

TULOSO-MIDWAY

INTERMEDIATE SCHOOL



Parent and Student Handbook 2016 – 2017

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Students and Parents:

Welcome to Tulo-so-Midway Intermediate School! Our handbook is designed as a resource for campus information that you and your child will need during the school year. We strongly recommend that parents review the entire handbook with their children and keep it as a reference during this school year so that you will be aware of those things that may vary between Tulo-so-Midway Intermediate and other TMISD campuses. Communication is the key to education. If you find that you have questions after previewing this handbook, please feel free to contact the school and set up an appointment with school administration. A school administrator will always be willing to meet with you; we just ask that you contact the school and set up an appointment. The school phone number is (361) 903-6550.

Tulo-so-Midway Intermediate Mission Statement:

Tulo-so-Midway Intermediate Staff believes that it is our mission to create a campus that provides systematic, pertinent, and innovative curriculum that focuses on equity and rigorous expectations. T-M Intermediate students will be provided with an optimal level of resources in a positive climate to guarantee that all students achieve their true potential as life-long learners.

CAMPUS GOALS

- TMISD will exceed increasing academic standards by addressing the needs of each student and enable students to develop and pursue their vision for success in education, life, and career.
- TMISD will recruit, retain, and develop highly qualified employees with a sense of responsibility for the success of a new generation of students.
- TMISD parents and community members will commit to supporting the success of all students
- TMISD will provide a safe, healthy and drug-free environment that promotes positive lifestyles.
- TMISD will aggressively obtain and allocate resources to facilitate optimal student achievement.
- TMISD will incorporate innovative technologies to optimize teaching, learning, and working.
- TMISD will demonstrate effective planning of maintenance, operations, and facilities.

School Times

Monday, Tuesday, Thursday, Friday

7:00 A.M. Drop-off begins. Students will report to the cafeteria.

7:45 A.M. Bell rings. Breakfast is served in the classroom.

8:00 A.M. Tardy bell rings and instruction begins. If a child enters the building after 8:00 A.M., he/she should go directly to the office to receive a tardy pass and gain entrance into the classroom.

3:15 P.M. Dismissal

Collaborative Planning Day (Wednesdays)

7:00 A.M. Drop-off begins. Students will report to the cafeteria.

7:45 A.M. Bell rings. Breakfast is served in the classroom.

8:00 A.M. Tardy bell rings and instruction begins. If a child enters the building after 8:00 A.M., he/she should go directly to the office to receive a tardy pass and can gain entrance into the classroom.

2:45 P.M. Dismissal.

