***CROSBY MIDDLE SCHOOL***

***STUDENT HANDBOOK***

***2018-2019***

******

**ALWAYS EARNED, NEVER GIVEN**

**Crosby Middle School Administration**

## 281-328-9264

### **Dustin Bromley, Principal**

### **Colette Vallot, Associate Principal (CBC)**

### **Amanda Gordon, Lead Assistant Principal**

Michael Gallagher, 7th Grade Assistant Principal

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Lakittah Eagleton, 6th Grade Counselor

#### Crosby ISD Administration: (281) 328-9200

*Crosby ISD Transportation: (281) 328-9248*

Crosby Middle School

# Alma Mater

### Hail to Thee, our Crosby Middle School Guide and guardian thou shalt be; through the years, our memories linger Ever trusting, true to thee.

Love and guide us and protect us with thy endless loyalty;

Hail to Crosby’s Alma Mater, Ever true we’ll be to thee.

School Mascot

Cougar

School Colors

Red and White

Fight Song

Onward to victory, never give in; Fight to the finish, that’s how to win.

Only the best, boys, with all your might; For Crosby and Alma Mater

Fight, fight, fight, fight!

Onward and upward Let’s all begin

With such a motto, We’ll always win. We’ll never falter We’ll always fight

For Crosby’s Red and White



##### Dear Parent and Student:

Welcome to the 2018-2019 school year! Education is a team effort and we know that students, parents, teachers, and other staff members working together will make this a successful year for our students. The Crosby Middle School Parent/Student Handbook is designed to provide a resource for some of the basic information that you and your child will need during the school year.

We encourage parents to review the entire Crosby Middle School Handbook, as well as the District Student Handbook and the Student Code of Conduct, with their child. These handbooks can be used as a reference during this school year. If you or your child have questions about any of the material in this handbook, please contact a teacher, counselor, or school administration. **If you did not participate in the student verification process, please complete and return the Student and Parent Summary Signature Form no later than September 3, 2018. Thank you in advance for your cooperation in returning this form.**

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###### ARRIVAL AND RELEASE OF STUDENTS FROM SCHOOL

**Signing in & Signing Out**

Students must come through the attendance office and sign in when coming to school after 7:15 a.m., regardless of the time of day. Students will be considered tardy upon arriving after the beginning of the school day. There are no excused tardies to first period classes for those students who assume responsibility for transportation to school. After the first fifteen minutes of the school day or after the first fifteen minutes of any class period, the student will be counted absent for that period. If your child is counted absent, please send a note to the attendance office. Anyone not signing in with the office will be considered truant for any class he/she misses.

To receive an early dismissal during the school day, parents must enter the school, check in with the attendance office, and sign-out the student. Only those on the emergency card will be allowed to remove a student from campus. A Driver’s license/state identification card must be presented to the attendance clerk for verification. Students who are assigned in-school suspension and check out during the school day will not receive credit for the day when signed out early, unless approved by an administrator.

###### ATHLETIC CODE

The expectation for all athletes at Crosby Middle School is to play the game in a spirit of fairness and clean sportsmanship and to observe all rules and regulations of the game. We must accept decisions of officials without protest and treat our opponents as our guests, putting clean play and sportsmanship above victory. We must realize the ability to win without boasting and to lose without grudging. The important elements in sports are striving to excel and the good feelings fostered among participants who have no excuse when they lose.

###### Academic Eligibility for Athletics

In order to participate in athletics, students are expected to remain academically eligible. Crosby ISD follows the UIL eligibility calendar available online at <http://www.uiltexas.org/> or by requesting it from each campus at the start of the school year.

###### Awards and Honors

Each year, numerous students receive recognition and honors in a variety of areas. Some of the honors students receive are based on academic accomplishments, some by popularity, and some because of accomplishments in specific areas.

###### Honor Roll

To make the “A” honor roll, a student must make all “A’s” during a nine week marking period, regardless of the level of the class. To make the “All A/One B” honor roll, a student must make only one B in one class during a nine week marking period, with the rest of the grades being all A’s. To make the A/B honor roll, a student must not receive a grade below a B during the nine-week period. To receive the All A Honor Roll award at the end of the school year, a student must make all “A’s” in all classes, all year long, regardless of the level of the class. To receive the end-of-year honor roll award, students must maintain all “A’s” and no more than one “B” in all classes taken.

###### Perfect Attendance

A student must attend all seven-class periods each day to receive a perfect attendance award at the end of the school year. If a student checks out of school prior to the end of the school day, he/she will be ineligible for the award.

