

Roach Middle School

2021-2022



12499 Independence Pkwy
Frisco, TX 75035
Phone: (469) 633-5000
Fax: (469) 633-5010

RMS Website Information

RMS website address: <http://schools.friscoisd.org/ms/roach/site/home>

6th grade website: <https://sites.google.com/a/friscoisd.org/6th-rms/>

7th grade website: <https://sites.google.com/a/friscoisd.org/7th-rms/>

8th grade website: <https://sites.google.com/a/friscoisd.org/8thrms/>

FISD Wifi Password: _____

Online Textbooks

ILA: _____

Science: _____

Math: _____

Social Studies: _____

HAC Information

HAC website address: <https://hac.friscoisd.org/homeaccess/>

Code	Description	% averaged into grade
ABS	Absent	0%
ABX	Absent NO score	No Score/Not Weighted
CNS	Credit NO score	No Score
CWS	Credit WITH score	100%
DR	Grade Dropped from average	No Score
INS	Incomplete – NO score – Student has not completed the work, must be done in class.	No Score
L	Late – Student has not turned in assignment	0%
LX	Late but NOT weighted	No Score/Not Weighted
T	Turned in but not graded	No Score/Not Weighted
X	Exempt from assignment	No Score

The following extension codes are used to decipher what type of grade has been recorded. It does not affect the students overall average.

Grade Extension	Code Description
##.1	Grade was late
##.2	Retake grade
##.3	Correction grade

Roach Middle School Student Handbook Addendum includes processes and procedures established to ensure student safety and a positive learning environment, as well as, the guidelines for Roach Middle School's discipline policies.

RMS Administrative Team:

Principal – Mrs. Natasha McDonald (Mrs. Mac)

Assistant Principal- Mr. KaiKai - 7th grade/8th grade(A-L)

Assistant Principal- Mrs. Logan- 6th grade/ 8th grade (M-Z)

RMS Counseling Team:

Mrs. Ashley Lewis - (M-Z)

Mrs. Megan McSherry - (A-L)

School Hours:

The school day is from 8:25 AM to 3:45 PM. Students may arrive at school NO earlier than 7:45 AM. Students will report to their designated area until dismissed. Students will be asked to leave the campus immediately after school unless they are staying for a tutorial. **For both student safety and building security, we will ask unattended students not to loiter or be on campus after 4:05 pm each day.**

Student Drop off/Pick up:

Students who do not ride buses must be dropped off in the mornings at the designated locations on the south or north side, **not in the front where the bus zone is located**, and go directly to the cafeteria. In order to facilitate student drop off and pick up, we ask that you not park in the drop off/pick up areas and leave your vehicle unattended between the times of 8:00 AM to 8:30 AM and 3:15 PM to 4:00PM.

In the afternoon parents are encouraged to pick up students on the south or north side of the building. Students are not allowed to wait at school unsupervised. Students need to make arrangements to be picked up immediately after school or immediately following your school sanctioned event. During pick-up times, in order to ensure student safety, we ask that a single line be formed on the school side of the driveways so that students do not need to cross in front of cars in order to get to their ride.

As always, your help is appreciated in making this area as safe as possible for our students as they arrive at school and return home.

Sign Out Procedures



If it is necessary for you to leave during the school day, you must sign out in the office. A parent or guardian must meet you in the front office and sign you out. The parent or guardian must show a driver's license to sign you out. If the person picking you up is not your parent or guardian, the identity of that person must be established and written permission from the legal guardian granted before you may be released. In an effort to maximize instruction time, students will be called to the office for dismissal once a parent or guardian arrives to pick them up.

Visitors



All visitors are required to show ID at our ring doorbell prior to entry. Upon entry, they must check in at the office and to conduct themselves according to the rules for students. They will be required to wear a visitor badge, which should be clearly displayed throughout their time on campus. Upon request, they will need to be prepared to show identification to any person on school property and understand that any person not having legitimate business will be asked to leave. Students from other schools, including siblings, cannot visit during the school day. Parents should check in with the front office before contacting a student or teacher.

Lunch visitors require a previously scheduled appointment. Only a parent/guardian can eat with their student, For the safety of our students and in keeping with state law, the following guidelines are in place for lunch visitors.