Early-Release Days

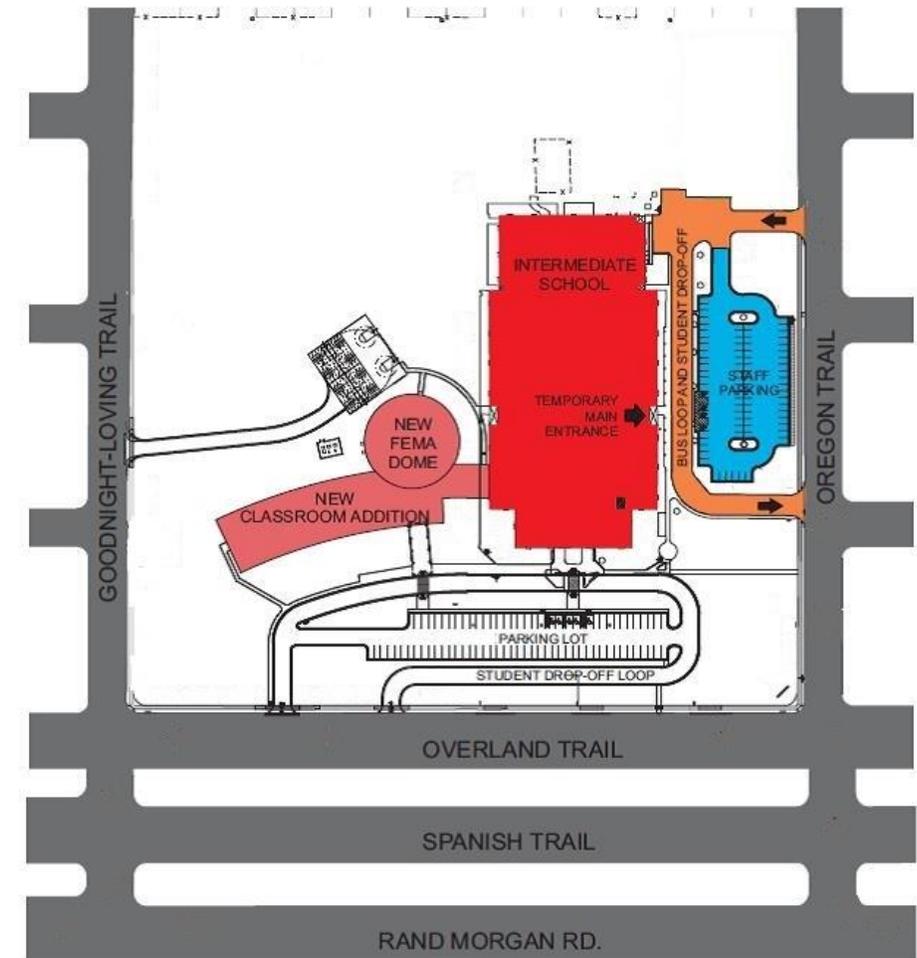
7:00 A.M. Drop-off begins. Students will report to the cafeteria.

7:45 A.M. Bell rings. Breakfast is served in the classroom.

8:00 A.M. Tardy bell rings and instruction begins. If a child enters the building after 8:00 A.M., he/she should go directly to the office to receive a tardy pass and can gain entrance into the classroom.

12:00 P.M. Dismissal.

Traffic Courtesy: Parents can help maintain a safe school by driving in the areas of the front driveway marked for the delivery or pickup of students. Please do not park or leave your car unattended on the DROP-OFF loop. Drive to the very end of the driveway loop in order to accommodate more cars following behind. Do not let your children exit or enter your vehicle on the left (driver) side. They are to enter or exit on the right curb side. Please be on time in the afternoon. Students are ready to be picked up beginning at 3:15 p.m. (2:45 p.m. on Wednesday).



ATTENDANCE (See Student Code of Conduct)

ABSENCE NOTES

When a student must be absent from school, the student, upon returning to school, must bring a note, signed by the parent, that describes the reason for the absence. This note must reach the attendance clerk within 5 days of returning to school. Teachers will not handle excuse notes. Students should be instructed by their parents to bring the excuse note to the office in the morning before they go to their classroom. Failure to submit the note to the office will result in the absence being marked as unexcused. A note signed by the student, even with the parent's permission, will not be accepted.

AWARDS and HONORS

Students will be recognized at the end of each grading period for outstanding achievement. An End-of-Year General Awards Assembly for each grade level will be held in May. Students at Tulo-Midway have the opportunity to receive awards for various achievements, including:

All A's Honor Roll
All B's Honor Roll
Good Citizenship
Super Solver Awards

A & B Honor Roll
Good Attendance
Outstanding Activity Achievement
Random Acts of Kindness

BICYCLES

Bicycle racks are provided for students who ride their bikes to school. They are located at the front of the school. All bikes must be chained and locked on the rack at all times. The school is not responsible for the bikes.

BUSES

- **Transporting to and from school:** Buses begin releasing students to enter the school building each morning at 7:15 A.M., when there are adult supervisors assigned to the hallways. Buses depart at approximately 3:15 P.M. each afternoon, except on Wednesdays, when they depart at approximately 2:45 P.M. Parents are requested not to go to the bus lane to remove their child from school buses without permission from one of the campus principals. Busing is a privilege and all students must follow the bus rules of behavior. Misconduct will have consequences in accordance with the Student Code of Conduct.
- **Field Trips:** Students who participate in school-sponsored trips are required to use transportation provided by the school to and from the event. One of the school principals, however, may make an exception if the parent makes a written request that the student be released to the parent or to another adult designated by the parent.