###### CAFETERIA

**Cafeteria Policies**

1. All students will be escorted to the cafeteria and seated by their 4th or 5th period teacher.
2. Students should stand in line and not save places or allow others to cut.
3. Students may talk or visit with friends, but should avoid shouting or “horse-play.”
4. Trays and paper must be removed from the table by the student who used them or by the last student to leave the table. STUDENTS NOT ADHERING TO THESE GUIDELINES WILL RECEIVE A MINIMUM DISCIPLINARY ACTION OF A DETENTION.
5. Place all garbage in the containers provided in the commons.
6. Students at no time may take food or drink into a classroom or corridor.
7. Food deliveries may only be made by parents/guardians or adults listed on the student’s Skyward profile. Food deliveries for whole classes or groups of students are not allowed. Parents must leave food deliveries at the front of the building. Parents are not allowed in the cafeteria.

###### CLASS AND SCHOOL OFFICERS

Class and school officers are defined as officers of each class and the student council. To run for one of these offices, candidates must meet the following:

1. Must have had at least a “C” average for the previous semester and maintain at least a “C” average in the current semester (summer school not included).
2. Must have been enrolled in Crosby Middle school at least three of the last four months of school and be officially registered at the same time of filing for office.
3. The student must maintain a good disciplinary record. If the student has one reoccurring offenses, he/she will then be removed from office, as determined by the principal and sponsors.
4. Should an officer drop below a “C” average during the semester, he/she will be placed on probation until the next grading period. If he/she still has less than a “C” average, he/she will be removed from office in a manner determined by the principal and sponsors. An officer, who is failing a subject at the end of the first semester, regardless of his/her overall average, is ineligible to hold office during the subsequent semester.

It is the duty of the sponsor to check the eligibility of each candidate for office. If the student should be elected to an office for which he/she is not eligible, it is his/her responsibility to resign immediately upon learning of his/her ineligibility. The office vacated will then be filled by the student who had the next largest amount of votes in the election.

###### Class and School Officer Election Procedures

Students who meet the qualifications for office, as set forth herein, may pick up an application form from the Student Council sponsor and file for the office they seek. The eligibility of each applicant will be verified and a ballot containing the names of all eligible candidates who filed for each office will be prepared. In the event no single candidate receives a majority of the votes cast, a run-off election will be held between the top vote getters for the office.

###### CLASS SCHEDULES

All students from each grade must be scheduled six (6) classes including two (2) electives each year. Class schedules are issued through the counselors’ office.

###### Regular Class Schedule Changes

Students are enrolled into classes based on their selection of courses and/or academic need. The master schedule is prepared around the number of students requesting a class. A change in one student’s schedule can result in overcrowding of other classes. In the rare event that a class schedule change is necessary, changes must be submitted on a schedule change form and signed by a parent. Students may obtain forms from the counselors’ office. The procedure for schedule changes may include the following:

* + Student and/or parent must conference with the teacher
	+ Teacher approval (dropping)
	+ Department chair approval
	+ Principal approval

###### Pre-Advanced Placement Schedule Changes

Students enrolled in any pre-advanced placement classes must remain in the class until the end of the semester unless the teacher recommends the change. However, students enrolled in the Pre- AP Algebra course will be removed from the course if they fail a grading period. Students can be removed from other Pre-AP courses if they do not maintain satisfactory performance, at the discretion of the principal. Students must maintain certain standards that are explained in the course contract in order to remain in a Pre-Advanced Placement class. Students and parents will be advised of the course requirements. Please be advised that

guidelines may vary by departments, so students and parents are advised to review the guidelines periodically.

###### COUNSELING

**Academic Counseling**

Students and their parents are encouraged to talk with a school counselor, teacher, or principal to learn about course offerings. Each spring, students in both grades will be provided information on anticipated course offerings for the next year and other information that will help to make the most of academic opportunities.

###### Personal Counseling

The school counselor is available to assist students with a wide range of personal concerns, including such areas as social, family, emotional issues, or substance abuse. The counselor may also make available information about community resources to address these concerns. A student who wishes to meet with the counselor should contact the grade level secretary.

**Please note:** The school will not conduct a psychological examination, test, or treatment without first obtaining the parent’s written consent, unless required by state or federal law for special education purposes or by the Texas Education Agency for child abuse investigations and reports.

[For more information, refer to policy FFE and FFG (EXHIBIT).]

###### CONDUCT

**General Classroom Procedures**

Students will follow these general classroom procedures while on campus. However, these procedures do not exclude any additional classroom rules that the individual teacher might establish.

1. Be in the classroom when the tardy bell rings.
2. Always have the necessary books, technology device and materials ready to begin work.
3. Stop talking when the teacher calls the room to attention.
4. Address all teachers and staff members by the appropriate prefix (Miss, Mrs., or Mr.) followed by the last name and in no case by their first or last name only.
5. Each student is expected to show respect and courtesy, and follow the direction of those in charge by raising his/her hand and being recognized before speaking.
6. Students will maintain a neat and clean classroom at all times. The responsibility for good housekeeping will be shared by all who use the same desk and classroom. At no time will student write on walls, desks or other furniture.
7. When the bell rings ending a class period, the teacher will dismiss the students. Students will remain seated until dismissed, and then file out in an ORDERLY manner.

