campaigning for fair-trade awareness • Contributing to educational opportunities, for example, supporting a local nongovernmental organization that works on literacy in our town • Addressing the concerns of immigrants and migrant populations

PBMS 8th Grade - IB Community Project Project Cycle





Investigating:

- ❑ Start recording in your process journal. This will simply be a place to record the entire CSP process and is located in the 8th grade Google Classroom.
- ❑ Define a goal to address a need in the community, based on personal interests.
- ❑ Identify prior knowledge regarding your project.
- ❑ Demonstrate research skills (notes in process journal).



Planning:

- ❑ Develop a proposal/plan for action (process journal).
- ❑ Plan and record development of the process (process journal).
- ❑ Demonstrate self-management skills and follow the timeline provided in Google Classroom.

PBMS Requirements:

1. Process Journal
2. Academic Honesty
3. Presentation Visual
   a. Project goal
   b. Research/Data
   c. Global Context
   d. Pictures/Visuals
4. Presentation



Taking Action:

- ❑ Demonstrate service as an action of the project.
- ❑ Demonstrate thinking skills.
- ❑ Demonstrate communication skills.



Reflect:

- ❑ Create your community project presentation.
- ❑ Evaluate the quality of service as action against your proposal.
- ❑ Reflect on how did this project extended your knowledge in regards to service learning
- ❑ Reflect on ATL Skills.

PBMS students must make safety their first concern.

Prior to committing to a project please ask parents/guardians for permission.

Pacific Beach Middle School: Serving the Community

The IB community believes that being a global citizen includes learning about and taking action to make our world a better place. Students are expected to serve their communities and take action. **Safety** is our first priority when asking our students to serve. Please make sure to discuss your actions with parents/guardians. Look to teachers, social media, and the school website for opportunities.

Grade	**Service Hour Minimums**	**Examples:** Review the 6 Global Contexts page for a variety of ideas. We encourage PBMS students to be safe and creative when taking action.
6th	10	
7th	15	
8th	20	

Take action to address a community/global need or issue to make a difference in the world. You may use the following format to keep track of service hours but they should be logged in your digital Community Service Process Journal, located in your grade level Google Classroom. When you log 50+ hours you may be eligible for activities or end-of-year awards.

*****Service hours are due the first week of May via a Google form*****

Name (first and last):_____ Grade:_____ Advisor:_____

Date	**Community Service Description**	**Duration (hour/min)**	**Adult Sign-Off (parents sufficient)**

Total Hours: _____ Signature of parent:_____

The International Baccalaureate Learner Profile

Who are YOU as an IB learner?

Inquirer: Your natural curiosity has been nurtured. You have acquired the skills necessary to conduct purposeful, constructive research. You actively enjoy learning and your love of learning will be sustained throughout your lives.

Thinker: You exercise initiative in applying thinking skills critically and creatively to make sound decisions and to solve complex problems.

Communicator: You receive and express ideas and information confidently in more than one language, including the language of mathematical symbols.

Courageous / Risk Taker: You approach unfamiliar situations without anxiety and have the confidence and independence of spirit to explore new roles, ideas and strategies. You are courageous and are articulate in defending those things in which you believe strongly.

Knowledgeable: You have spent time in school exploring themes, which have global relevance and importance. In doing so, you have acquired a critical mass of significant knowledge.

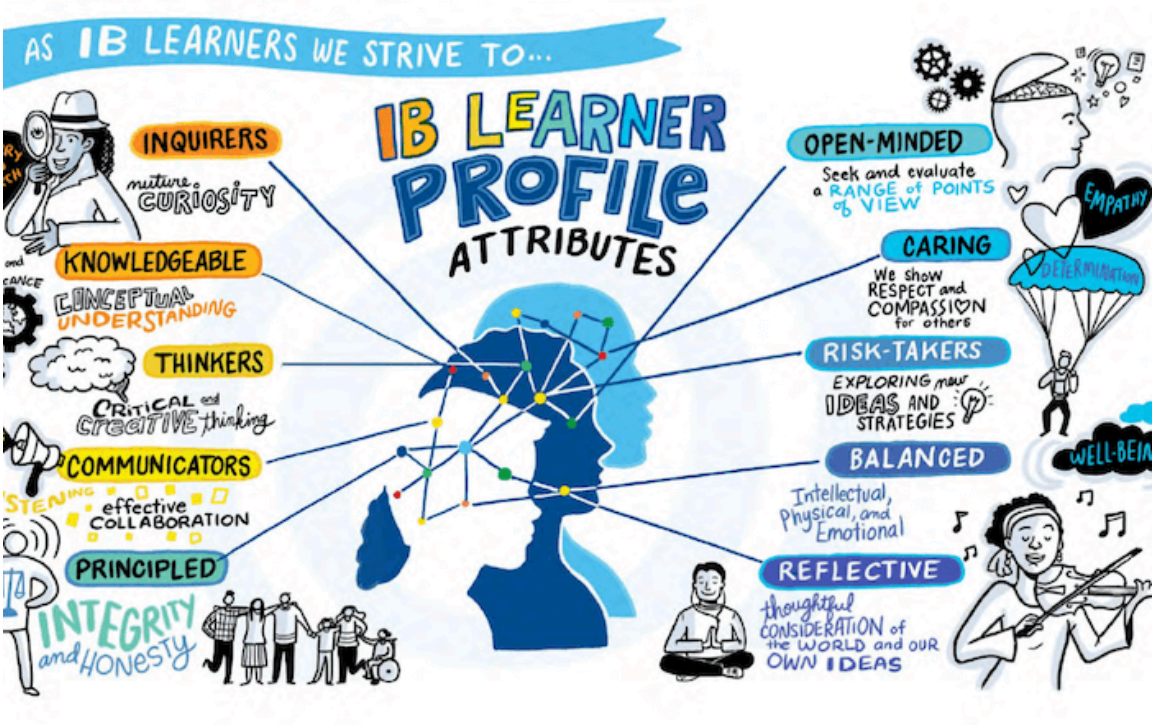
Principled: You have a sound grasp of the principles of moral reasoning. You have integrity, honesty and a sense of fairness and justice.