CAFETERIA SERVICES

Our cafeteria participates in the National School Lunch Program and offers students nutritionally balanced lunches daily. Free and reduced-price lunches are available based on financial need. Information about a student's participation is confidential. See the school receptionist to apply. During the 2016-2017, all students will receive free breakfast. Tulo-Midway Intermediate meets all requirements set forth by the Texas Department of Agriculture Child Nutrition Guidelines. This includes guidelines for restricting student access to vending machines, restricting Foods of Minimal Nutritional Value, and eliminating competitive foods. If you have any questions regarding our cafeteria, please contact the cafeteria supervisor at 903-6570.

CLOSED CAMPUS

Closed campus shall be enforced from the time the student reaches the campus until they have completed their regularly scheduled day. Any student who leaves campus without office permission will be considered truant. This includes leaving the building to go to the parking lot. Picture identification is required to sign out any student. ONLY PERSONS WITH THEIR NAMES ON THE ENROLLMENT CARD WILL BE PERMITTED TO SIGN OUT STUDENTS.

COUNSELING

The school counselor is available to assist students with a wide range of personal concerns, including such areas as social, family, or emotional issues. The counselor may also make available information about community resources to address these concerns. Students who ask to see the counselor will be sent by their classroom teacher at a convenient time during the day. A child may also drop by the counselor's office before school, during lunch, or after school. Our counselor meets regularly with every classroom on campus to teach various units such as Saying No to Bullies, Getting Along With Others, and Puberty. In this way, all students have access to the counselor for social skills training.

ACADEMIC COUNSELING

Students and their parents are encouraged to talk with a school counselor, teacher, or principal to learn more about student's progress in school. Each spring, students in grades 3- 5 will be provided information regarding academics for the next school year and other information that will help them make the most of academic opportunities.

DISTRIBUTION OF PUBLISHED MATERIALS

Publications prepared by and for the school may be posted or distributed, with prior approval by the principal. Such items may include school posters, brochures, murals, etc. Distribution of non-school materials must be pre-approved by the district office.

EXTRACURRICULAR ACTIVITIES, CLUBS, AND ORGANIZATIONS

Participation in school and school-related activities is an excellent way for students at Tulosso-Midway to develop talents, receive individual recognition, and build strong friendships with other students. Participation, however, is a privilege, not a right. If you have any questions about any of these activities or organizations, please contact your child's teacher. Activities, clubs, and organizations include:

- Members Of Responsible Education (M.O.R.E. club)
- Chess Club
- Voices of the Wind
- Safety Patrol
- Student Council
- Xylophone Band
- Kardio Kids
- Morning News Team
- UIL activities
- Science Fair activities

FUND RAISING

The school, student clubs or classes, and the Parent-Teacher Association (PTA) occasionally may be permitted to conduct fund-raising drives for approved school purposes. The school works to ensure that the fundraising does not interfere with the academic endeavor of the school. The school tries to do most of their fundraising through school activities; however we do have one fundraiser in the fall and one in the spring that is not activity based. All fundraising must be approved by the administration. Non-campus based groups are not permitted to fundraise on the campus.

HEALTH SERVICES

NURSE

A nurse is on duty at the campus. If a student becomes ill, students may visit the nurse. Parents will be contacted by phone to discuss the student's condition if necessary.

FIRST AID FOR ILLNESS AND INJURY

We make every effort to safeguard your child's health at school. In the event of a serious accident or emergency, you will be contacted immediately. When a parent or guardian cannot be reached, the student will be transported by ambulance to an appropriate medical facility and accompanied by a nurse, administrator or designated faculty

member. To ensure optimum care, it is important to update us continually with new phone numbers, changes in your child's health, new medications, or anything else that impacts his or her well-being at school.