###### Extracurricular activities

**Participation:** extracurricular activities are a privilege and not a right. Student conduct, both inside and outside of school hours, can result in suspension from or removal from any and/or all extracurricular activities at the discretion of the coach, sponsor and/or administrator.

**Sporting events:** spectators and audience members are expected to display behavior that is positive and supportive to both the home and away teams. Game officials, administrators, campus

officials, and/or law enforcement officials maintain the authority to remove any spectator at their discretion.

###### School Events

School rules apply to all school social events. A student leaving before the official end of the event will not be readmitted.

###### Assemblies

Students are expected to sit in assigned sections and to observe good manners in assemblies. Those who cause a disturbance or disruption are subject to appropriate disciplinary action. The following examples of good conduct should be observed by all:

* Enter quickly and quietly and take seats in assigned sections in an orderly manner.
* Give courteous attention to the program.
* Express courtesy and/or approval by polite applause when appropriate.
* Refrain from talking during the entire assembly.

###### Conduct Before and After School

Teachers and administrators have full authority over student conduct at before-school and after-school activities on district premises and at school-sponsored events off district premises, such as play rehearsals, club meetings, athletic practice, and special study groups or tutorials. Students are subject to the same rules of conduct that apply during the instructional day and will be subject to consequences established by the Student Code of Conduct or any stricter code of conduct (for extracurricular participants), as established by the sponsor, in accordance with Board policy.

Loitering or standing in the halls between classes is not permitted. During class time, a student must have a hall pass to be outside the classroom for any purpose. Failure to obtain a pass will result in disciplinary action in accordance with the Student Code of Conduct.

###### DELIVERIES TO CAMPUS

Flowers or gifts for students are not to be delivered to the school by any company or individual. Students are able to pick up their lunch (outside food) from the front office. Parents will not be allowed to eat in the cafeteria with their students.

###### DISCIPLINARY CONSEQUENCES

**Lunch Detention**

Lunch detention may be assigned by administrators for minor disciplinary infractions. Failure to attend lunch detention will result in further disciplinary actions.

###### After-School & Teacher Detentions

For minor classroom infractions, students may be assigned a teacher detention to be served before or after school **with that specific teacher**. Teachers will notify the student and the parent, whether in writing or by phone call. If a student does not make prior arrangements to attend the detention, and misses the assigned detention, the student will then receive a referral to the grade level office to serve a minimum of a one-hour detention. In cases where the student has missed multiple detentions for the same teacher, a two-hour detention will be assigned. If a student misses a two-hour detention, an ISS assignment may be issued to the student.

When a student is assigned to a detention, attempts are made to contact the parent, whether by phone call or notice sent home with the student. Detention dates may be changed by the parent when feasible, by notifying the grade level office at 281-328-9264 whether by phone call or note sent with the student. Detentions will be held at the following times:

Monday & Wednesday 3:00 – 4:00pm

Wednesdays 3:00 – 5:00pm

In the event that a student is assigned a detention and he/she misses the detention for the assigned date, he/she may be assigned to ISS the following day. In rare instances, other accommodations may be made by directly contacting the grade level office (i.e. isolated lunch, cafeteria duty, community service hours, etc.).

###### In-School Suspension

This program serves students in 6th, 7th and 8th grade who have committed offenses that are categorized as serious or persistent. The ISS classroom is located within the school building, and students may be placed in ISS for a period of time as outlined by the Student Code of Conduct. If the conduct occurred during the final nine weeks of the semester, the removal may extend beyond the beginning of the next semester.

The objectives of the ISS program are to:

1. Place the student in a highly structured environment so that he/she will not have as great of an opportunity to persist in continued misbehavior.
2. Provide the student an opportunity to realize that his/her behavior is unacceptable; and if it persists, the student will be considered for more severe disciplinary measures (suspension or alternative school).
3. Provide the student the opportunity to be disciplined without any scholastic penalties.

Upon assignment, the student will be provided with a code of conduct regulating his/her behavior while in ISS. The student must adhere to this code of conduct during his/her period of assignment, as well as all other school rules. Failure to comply with the rules will result in further disciplinary action, as deemed by the principal.

In the rare cases that ISS does not prove to be a deterrent to a student’s persistent misbehavior, an off campus alternative placement may be recommended. For more information about disciplinary consequences, see the District Code of Conduct.

###### FOR FURTHER INFORMATION REGARDING STUDENT CONDUCT AND CONSEQUENCES, PLEASE REFER TO THE CISD STUDENT CODE OF CONDUCT.