- The Texas Nutrition Policy states that students or parents should only bring enough food for themselves.
- No large quantities of food are allowed to feed other students.
- Visitors must sit in the reserved visitor area only.

Parents may not monitor classroom activities without prior approval of the principal. Students or others may not tape or video record a class without the approval of the teacher and principal.

Attendance:



It is important that you make a real effort to be here every day. First period tardies will have the same consequences as tardies in every other class throughout the day. Student success is closely tied to attendance. If you must be absent, we ask that your parent or guardian contact the school at 469-633-5000 before 9:00 a.m, email us at watsons@friscoisd.org or report the absence on our website <https://schools.friscoisd.org/campus/middle-school/roach/home>. If we do not receive a call, we will attempt to reach a parent. After any absence, please submit a note to the front office and receive a re-admit slip. If you are out for a medical appointment, be sure to bring an office visit slip in order to excuse the time missed. Students have 3 days to submit a written note or email to excuse an absence. If a note is not submitted in 3 days, then the absence will be unexcused. If a student receives 10 unexcused absences, truancy charges will be filed in accordance with Education Code 25.093/Family Code 51.03(b)(2)/Penal Code 12.23. In addition, students need to be in attendance 90% of the school days in accordance with Texas Education Code 25.092.

Missed Assignments Due to Absence

It is the responsibility of the student and/or parent to collect missed assignments due to an absence. Parents who request assignments for the absentee may do so on the second day of the absence and should contact our receptionist, who will communicate the request with all of the students' teachers. Assignments will be delivered to the receptionist in the front office and may be picked up 24 hours after request is made. Students may also collect all assignments when they return to school. Each student is responsible for completing all make-up work. Students are allowed one day to make up assignments for each day of absence. If a student misses a test or quiz, it is the responsibility of the student to schedule a time with the teacher to make up the assessment. If the student was aware of an assignment deadline before the absence occurred, the assignment or exam is due upon the student's return to school.

Progress Reports and Report Cards

These are designed to keep you and your parent/guardian aware of your academic progress. Progress reports are shared electronically through the Home Access Center with students at the midpoint of each marking period. Report cards are shared electronically through the Home Access Center with the student at the end of the grading period.

Home Access Center



HAC is an internet service offered by Frisco ISD to help keep secondary parents informed of their child's academic performance at school. Using a simple login, parents have access to grades for each course their child is enrolled in at school.

Restorative Practices

When students are not engaged in class or school related activities, the following steps will be implemented by RMS staff for them to have a sense of belonging:

1st offense- warning, parent notification, document in eschool

2nd offense- warning, parent notification, document in eschool

3rd offense- administrators will be notified, the student and the teacher will have a walk and talk to build the relationship. Parents will be notified. Document in eschool.

4th offense- consequences will vary depending on student behavior (Lunch detention, C-hall, TRN, ISS, OSS)

C-Hall

Teachers may assign a C-Hall detention before or after school for infractions of the Student Code of Conduct. C-Hall is a disciplinary detention. If an emergency arises, please make arrangements with your grade level assistant principal in advance if you are unable to attend; otherwise, the student will be considered absent. Students must provide their own transportation home. C-Halls are held on: Tuesdays from 3:50 PM – 4:50 PM; Thursdays from 7:20 AM – 8:20 AM.

Lunch Detention

Lunch detentions may be assigned by an administrator. Students in lunch detention must check in with the administrator on duty. The administrator on duty will dismiss any student that needs to buy lunch. Any student who is a no show for lunch detention will have their lunch detention doubled.

Thursday Night Reflections

TNR is utilized to encourage students to change their behavior, assist students in understanding the result of negative choices, teach self-discipline, and provide students an opportunity to get caught up on school work. This disciplinary detention is assigned by administrators and is held on Thursdays from 3:50 PM - 6:50 PM. During the detention, students are provided an opportunity to reflect on behavior choices they made. If an emergency arises, please make arrangements with your child's grade level assistant principal in advance if you are unable to attend; otherwise, the student will be considered absent. Students must provide their own transportation home.