HEALTH SCREENING

Vision and hearing screening is performed on all 5th grade students and new-to-district students in accordance with Texas guidelines. Additionally, students who show signs of vision or hearing difficulty (any grade) may be screened to rule out a problem. Please don't hesitate to contact the school nurse at 903-6560 if you would like your child screened at any time during the school year. If a problem exists, you will be notified and referred for further medical evaluation if needed.

CONTROL OF COMMUNICABLE DISEASE AND ILLNESS

Your child's good health is important to us! Hygiene and health are taught and emphasized throughout the year. Please contact the nurse whenever you are not certain about sending your child to school. You are encouraged to share any concerns or problems relevant to your child's health. If you have any questions or would like to meet with your school nurse, please do not hesitate to call us at the number listed below. Clinic hours are from 7:45 A.M. to 3:15 P.M., Monday through Friday.

ATTENDANCE AND ILLNESS

Please do not send your child to school if any of the following symptoms or signs is present in the previous twenty four (24) hours.

- Elevated temperature (100 degrees or greater)
- Acute cold, sore throat, or persistent cough
- Vomiting, nausea, or severe abdominal pain
- Diarrhea
- Pus-like discharge from the nose or eyes
- Red or inflamed eyes/lids
- Suspected and untreated impetigo, scabies, or lice.

Please contact the school nurse when you are not sure if your child is well enough to attend school. Also, it is wise to contact her when your child is on the "borderline" of being ill. Be sure to let the school know where you may be contacted in case your child's condition worsens.

SPECIAL NOTE: If your child complains often of headaches or stomach aches, or frequently does not feel well, please notify your physician or health care provider.

MEDICATION

The school nurse is responsible for all medications and will assist students who need medication at school. Most medications, even those scheduled for **three (3) times per day, can usually be given outside of school hours.** Texas state law does not permit public schools to provide Tylenol, Advil or cough preparations or other over-the-counter medications to students unless they are supplied from home (and have written parent consent). If any medication (prescription & non-prescription) is going to be given longer than 2 weeks we will need a long term medication form signed by your child's physician.

- **Medications must be:**
 - In the original, properly labeled container (no baggies or envelopes, please!)
 - One medication per bottle
 - Up to date (check expiration date before bringing it to school)
 - Age appropriate in dosage.
- **Injection Medications:**
 - May only be given at school for life-threatening/urgent conditions (for example epinephrine for severe allergic reaction or insulin for diabetes management).
 - Must have parent and physician authorization on file. (Long term medication form is available in the school clinic.)
 - May only be administered by a nurse (or specially trained school designee).
- **"Controlled Medications":** Ritalin, Adderall and all other "controlled" medications **must be brought to the clinic by a parent, guardian or responsible adult.** Please do not send these medications to school with your child because of modern safety concerns. All controlled medications are locked in a secure cabinet.

- **Asthma Inhalers:** “Rescue” inhalers for asthma (such as Albuterol/Ventolin) may be carried by older, responsible students who have both parent *and* **physician consent in writing (form available in the school clinic).**

Special Reminder: For safety reasons, parents, guardians or other designated adults will need to bring medications to school. A parent, guardian or other responsible adult will also need to pick these up at the end of the school year.

IMMUNIZATION REQUIREMENTS*

In accordance with state law, students must have the following before they may enroll and attend school:

- **Diphtheria/tetanus (DPT, DT, etc.)**— Four doses with at least one given after age 4; then one dose every 10 years thereafter.
- **Polio (OPV, IPV)**—Three doses with at least one dose given on or after age 4.
- **Measles, mumps and rubella (MMR)** –Two or more doses with first dose on or after age 1.
- **Hepatitis B**—three doses.
- **Varicella (“chicken pox”)**—one dose. Students who have had chicken pox disease are exempt and need only to provide a note from the parent or doctor stating *month and year* of the illness.
- **Haemophilus (HibCV--or equivalent doses)**—At least one dose for students under age 5.
- **Hepatitis A**

Special Note: By law, records must show “day” as well as month and year of each dose administered and must have the signature or stamp of the physician/health facility that administered these.