**DRESS AND GROOMING**

* 1. The district’s dress code is established to teach hygiene, instill discipline, prevent disruption, avoid safety hazards and assert authority. Students shall come to school clean, neat, well-groomed and wearing clothing that will not endanger the health or safety of the student or others. The staff of the school is charged with enforcement of the District’s Dress and Grooming Code. Interpretation of these codes is entirely within their judgment. Final determination of acceptable dress and grooming rests with the principal or his/her designee. The primary goal of our dress and grooming code is to ensure that students dress

neatly and modestly. The Dress and Grooming Code includes the following requirements:

* 1. **Hair:** The hair must be neat, clean, and well groomed. No type of head covering, cap or hat is to be worn. Hair rollers or combs may not be worn in the hair. Hair cannot be dyed any color other than a natural color (i.e., green, blue, orange, purple, pink, etc.) and distracting hair styles will not be permitted.

\*\*\*NOTE: Distracting hair styles will be defined by the principal.

* 1. **Facial Hair:** Mustaches are allowed that do not extend beyond the corners of the mouth; however, the wearing of a beard/goatee is not acceptable. Sideburns may not extend below the bottom of the earlobe. Students are expected to shave as often as the situation dictates in order to maintain good grooming.
	2. **Dresses/Skirts:** Skirts must reach below **mid-thigh** when arms are at full extension down by one’s side. Slits in dresses/skirts must conform to the mid-thigh rule. When seated, skirts must remain at **mid-thigh**. Garments should not fit tightly. Sleeveless dresses, blouses, or tops are not allowed, this includes spaghetti straps and tank tops. No pajamas or sleepwear is allowed.
	3. **Pants:** Slacks and jeans are appropriate. Slits/cuts or fringed openings are not permitted above the knee, even with garments underneath. Pants must be worn at the waist. Excessively baggy pants that prohibit students from moving in a regular manner or that require the student to hold their pants up will not be permitted. Pants should not be form-fitting (i.e. tights, jeggings, or joggers). Form-fitting pants are considered hosiery and must be covered by a skirt, shorts, or dress of the appropriate length. Words on the rear end section of pants are not allowed. **Leggings are not allowed**. **Jeans w/holes above the knees are not allowed.**
	4. **Shorts:** Shorts must reach below **mid-thigh** when hands and arms are at full extension along one’s sides and when seated. No slits/cuts or fringed openings are allowed. Walking shorts or dress shorts are advisable. Wind shorts, boxer shorts or biker shorts/tights are not allowed. Words on the rear end section of shorts are not allowed.
	5. **Shirts/Tops:** Shirts should be buttoned (except for the neck button) or zipped to the same appropriate height. Length must be so that no torso skin is visible. Tank tops, muscle shirts, or cut-off shirts are not permitted. All blouses, dresses, and tops must have sleeves. Sheer or see- through type blouses may not be worn. Shirts cannot be tied in the back where skin will be showing. There should be no holes in shirts and any opening should not reveal private parts of one’s body or undergarment. Off the shoulder shirts are not permitted. Shirts with references to violence, drugs, gangs, obscene gestures, lewd suggestions, etc. will not be permitted. Discretion is reserved for the principal.
	6. **Garment/Jewelry:** Students may not wear any clothing or accessory that identifies that student as a gang member or member of an unauthorized group. Garments/jewelry bearing any insignia, writing or emblems representing alcohol, drugs, or tobacco products are not permitted. Any garment/jewelry depicting offensive, suggestive, lewd, illegal, violent, or profane writing, emblems, comments or designs are not permitted. Any garment/jewelry that causes a class disruption will be deemed inappropriate.
	7. **Footwear:** Shoes must be appropriate for school. Beachwear and casual shoes, such as house shoes, slippers, water shoes, etc., are not appropriate. Backless sandals may be worn at school, provided they are appropriate.
	8. **Coats/Costumes:** Heavy outdoor coats or overcoats should not be worn in the commons or classroom. Wearing a costume, cape, mask, gown, etc. is not allowed.
	9. **Backpacks:** A backpack is defined as any item that can be used to store a student’s books or notebooks. Backpacks may not display profanity or vulgar language, obscene gestures, or symbols signifying gang affiliations.
	10. **Sunglasses:** Non-prescription glasses with dark lenses, shades or sunglasses are not to be worn.
	11. **Body Rings/Tattoos:** Students with body markings must have them covered. Body piercings shall be limited to the ears only. No student shall wear jewelry such as nose rings, tongue rings, eyebrow rings or other items (i.e., chains, spikes, choke collars, dog collars, etc.) deemed inappropriate by the principal or his/her designee.
	12. **Hats:** Students may not wear head coverings of any type in the building.