ISS: In-School Suspension

ISS is a short term or long term removal from the classroom environment. ISS encourages students to change their behavior, assists students in understanding the results of negative choices, teaches self-discipline, and provides students an opportunity to get caught up on school work. While in ISS, students will be required to complete any and all assignments sent by their teachers. Students are required to bring all books and school supplies to ISS. While in ISS, students may not participate in or attend any after school or extracurricular activities. On the days a student is in ISS, they must report to the office when they arrive at school and must leave school immediately after dismissal.

Communication



In an effort to involve parents and the community in the academic success and activities at Roach, we utilize a variety of methods of communication. Home Access Center, e-mails, web-based newsletters, phone calls, parent teacher conferences, student agendas, progress reports, report cards, positive postcards, School Messenger calls, grade level website and Open House nights are all ways to stay updated on your student's academic progress and extracurricular activities.

Cell Phones/Electronic Devices

Frisco ISD is a BYOD district, meaning students can bring their devices to school; however, it is important that parents and students understand the responsibility of bringing telecommunication devices to school.

- Devices are only allowed to be used during the following times:
 - Before school until 8:25
 - With permission and direction from the teacher during a classroom activity for instructional purposes only. Students who deviate from the instructional activity will have their device taken up.
 - After dismissal at 3:45

During all other times, students will have their devices taken up for having them out, using them, and/or going off during the instructional day. Devices should NOT be visible during the school day. Confiscated phones will be turned in to the office and will result in consequences each time. Parents will be notified within two school days after the device has been confiscated to schedule a time to pick up the phone.

If students and parents need to communicate during the school day, school phones can be used and messages can be sent to the students in their classrooms.

Note: Students bring phones and other items to school at their own risk. The District will not be held responsible if a phone or other item is lost, stolen, or misplaced, including those that have been confiscated.

B.Y.O.D. Acceptable Use Policy

Frisco ISD provides students with access to the District's electronic communications system for educational purposes. The electronic communications system is defined as the District's network, servers, computers, mobile devices, peripherals, applications, databases, online resources, Internet access, email, and any other technology designated for use by students. With this educational opportunity comes responsibility. While the District uses filtering technology and protection measures to restrict access to inappropriate material, it is not possible to absolutely prevent such access. It will be each student's responsibility to follow the rules for appropriate and responsible use. Access to the Frisco ISD network is a privilege and administrators and faculty may review files and messages to maintain system integrity and ensure that users are acting responsibly. Please refer to the Middle Student Handbook for detailed information about the Frisco ISD Acceptable Use Policy.

<http://www.friscoisd.org/ly/parentsStudents/StudentHandbooks.htm>

Dress Code

The dress and grooming standards of the Frisco Independent School District are meant to promote a positive, professional learning environment where the focus is on instruction and not on clothing. Clothing, hairstyles, and accessories should not be disruptive, immodest or compromise student safety. Students shall come to school looking clean, neat and ready to learn. Students in violation of the student dress and grooming code will be expected to change to appropriate attire (provided by the school) when violations are brought to their attention. Students will not be allowed to leave campus for the purpose of changing clothes or call their parents. Students who fail to meet this requirement of compliance with the Dress and Grooming Code may spend the remainder of the day in In-School Suspension.

Students who persistently violate the dress code may be held to a higher dress standard.

Students are expected to be in compliance with the dress code at any school-related event or activity; school officials have the authority to ask them to leave if they are inappropriately dressed.

Consequences for dress code violation are:

1st offense – Warning & change clothes

2nd offense – Chall & change clothes

3rd offense – FNR & change clothes

4th offense – Referral to assistant principal

Please refer to the Middle School Student Handbook for more specific information regarding dress code. <http://www.friscoisd.org/ly/parentsStudents/StudentHandbooks.htm>

Bus Information



To ensure maximum safety at all times, students are to follow all rules issued by the Frisco ISD Transportation Department when riding buses. Failure to observe these rules could result in the loss of bus riding privileges and/or other disciplinary action. Remember, your safety is our primary concern. If you have questions or need information regarding buses, please call 469-633-6140.

Bicycles/Skateboards/Heelys/Skates/Scooters



Students who would like to ride bicycles to school are welcome to do so. Skateboards, skates or scooters are not allowed on school grounds. Bicycles are to be parked and locked in the designated areas. The school cannot provide security against theft or vandalism. Students should walk their bicycles off school property and are urged to use caution and common sense when riding bicycles after leaving the area around the school. These areas are often congested, especially in the afternoon.