****For students with religious or medical exemptions, special forms are available at the local health department.**

***Please note that request for copies of your child’s immunization record from the school nurse requires 24 hour notice by written request.**

TUBERCULOSIS (TB) TESTING

All students entering school for the first time, in any grade, shall be required to complete the TB questionnaire. The results of the questionnaire will determine if a TB skin test is required. All students entering school for the first time in any grade from a foreign country shall provide evidence of having received a tuberculosis test within 12 months prior to enrolling. The results of the skin test shall be submitted to the school at the time of enrollment.

PEDICULOSIS (HEAD LICE) MANAGEMENT GUIDELINES AND PROCEDURES

Pediculosis (head lice) infestation has become a national epidemic, with over 10 million children and adults affected annually. Head lice affect more children than all other communicable childhood diseases combined, excluding the common cold. Our nurse will be actively involved in the education and surveillance process and will make every effort to prevent and control head lice outbreaks through the following measures:

1. All students will be screened for head lice at the time of health screenings and/or any other time during the school year that the nurse believes is appropriate.
2. **Minimum criteria:** When a student in one classroom is known to be infested, a classroom screening may be conducted.
3. When the nurse discovers lice in a student’s hair, the student will be sent home.
The nurse will:
 - a.) Give verbal and written instructions to the parent on appropriate treatment and prevention: i.e.: shampoo student and all family members as soon as possible and repeat per instructions on the over-the-counter or prescription head lice shampoo, or as directed by the physician.
 - b.) Teach the parent how to identify and eliminate nits (eggs).
 - c.) Re-examine the student upon return to school and note treatment used.
 - d.) Perform follow-up screening as applicable.
Special Note: Student may return to school immediately after one shampoo treatment has been completed and no live lice are seen.
4. Screen siblings and exposed contacts of infested students as soon as possible. Inform other school nurses of known contact cases for students in other schools.
5. **Screening Procedure and Confidentiality:** The nurse will use a bright light source and clean sticks (for example, 6 in. “applicator” sticks), tongue blades or gloves to screen each student. Disinfectant such as rubbing alcohol, or soap and water will be used to cleanse hands if hair is inadvertently touched. Review findings with student as promptly as possible, and with confidentiality to protect privacy.
6. **Education:** Provide classroom, grade level and/or school wide information and instruction about pediculosis prevention. Assist teachers with precautions such as keeping coats and hats separated, head phones clean,

and preventing students from sharing combs, brushes, hats, etc. As a courtesy to parents, a notice may be sent home when a case of head lice has been discovered in a classroom.

If a student has been sent home three school days in one month, the child cannot return to school until ALL EGGS (nits) are removed.

INSTRUCTION

CONFERENCE

As a parent, you are very important to your child's success in school. Teachers need parents to help children learn and do their best in school. A conference gives you and the teacher a chance to talk about your child's progress and work together to help your child. Parents are encouraged to set up appointments to schedule teacher conferences regularly. In a conference with your child's teacher, you can:

- Find out how your child is doing in school.
- Help the teacher better understand your child's needs.
- Plan ways in which both you and the teacher can help your child do better in school.

To ask for a conference, send a note or call the teacher at school, and arrange a good time to meet.

GRADING GUIDELINES

Student academic achievement is reported to parents as number grades.

A = 90—100

F = 0—69

B = 80—89

I = Incomplete

C = 70—79

Absences

If a student is absent he/she will be allowed to make up missed assignments. One school day will be given for each day missed. All missed assignments must be completed and turned in by the end of the school week in which the student was absent.

Late Work

The purpose of setting assignment due dates is to encourage students to plan, organize, prioritize and to work to meet expectations. Students will be responsible for obtaining and completing late work in a satisfactory manner and within the time specified by the teacher.

Grades

Major grades will consist of **65%** of the total student average for the course. Major grades include all major tests and major projects. During Six Week grading periods, teachers will take a minimum of 4 major grades for core subject areas. Minor grades will consist of **35%** of the total student average for the course. Minor grades include daily work and quizzes. During Six Week grading periods, teachers will take a minimum of 6 minor grades for core subject areas. The minimum number of major and minor grades will change to 2 major and 4 minor for grading periods less than six weeks.