###### IT IS THE RESPONSIBILITY OF THE STUDENT TO ENSURE COMPLIANCE WITH DRESS CODE REGULATIONS. FAILURE TO DO SO WILL RESULT IN DISCIPLINARY ACTION. PERSISTENT DRESS CODE VIOLATIONS WILL RESULT IN THE APPROPRIATE DISCIPLINARY ACTION FOR REFUSAL TO COMPLY WITH SCHOOL POLICIES AND DISRUPTION OF THE LEARNING ENVIRONMENT.

**THE ADMINISTRATION MAINTAINS THE RIGHT TO DETERMINE ACCEPTABLE FORMS OF DRESS BASED ON DISRUPTION OR DISTRACTION OF THE LEARNING ENVIRONMENT.**

**Dress Code Violations**

When possible, students will be given the opportunity to correct the violation. Upon availability, the school will offer CMS t- shirts to replace inappropriate clothing, parents can be contacted to bring more appropriate attire, or students can change into other clothing they may have. However, if nothing can be done to correct the student’s violation, they will be assigned to ISS for the school day in order to limit distraction to the educational process. When a student becomes a persistent dress code violator, additional days of ISS will be assigned due to insubordination.

###### GRADING GUIDELINES & DEPARTMENT POLICIES

Each department has grading guidelines for students. Listed below are the departmental policies for each subject area. Your child will be given a syllabus from each class noting any differences and more detailed explanation of the grading guidelines when they enroll in the class. The school year is divided into four 9-week grading periods. Each 9-week grading period consists of one report card in addition to two progress reports to be delivered home with the student.

###### Please refer to the following table for distribution of weight in assignments per subject

* + 1. A fine of $.05 per day per book will be charged on overdue books. The maximum fine per book is $1.00. If a student must pay for a lost or damaged book, the fine is waived. If a lost and paid for book is found and returned in good condition, the cost of the book (less the fine accumulated from the due date until the date the book was paid for) is refunded.

|  |  |  |
| --- | --- | --- |
| **Math Department** | **Social Studies Department** | **Science Department** |
| **6th Grade Math** | **6th Grade** | **6th Grade:**Tests - 50%Daily - 40% Homework-10%**7th grade:**Tests - 50%Daily - 25%Labs – 25%**8th grade:**Tests – 60%Daily – 20%Labs – 20% |
| Tests - 50% | Tests - 50% |
| Daily - 40% | Daily - 50% |
| Homework-10% |  |
| **7th Grade Math** | **7th Grade** |
| Tests - 50% | Tests - 50% |
| Daily - 20% | Daily - 50% |
| Quizzes – 30% |  |
| **7th Grade Pre-Algebra** | **8th Grade** |
| Tests - 50% | Tests - 60% |
| Daily - 25% | Daily - 40% |
| Quizzes – 25% |  |
| **8th Grade Math** |  |
| Tests - 60% |  |
| Daily - 15% |  |
| Quizzes – 25% |  |
| **8th Grade Algebra** |  |
| Tests – 60% |  |
| Daily – 20% |  |
| Quizzes – 20% |  |
| **6th Grade ELA** | **7th Grade ELA** | **8th Grade ELA** |
| **All Classes**: Tests - 50%Daily - 50% | **All Classes**: Tests - 50%Daily - 50% | **All Classes**: Tests - 60%Daily - 40% |

* + 1. Quiet behavior is expected.
		2. No food or drink is allowed.

###### IMMUNIZATIONS

The following immunizations are required before a 7th grade student may attend school:

* 1 dose of Meningococcal Vaccine (MCV)
* 2 doses of Varicella Vaccine or documentation of Chicken Pox disease history.
* 1 dose of Tdap/Td within the last 5 years

###### LIBRARY

The library is a learning laboratory with books, computers, magazines, and other materials available for classroom assignments, projects, and reading or listening pleasure. The library is open for student use during the following times: before school, during lunch, and after school until 3:30 p.m. A pass from a teacher or administrator is required to enter the library during the instructional day.

1. Upon arrival, students must present their pass and sign their names and arrival time on the Library Sign-In Log. When leaving, the student must write the time of departure. Each student needs to have an individual pass.
2. If using a computer, the student is responsible for that computer during the time he or she is using it.
3. Students must know their student number in order to check out a book.
4. Regular library books are checked out for two weeks. The teacher sets the due date of class sets of books used by the English or History classes, but housed and issued through the library.

###### LOCKER

Certain extra-curricular programs will issue lockers to participating students. Students should not share lockers. **The school is not responsible for lost or stolen items.** Any locks that are placed on lockers that are not assigned to the student will be cut off and contents will be properly disposed of.