Textbooks



Textbooks are provided by the district and are issued at the beginning of the year. Every student is obligated to give his or her books the best care. Write your name in the front of the book as soon as it is issued to you. Do not loan or borrow textbooks. Students who lose or damage books will be expected to pay for them. Refunds for found books are giving up until the last day for school.

Cafeteria Procedures



Each student will be issued an identification number and must use it daily when going through the lunch line. Menu prices are available during schedule pick-up. A-la-Carte items, desserts, ice cream, chips and drinks are also available. Students must pay for meals in advance in the cafeteria. Any checks must be deposited in accounts prior to 10:00 a.m. in order to prevent delays in service. Parents may also deposit money in their student's account online at [School Cafe](#). Meals may not be changed. An alternate lunch will be provided at no cost to any child who forgets his/her lunch money.

Students or parents should only bring enough food for themselves. No large quantities to feed other students are allowed. The Texas Nutrition Policy does not allow sharing food. Students should only bring enough food for snacks for themselves. This includes, but is not limited to birthday celebrations such as pizza, birthday cakes, cupcakes, cookies, etc. Parents must sign-up for a date and time before eating lunch with their child.

Food and Drinks during the School Day:

Students are not allowed to have any type of food or drink, other than water in the classroom or hallways at any time (this includes gum). If the student has a special medical situation where they need a snack during the day, the nurse should be made aware of this situation and special arrangements can be made. If a student brings their lunch to school, they should keep it in their locker until their designated lunch period. **Once breakfast or lunch is over, any leftover food or drink must be disposed of even if it is**

unopened before returning to class. The only item a student may keep in their locker during the school day is a **transparent** water bottle.

Medications:



A registered school nurse is assigned to RMS full time. Students who are ill should report to the nurse with a pass from the teacher. If it is deemed necessary, the nurse or other school personnel will contact a parent or guardian for you. Students should not carry medication of any kind with them during the school day. Please contact the nurse for proper authorization forms and an explanation of procedures.

Medication Policy:

The district shall not purchase oral nonprescription medication for students. In order for students to receive *district approved oral nonprescription medication (Tylenol, Advil, Benadryl, Tums, Cough Drops, & Throat Strips)* while at school, the parent/guardian must complete & sign the Request for Administration of Medication form & send the age appropriate medication to school in the original container (smallest container available) & must be properly labeled. The nurse may give up to 10 doses of the district approved oral nonprescription medications. When students take 10 doses of a medication, the parent/guardian will be notified a doctor's note will be needed in order to continue to give the student the medication.

All other nonprescription medications must have a doctor's note and must be in the original container & must be properly labeled. The parent/guardian must complete & sign the Request for Administration of Medication form & send the medication to school. *All prescription medication that cannot be scheduled for other than school hours may be given at school.* We must receive a completed & signed Request for Administration of Medication form from the parent/guardian. The medication must be in the original container & must be properly labeled.

A list of medications that are used in the school clinic is available on request from the school nurse. Please contact your school nurse with any questions.

Lockers



Currently we are not using lockers.

Backpacks, Book bags, and Oversized Purses

Currently you are allowed to carry your backpack from class to class.

Hallway Expectations

In an effort to keep hallway congestion to a minimum, students are reminded to walk on the right side of the hallway and should avoid any type of congregating. The "H" hallway is one-way. Students should also remember that they should use a quiet, normal voice, level one voice, in the hallways and there should not be any yelling, chanting or singing out during passing periods as this is a distraction to the learning environment of any classes that are still in session.

Socials

RMS may hold school sponsored socials during the school year. Parents and/or teachers act as chaperones. Once a student arrives at the social, that student may not leave until it is over, unless with a parent. Parents are expected to pick up their child promptly at the end of the dance. Social times will be communicated well in advance. **Students are to adhere to the standard dress code.**

Parents Bringing Items to School

RMS will not interrupt instruction to deliver any items that the student has forgotten (except for eyeglasses /contacts). Students will be called to the front office between classes to retrieve items that have been brought in that they have forgotten at home or need for the day. RMS will not deliver food, balloons,

flowers, etc. to students during the school day, students will be called down at the end of the day to pick up these types of items.