Failing Assignments / Major Grades

If a student fails a major grade assignment they will be given the opportunity for re-teach/retest. The failing grade will remain in the grade book; however, the new grade will be added as an additional grade and averaged toward the students' final grade. If correcting a major grade assignment or test, the entire assignment must be redone. Minor grades will not be re-tested.

Student conduct is reported in letter grades.

E = Excellent

N = Needs Improvement

S = Satisfactory

U = Unsatisfactory

Teachers will notify parents/legal guardians at any time during the grading period that their student's performance is unsatisfactory or in danger of failing.

HOMEWORK

We believe that homework is necessary to solidify concepts previously taught in class. Students in grades 3- 5 should expect about 20-40 minutes of homework a night. Parents are encouraged to check over their child's homework and assist their child if they find that the child needs some additional help. Each child is encouraged to read every night. Reading logs should be kept by each child. Nightly reading should be a standard procedure, just like brushing your teeth or taking a bath. If a child is too tired to read or currently unable to read, we ask that parents share a book with their child each night.

MAKE-UP WORK

- A student will be permitted to make up tests and to turn in projects due in any class missed because of absence.
- A student will be responsible for obtaining and completing the makeup work in a satisfactory manner and within the time specified by the teacher.

IN-SCHOOL SUSPENSION MAKE-UP WORK

- A student removed from the regular classroom to in-school suspension will have an opportunity to complete assigned work.

Students and their parents are encouraged to discuss options with the teacher or counselor to ensure the student completes all work required for the grade level.

INTERSESSION

Our year-round calendar provides an Intersession after each six-weeks grading period. Instructional interventions may be provided during Intersessions.

LIBRARY

The Library Media Center at Tuloso-Midway Intermediate is an integral part of the instructional program in each grade level. Our professional certified librarian works closely with teachers to provide materials and activities that are appropriate for the various learning styles of individual students. Books, videos, DVDs, audiocassettes, audio CDs and internet databases and magazines are part of the collection. If any library materials are lost or damaged, the student is expected to pay for them. Technology is an integral part of the library. Students are taught to use computers to locate information. Our media center has multiple computers that are used to access databases and internet resources. The library provides a wide variety of materials for varying ages, ability levels, and interests of students. If you have guidelines regarding your child's reading or interests, please feel free to contact the librarian. The library hours are 7:45 A.M. to 3:30 P.M. each school day.

MEETINGS OF NON-CURRICULUM-RELATED GROUPS

Student organized, student led non- curriculum-related groups are permitted to meet during the hours designated by the principal before and after school. These groups must comply with the requirements of policy FNAB (LOCAL).

PROGRESS REPORTS

Teachers will send home three-week progress reports with all children to inform parents of their child's academic progress. These progress reports are one way to notify parents of a child's progress prior to the report card. Progress reports should be viewed and signed by the parent and returned to the teachers the following school day. Since Tuloso-Midway Intermediate is committed to communicating student performance to parents at all times, not just when the child may be failing, our teachers are also required to send weekly Friday Packets. These Friday Packets should also be signed and returned to the teachers the following school day.

REPORT CARDS

Report cards with each student's grades or performance and absences in each class or subject are issued to parents every 6 weeks. Teachers follow grading guidelines designed to reflect each student's academic achievement for the grading period. Questions about grade calculation should first be discussed with the teacher; if the question is not resolved, the student or parent may request a conference with the counselor or the principal.

SPECIAL PROGRAMS

The T-M Intermediate provides special programs for gifted and talented students, bilingual or students with limited English proficiency, dyslexic students, 504, and students with disabilities. The coordinator of each program can answer questions about eligibility requirements. A student or parent with questions about these programs should contact a campus administrator.