###### PARENT/LEGAL GUARDIAN CONFERENCE

The parent/legal guardian is encouraged to conference with their child’s teacher(s) to discuss student progress. In order to do so, the parent should contact the teacher through either an email or a phone call. Go to [www.crosbyisd.org](http://www.crosbyisd.org/) to obtain a teacher’s email address. To schedule a telephone or in-person conference, please call the school office at 281-328-9264

###### PARENTAL INVOLVEMENT

**Working Together**

Both experience and research tell us that a child’s education succeeds best when there is a strong partnership between home and school; a partnership that thrives on communication. Your involvement in this partnership may include:

* Encouraging your child to put a high priority on education and working with your child on a daily basis to make the most of the educational opportunities the school provides.
* Ensuring that your child completes all homework assignments and special projects.
* Ensuring your child comes to school each day prepared, rested, and ready to learn.
* Becoming familiar with all of your child’s school activities and with the academic programs, including special programs, offered in the District.
* Discussing with the counselor or principal any questions, you may have about the options and opportunities available to your child.
* Attending scheduled conferences and requesting additional conferences as needed. To schedule a telephone or in-person conference with a teacher, counselor, or principal, please call the school office at **281-328-9264** for an appointment. A teacher will usually return your call or meet with you during his or her conference period, before, or after school.
* Offering to serve as a parent representative on the district-level or campus-level planning committees assisting in the development of educational goals and plans to improve student achievement. For further information, see policies BQA and BQB, and contact the middle school principal at **281-328-9264**.
* Attending Board meetings to learn more about District operations. [See policies BE and BED for more information].

###### PARENT/STUDENT COMPLAINTS/CONCERNS

Student or parent concerns can be addressed by a phone call or a conference with the teacher. If no resolution is met, the parent is then asked to meet with his/her student’s counselor and/or assistant principal.

If unresolved with the assistant principal, the student and/or parent should schedule a meeting to discuss their concern with the associate principal. Lastly, the concern can be presented to the campus principal.

###### SCHOOL SOCIAL FUNCTIONS/ 8TH GRADE SOCIAL RULES

1. Crosby Middle School sponsors this event.
2. Attendees must be enrolled at Crosby Middle School. An eighth grade student may invite one seventh or one eighth grade guest, provided they are students of Crosby Middle School.
3. Church clothes or Sunday best attire is acceptable. No formal/semi-formal attire for boys or girls. Inappropriate attire will not be admitted.
4. The use of a limousine or party bus is not allowed.
5. Students will only be released to their parent/guardian.
6. Mr. & Ms. CMS will be announced.
7. All students must register their guests and themselves at the time tickets are purchased.
8. Once a student registers and enters the dance, he/she will not be permitted to leave and return for any reason.
9. Students MAY NOT attend the social events if:
	* **He/she is assigned in-school-suspension, out-of- school suspension, alternative school, or receives a citation during the semester of the event.** If a student purchases a ticket and his/her behavior warrants an ISS/OSS/alternative school assignment, he/she forfeits the cost of the ticket. No refund will be made.
	* He/she cannot make transportation arrangements for timely pickup. Transportation either to or from the event will not be provided.
	* He/she has any outstanding debts.
	* He/she checks out early on the day of the dance.

###### STAAR TESTING

Students in grades 6-8 are required to take the STAAR test. Students in 6th grade are required to take the Math and Reading STAAR tests, 7th grade students take the Math, Reading, and Writing STAAR tests and 8th grade students will be required to take the Math, Reading, Science and Social Studies STAAR tests. Students enrolled in Algebra 1 are required to take the Algebra 1 EOC.

###### STUDENT FEES

Materials that are part of the basic educational program are provided with state and local funds and are at no charge to a student. A student, however, is expected to provide his or her own pencils, paper, erasers, and notebooks, and may be required to pay certain fees or deposits, including:

* + Costs for materials for a class project that the student will keep.
	+ Membership dues in voluntary clubs or student organizations and admission fees to extracurricular activities.
	+ Security deposits.
	+ Personal physical education and athletic equipment and apparel.
	+ Voluntarily purchased pictures, publications, yearbooks, etc.
	+ Voluntarily purchased student accident insurance.
		- Musical instrument rental and uniform maintenance, when the District provides uniforms.
		- Personal apparel used in extracurricular activities that becomes the property of the student.
		- Fees for lost, damaged, or overdue library books.
		- Fees for optional courses offered for credit that require use of facilities not available on District premises.

Any required fee or deposit may be waived if the student and parent are unable to pay. Application for such a waiver may be made to the principal. [For further information, see policy FP.]

###### SUMMER SCHOOL

**Academic criteria for promotion:**

* + Students **must pass** Math and English Language Arts classes with a minimum average of 70. If a student fails either class, they will be candidates for retention and must attend summer school.
	+ A student’s overall average in the four core subjects of Math, English Language Arts, Science, and Social Studies must be a minimum of 70 on a scale of 100. If a student passes Math and Language Arts, but fails Science or Social Studies with a grade low enough to bring the overall average of the four core subjects to less than 70, he/she will be required to attend summer school.