Caring: You show sensitivity towards the needs and feelings of others. You have a sense of personal commitment to action and service.

Open-minded: You respect the views, values and traditions of other individuals and cultures, and are accustomed to seeking and considering a range of points of view.

Balanced: You understand the importance of physical and mental balance and personal well-being.

Reflective: You give thoughtful consideration to your own learning and analyze your personal strengths and weaknesses in a constructive manner



Research Tips from the PBMS Library

1. **Consult Academic Honesty section in student planner**
2. ***Before* beginning your research**
    a. Reread assignment and teacher instructions
    b. Reread rubric, or grading information
    c. Pre-search topic-swim without taking notes
        i. Think about personal knowledge and informally discuss ideas with others
        ii. Do a quick search on internet, read a lot
        iii. Consider possible key-words, categories of information and sub-topics
3. **Develop a research plan by considering:**
    a. Type of assignment (eg. argumentative essay, report of information, poster, service project/issue etc)
    b. The amount of time you have
    c. Best resources for accessing relevant and accurate information for your type of assignment
        i. **Primary:** first-hand accounts with person who had direct connection: interviews, testimony, fieldwork/observation notes, surveys, artifacts, blogs, literature and works of art, speeches, autobiographies, memoirs
        ii. **Secondary: print or electronic documents (**publications such as textbooks, magazine articles, book reviews, commentaries, encyclopedias, almanacs)
    d. Access information and READ, READ, READ
4. **Prepare a bibliography or works cited**
    a. Prepare format bibliography or works cited page
    b. Reference all resources
    c. Use conventions to cite your sources: Modern Language Association style (MLA)
5. **Evaluate and decide which information is most relevant and accurate:**
    a. Ask yourself:
        i. What is the purpose and audience for your writing assignment?
        ii. Who is the author/creator? How do you know he/she is an expert?
        iii. Is the information biased?
        iv. How does this information compare with what you already know?
6. **Choose and prepare a method for noting relevant, accurate, authoritative information**
    a. Using an online note-taking tool may be useful and save time
    b. If using a subscription database, e-mail the article or image to yourself
7. **Evaluate and only note the <u>most</u> relevant and accurate information for your task**
    a. Use one method for collecting information (note cards, computer spreadsheet, graphic organizer)
    b. Ideas and facts—don't write full sentences
    c. Quotes—write full quote, exactly as it's written or spoken
    d. Cite all resources including photos, maps and songs using MLA style
8. **Organize and reevaluate information**
    a. Note cards/stickies can be spread out and organized
    b. Create an outline, mind-map or other graphic organizer
    c. Remember to cite all information including photos, maps and songs and double-check citations in your bibliography
9. **Decide what information to keep, double-check or discard**
10. **Ask yourself if you are missing important information for your topic?**
    a. **Go back to *RE*-search**
    b. **Re-evaluate new information**
11. **Write and work with a peer to edit your rough draft**
12. **Review your teacher's rubric or grading information again —revise as needed**
13. **Always have <u>someone else</u> proofread your work before turning in final draft**

Consider SDUSD databases for resources	USER NAME	PASSWORD
eLib eLibrary,CultureGrams, World Book, Teen Health and Wellness, SIRS Discoverer, Gran Enciclopedia Hispánica	sandi1	library
Brainpop (English, Español, Mandarin Chinese)	See library staff for password	

Formatting your Written Assignments

1. Unless instructed to do otherwise, all writing assignments should be word-processed, 12pt font, using Helvetica, Geneva or Times, and 1" margins.
2. In case of printer malfunction or at teacher's discretion, papers may be handwritten in dark blue or black ink, on one side of the paper, neat and error free. Use Electronic submission if available.
3. Bibliography or works-cited page should be completed in the MLA style unless the teacher requests another style. Citation guides and assistance are available at the PBMS library or in the IB Office. Use an online tool for citing your sources such as Citation Machine: http://www.citationmachine.net or Google Doc. citation creator under "Tools".
4. All concrete details, quotes, and/or images should include source citation in your bibliography or works cited page. By 8th grade, students are expected to use parenthetical (in-text) citations. All parenthetical citations must relate to the complete MLA citation that is included in the bibliography or works cited page.

Parenthetical citation must include one of the following:

- Last name of author include page number(s) where info can be found (Jimenez 20)
- If multiple authors, list last names of first two authors with page number(s) (Smith and Mubarek 14-20)
- If encyclopedia article, include article title in quotes, include page number ("Bears" 30-31)
- If an internet source, author or organization who posted page (Sanchez) or (World Health Organization). If no author or organization then use the title of the article ("Food Security").

Standards Paper Heading Format

1. Heading:
   The heading on student class papers will include in the top left corner:
   -Name: First and Last
   -Date
   -Period #
2. Title of Assignment
   -Centered in the middle
3. Format
   -12pt font, Helvetica, Geneva, or Times
   -One space after period or commas
   -1" margin on each side of paper
   -Indent at each new paragraph