- The students that meet the criteria for Gifted and Talented services will be pulled out of the instructional setting for 60 minutes daily, Monday through Friday.
- The students that meet the criteria for Bilingual Education will be assigned to classrooms with a bilingually certified instructor.
- The dyslexia program involves learning skills to enable students to compensate for their dyslexia or overcome their learning problems. It is a pull-out program and interventions are taught by a trained dyslexia specialist. For more information on identification and services, contact a campus administrator.
- Our special education interventions focus on the least restrictive environment where special education students spend as much time as possible in the regular classroom with non-disabled students. To be eligible to receive special education services, a student must have been determined to have one or more of the disabilities listed in federal regulations or state law or both. In addition, the student must exhibit a need for special education services. If you think your child has a disability and is experiencing problems in school, a conference with your child's teacher should be requested.

TESTING

- **Local Assessments** are administered in the fall and spring semesters. These benchmark scores will be communicated to parents and used to determine if a student needs additional instructional interventions or after-school tutoring and Intersession school.
- **All State-Mandated Assessments** are administered in the spring semester for grades 3- 5.
- **Student Success Initiative (SSI)**
The state requires students in grade 5 to pass Reading and Math in order to be promoted to the next grade level. (Please refer to district handbook for more details).
- **Other Assessments**
In addition to benchmark and state mandated tests, students may be given various assessments to determine their strengths and weaknesses. The data from these assessments assist teachers in driving their instruction to ensure that all students have an opportunity to master grade level curriculum.

Test results will be reported to students and parents. Parents may review an assessment test that has been released by the Texas Education Agency. Certain students, such as students with disabilities and students with limited English proficiency may be eligible for exemptions, accommodations, or a deferment. For more information, see the principal, counselor, or special education director.

LATE ARRIVAL TO SCHOOL

Students who are tardy to school cause a disruption in the classroom. Teachers have to repeat instructions, and students start off their school day trying to catch up with those assignments missed because they were late to school. The buses arrive at school in plenty of time for children to eat breakfast. If your child is a car rider, they must arrive at school by 7:55 in order to allow for them to have enough time to walk to class. School begins at 7:45 A.M. with breakfast being served in the classroom. Announcements and the Pledge of Allegiance begin at approximately 8:00 A.M. Instruction begins immediately following the pledges. Students who arrive at school after the 8:00 A.M. tardy bell will be counted as being late and must obtain a tardy slip from the receptionist to gain admittance into the classroom

PARENTAL INVOLVEMENT

Both experience and research tell us that there is a strong correlation between a student's educational success and the involvement of their family in the educational process. There are different ways in which you can be involved in your child's school life at Tulo-so-Midway Intermediate.

- Tulo-so-Midway Intermediate has a Parent Teacher Association (PTA).
- Volunteers are always welcome. Parent volunteers offer a huge resource and support base for the school community while showing their kids the importance of participating in the larger community. Also, parent volunteers are essential in helping to organize and chaperone fundraising events, as well as to participate in other school activities.
- Ensure that your child completes all homework assignments and special projects.
- Parents are encouraged to set up appointments to schedule teacher conferences regularly.
- Volunteer to serve as a parent representative on the campus-level planning committee that develops educational goals to improve student achievement.

If you are interested in any volunteer opportunities, please contact the school at 361-903-6550.

PARKING

Parking for parents and visitors is available at the front of the school. The parking lot across the bus lane is reserved for campus personnel and, for safety reasons, should not be used to drop off or pick up students.

PICKING UP YOUR CHILD FROM SCHOOL / LEAVING MESSAGES FOR STUDENTS

If you need to change pick-up plans for your child to get home, you need to contact the school before 2:30 P.M. (2:15 P.M. on Wednesday). The front office becomes very busy and congested at that time and will not be able to make changes in transportation after 2:30 P.M. (2:15 P.M. on Wednesday) as it is difficult to get messages to children at the busiest time of the day. Teachers have been told that they are to send a child home in the way a child most often goes home if they do not have written consent from the parent to send the child another way. We will not take the word of the child in these cases, so please send a written notice to the teacher far in advance of release time.

PSYCHOLOGICAL EXAMS, TESTS, OR TREATMENT

The school will not conduct a psychological examination, test, or treatment without first obtaining the parent's written consent. Parental consent is not necessary when a psychological examination, test, or treatment is 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 policies EHBA (LEGAL), FFE (LEGAL), and FFG (EXHIBIT).]