###### STAAR criteria for promotion to 9th grade:

Under Texas Law, as set forth in the Student Success Initiative (SSI) grade advancement requirements, students must meet the minimum passing standard on both the Math and Reading STAAR assessments in order to be eligible for promotion to 9th grade. Any student failing to meet the minimum passing standard must participate in required additional instruction in order to be promoted to the next grade. SSI instruction for Math

and Reading will take place during Crosby ISD Summer School.

###### TARDY POLICY

Students will be considered tardy upon arriving after the beginning of the school day. A student will be considered tardy to class when the tardy bell rings and he/she is not in the assigned classroom, following the teacher’s instructions. It will be the student’s responsibility to have a pass to be in the hallway after the tardy bell rings.

Tardies will be cumulative per 9-week period. Consequences for excessive tardies per 9-week period are as follows:

1st – 4th tardy: Warning

5th – 6th tardy: lunch detention

7th – 9th tardy: 1 hour after school detention

 10th tardy: 2 hours after school (Wed)

 11th tardy: 2 hours after school (Wed)

 12th tardy: 1-day in school suspension

13+ tardy: ISS/OSS Parent escort

###### Technology

**Acceptable Use of District Technology Resources**

To prepare students for an increasingly technological society, the district has made an investment in the use of district-owned technology resources for instructional purposes, specific

resources may be issued individually to students. Use of these technological resources, which include the district’s network systems and use of district equipment, is restricted to approved purposes only. Students and parents will be asked to sign a user agreement (separate from this handbook) regarding use of these district resources. Violations of the user agreement may result in withdrawal of privileges and other disciplinary action.

**Unacceptable and Inappropriate Use of Technology Resources** Students are prohibited from possessing, sending, forwarding, posting, accessing, or displaying electronic messages that are abusive, obscene, sexually oriented, threatening, harassing, damaging to another’s reputation, or illegal. This prohibition also applies to conduct off school property, whether the equipment used to send such messages is district-owned or personally owned, if it results in a substantial disruption to the educational environment. Education 37.082; FNCE (LEGAL) and (LOCAL), FNF(LEGAL); CQ in the *TASB Regulations Resource Manual* Any person taking, disseminating, transferring, possessing, or sharing obscene, sexually oriented, lewd, or otherwise illegal images or other content, commonly referred to as “sexting,” will be disciplined according to the Student Code of

Conduct, may be required to complete an educational program related to the dangers of this type of behavior, and, in certain circumstances, may be reported to law enforcement. Because engaging in this type of behavior can lead to bullying or harassment, as well as possibly impede future endeavors of a student, we encourage you to review with your child [http://beforeyoutext.com,](http://beforeyoutext.com/) a state-developed program that addresses the consequences of engaging in inappropriate behavior using technology.

###### Important Facts

* Crosby ISD offers a **filtered** CISD Wi-Fi for Crosby High School and Crosby Middle School. Students in grades 6 may bring a personal device to school to use for educational purposes, at the discretion of the teacher. Students are expected to connect to the filtered CISD Wi-Fi to ensure access to the best online resources.
* Students in grades 7 and 8 will be issued district owned electronic devices. It is the student’s responsibility to maintain these devices in good working order and follow the policies outlined on the Responsible Use Regulations (RUR) at all times.
* Crosby ISD offers many educational resources via the Internet. These resources can be accessed anytime, anywhere the student has access to the Internet; thereby, extending learning beyond the classroom. During the school day, students in grades 7 and 8 will be expected to use district issued devices to access these resources as directed by teachers and staff.
* By Connecting to the CISD Wi-Fi, users accept the terms of the Crosby ISD Responsible Use Regulations (RUR).
* Use of technology is a privilege and not a right.
* Students are expected to exhibit digital responsibility and follow the Responsible Use Regulations (RUR) while using technology.

The Responsible Use Regulations (RUR) may be found on [www.crosbyisd.org](http://www.crosbyisd.org/) and a copy will be provided for your review, if requested.

###### Responsibility for Personal Devices

* The technology devices students bring to school are their sole responsibility.
	+ The campus or district assumes no responsibility for personal devices if they are lost, loaned, damaged, or stolen and only limited time or resources will be spent trying to locate stolen or lost items.
	+ Personal devices may be subject to investigation in accordance with District Policy.
	+ Students are to keep their devices secure at all times and not loan to others.
	+ Students must keep devices on silent or vibrate mode.

###### Appropriate Student Use

As with any tool, there are appropriate places and times for the use of devices on the CISD Wi-Fi network. Below are the levels and permissible situations for use. Campus administrators and teachers have the right to prohibit use of devices at certain times or during designated activities (i.e. campus presentation, theatrical performance, or guest speaker) that occur during the school day.