PTA

Our Parent Teacher Association is available for parents/guardians to join. Membership information can be found on the school website. Parents are always welcome at Roach Middle School. We encourage your involvement.

Counselors

Our guidance counselors are available to help students get the most out of their middle school experience and to help them adjust to middle school life. Part of our guidance program is helping the new student feel at home in our school with new teachers and friends in a different setting. Our counselors welcome the opportunity to talk over concerns with students, parents, and teachers. They are familiar with community resources and may direct students to other sources of information and assistance. Students who wish to discuss academic and school success with a counselor should seek permission from a teacher or administrator to stop in the counseling office to set up an appointment.

Student Success Initiative



Students who did not demonstrate mastery on last year's STAAR Test will be required to take a Math Lab and/or Reading Lab course that will help them improve their math and literacy skills. This course will replace an elective course. Students may also be taken out of elective classes at various times throughout the year to attend classes that will assist them in mastering a specific concept or skill. These efforts are designed to help every child achieve success in mastering the Texas Essential Knowledge and Skills and are fulfilling federal requirements under the No Child Left Behind Act. Starting in the school year 2007-2008, 8th grade students must meet minimum expectations on the STAAR test in order to be promoted to the 9th grade.

Grading, Late Work & High School Credit Classes

Grade Weighting Categories: Major (60%) – Minor (40%)

1. A Major grade assesses a large amount of material over several Learning Targets or Knowledge and Skills and is assessed individually for all or part of the grade.
2. A Minor grade assesses specific targets of learning, for learning and as learning occurs.

Minimum number of grades per marking period

- 2 Major, 4 Minor

A numerical system of grading is used. The lowest passing grade is 70.



90 – 100 = A 80 – 89 = B
70 – 79 = C Below 70 = F

Late work

Grades should not be punitive and used for accountability; grades will not be reduced when essential assignments are submitted incomplete, late, or not submitted. Mark assignments with the following codes in eSchool:

- Late/missing assignments = L
- Incomplete assignments = INC
- Academic Mastery is Zero = "0"

Retest Policy

Students will be able to receive credit for evidence of increased mastery for major assessments for a maximum score of 100.

1. Students will have a window of five school days after the grade is returned to re-assess. (Remediation and reassessment must be completed by the end of the five-day window.)
2. Reassessment should be targeted to standards not mastered on the original assessment.

Requirements to reassess, such as attending tutoring sessions and/or completing remedial assignments, are required and should be developed within collaborative planning teams.

Project Guidelines

- Any project assigned and included as a portion of the “major assignment” should be assessed using a rubric that is given to the students at the time the project is assigned.
- The project should be broken down into parts, each part given a deadline/due date prior to the deadline of the completed project.

Each portion should be assessed as the project progresses, providing several measures of progress in addition to the grade for the final project.

Change of Address/Phone Numbers



Please inform the office immediately, in writing of any address or phone number changes so we may change all pertinent school records. A change of address requires proof of residency. Emergency information must be accurate for your safety.

All Star Criteria

In order for students to be considered an All Star they must meet the following criteria:

- On time to every class every day
- Turn in all assignments on time in all classes
- Have positive behavior everywhere, everyday
- Prepared with materials and supplies in all classes
- Follow all school policies

Attendance at Extracurricular Activities and After-School Events

Students and parents are encouraged to attend and support the many different extracurricular activities offered at Roach MS. It is important to maintain pride and tradition in our school. Therefore, it is requested that all students (participants and fans) and parents should respect our own students and staff, as well as any visiting teams or officials at these events. Roach students will have free admission to Roach athletic events within FISSD when they present their current Roach student identification cards. To ensure appropriate supervision, students will not be allowed to wait on campus after school to attend athletic events. Also, students in attendance at athletic games must remain seated in the stands or in an adult supervised area at all times.

Again, in order to maintain security and student safety, it is very important that students who attend activities outside of the school day have made appropriate transportation arrangements for after the event. If a student is not picked-up within 20 minutes after an on-campus activity – they will lose the privilege of attending extra-curricular campus activities for the rest of the school year.

In order to attend extracurricular activities and after-school events at Roach Middle School, students must have been in attendance at least half-day on the day of the event. If students are sent home sick or are

absent due to an illness they will not be permitted to attend events that evening. Students who are assigned to ISS or OSS may not attend extra-curricular