###### Devices are only to be used:

* + - When designated for instructional purposes by a teacher or other school official
		- During lunch
		- Before school
		- After school

###### Devices are not to be used:

* + - Without direction from teachers or school officials
		- To make phone calls, texting, and/or FaceTime during instructional time
		- For social media of any kind unless as an instructional tool as directed by the teacher
		- With portable speakers or for listening to music without the use of headphones

**\*Headphones are not to be used/worn during transition for any reason**

###### TELEPHONES

Students are not allowed to receive personal phone calls during school. A message will be delivered only from a parent or guardian. To leave a message, call 281-328-9264. A student may call home from the front office. A student will not be permitted to leave class to use the phone unless it is an emergency. All other calls may be made between classes or at lunch. In case of sickness or an emergency, the nurse’s phone will be available. Cell phones will not be allowed inside the classroom unless the teacher gives them permission.

**Cell Phone Policy**

**1st -2nd Offense - Warning**

**3rd Offense - Call home**

**4th Offense – Teacher pick-up**

**5th Offense – Teacher detention/Parent contact**

**6th Offense – Admin pick-up/Parent contact**

**7th Offense - ISS**

###### TEXTBOOKS

State-approved textbooks, or access to online texts are provided free of charge for each subject or class. After textbooks or online codes have been issued, they become the responsibility of the student and his/her parent(s). Students CANNOT transfer responsibility for a textbook by loaning it to another student. A student who is issued a damaged textbook should report the damage to the teacher immediately. Damage to textbooks by students will result in the assessment of a fine, as determined by the campus administration. Online materials are available and students are encouraged to access these materials by obtaining the appropriate access code from their respective teacher for each subject.

A student must return all textbooks to the teacher or principal’s designee at the end of the school year, or when the student withdraws from school. Each student, or the student’s parent, is responsible for each textbook not returned by the student. **A student who fails to return all textbooks forfeits the right to free textbooks until each textbook previously issued, but not returned, is paid for by the student or parent. However, a student will be provided textbooks for use at school during the school day.** Fines and replacement fees will be collected in the main office.

**TUTORIAL PROGRAM**

Tutorials will be offered Monday–Thursday from 3:15-4:00. Subject specific tutorials are listed below:

* Monday – Math
* Tuesday – English
* Wednesday – Science
* Thursday – Social Studies

**CROSBY INDEPENDENT SCHOOL DISTRICT**

###### Student and Parent Summary Signature Form 2018-19

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Student First Name | Last Name | Middle Name | Grade & Campus | Student ID |

My child and I have been offered the option to receive a paper copy of or to electronically access at [www.crosbyisd.org](http://www.crosbyisd.org/) the Crosby ISD Student Handbook (SH), the Crosby ISD Student Code of Conduct (SCoC) and the Campus Handbook.

**I have chosen to**:

 Receive a paper copy of the Crosby ISD Student Handbook, the Crosby ISD Student Code of Conduct, and the Campus Handbook. Copies are available at your child’s school or the district administration building.

 Accept responsibility for accessing the Crosby ISD Student Handbook, the Crosby ISD Student Code of Conduct, and the Campus Handbook by visiting the web address listed above.

**I affirm I have read and received the District and Campus Handbooks and the Code of Conduct including the following documents:**

|  |  |  |
| --- | --- | --- |
|  Yes |  No | **Parent’s Release of Student Information – School Sponsored Purposes (SCoC pg.** |
|  I do |  I do | **45)***The district permission to release the information in this list for the specified school‐* |
| give | not | *sponsored purposes.* |
|  | give |  |
|  |  |  |
|  Yes |  No | **Parent’s Release of Student Information – Purposes other than School‐Sponsored** |
|  I do |  I do | **Purposes (SCoC pg. 45)***The district permission to release the information in this list in response to a request* |
| give | not | *unrelated to school‐sponsored purposes.* |
|  | give |  |
|  |  |  |
|  Yes |  No | **Parent’s Release of Student Information – Military Recruiters & Institutions of** |
|   |   | **Higher Education (SCoC pg. 45)***I request that the district (release / not release) my child’s name, address, and* |
| Release | Not | *telephone number to a military recruiter or institutions of higher education upon* |
|  | Release | *their request without my prior written consent.* |
|  |  |  |
|  Yes |  No | **Acceptable Use Regulations (SCoC pg. 39)** |
|  |  | *Place a check mark in the appropriate boxes below to complete permission for his or* |
|  |  | *her participation in activities involving the Crosby Electronic Network.* |

**I understand that the handbook contains information that my child and I may need during the school year and that all students will be held accountable for their behavior and will be subject to the disciplinary consequences outlined in the Student Code of Conduct. If I have any questions regarding this handbook or the Code, I should direct those questions to the principal.**

Print Student Name Student Signature Date

Print Parent Name Parent Signature Date