PHYSICAL ACTIVITY REQUIREMENTS AND RECESS IN THE ELEMENTARY GRADES

- **Physical Education (P.E.):** Students in the elementary grades are required to engage in at least 135 minutes per week of physical activity. All students must participate in PE unless they have a note from a parent concerning a recent injury. Parent notes are good for 3 days. If the child's injury or disability is severe enough that the child is not able to participate in PE for an extended time, a note from the child's physician must be presented to the activity teacher and to the school nurse. The physician's note should explain the nature of the injury or disability, and how long the child should not participate in physical activity. Any doctor's note that does not have a "return to physical activity" date will be sent back home so the parent can clarify the return date with the child's physician.
- **Recess:** In addition to the physical activity requirements, each classroom is provided with 15 minutes of recess time per school day. If there is inclement weather, the teacher may provide some form of inside recess activity.
- **Physical Fitness Assessment:** Annually, the PE department will conduct a physical fitness assessment of students. At the end of the school year, a parent may submit a written request to the principal to obtain the results the child's physical fitness assessment. For more information please contact the PE teacher, or go to <http://www.fitnessgram.net/faqparents/#q11>.

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

Texas law requires students to recite the Pledge of Allegiance to the United States flag and the Pledge of Allegiance to the Texas flag each school day. Parents may submit a written request to the principal to excuse their child from reciting the pledge. The child will be excused from this law, but must remain in the classroom during this time. A moment of silence will follow recitation of the pledges. The student may choose to reflect, pray, meditate, or engage in any other silent activity so long as the silent activity does not interfere with or distract others. Students may not be excused from the moment of silence (as per state law).

PROHIBITED ITEMS AT SCHOOL (See the Student Code of Conduct)

The following is a list of prohibited items. This list is not comprehensive, but should give parents and students a general idea concerning those items that should not be brought to school.

- Matches or a lighter
- Pepper spray
- Razor blades, box cutters, chains
- Any type of ammunition
- Material that is sexually oriented or shows exposed body parts
- Tobacco products
- Laser pointers
- Knives of any kind or length
- Any and all fireworks, including stink/smoke bombs

RADIOS, CD PLAYERS, CELL PHONES, AND OTHER ELECTRONIC DEVICES AND GAMES

Students are not permitted to possess such items as telecommunications devices with text messaging, pagers, radios, CD/DVD players, recorders, camcorders, cameras, or electronic games/devices at school, unless prior permission has been obtained from the campus principal. Without such permission, teachers will collect the item and turn it in to the office. The principal will determine whether to return the item at the end of the day for the student to take home or whether the parent will be contacted to pick up the item. Any disciplinary action will be in accordance with the Student Code of Conduct. For certain items, such as cell phones, the school may charge for releasing the item. If a parent permits a student to bring a cell phone to school, it must be turned off during the **instructional day** and not be visible.

RELEASE OF STUDENTS FROM SCHOOL

Because class time is important, doctor's appointments should be scheduled, if possible, at times when the student will not miss instructional time. If a student needs to leave school during the day for a doctor's appointment, the child's parent should come to the school and sign the child out on the school sign-out computer. At that time, the receptionist will call for the student to be sent to the office for pick-up. It is not our policy to call for a student to leave their classroom before the parent arrives. It is for this reason that we ask all parents to allow at least 5-10 minutes for the check-out process. A student will not be released from school at times other than at the end of the school day for any other reason except with permission from the principal or designee and according to the campus sign-out procedures. Unless the principal has granted approval because of extenuating circumstances, a student will not regularly be released before the end of the instructional day.

REQUEST FOR TEACHERS

We pride ourselves on the quality of our teachers. Teachers and administrators place students in classrooms each year to ensure equal opportunity for all. Students are placed in classrooms using a process that includes teacher recommendations, as well as recommendations from administration and the counselor. Parents are asked to not make teacher requests. Instead, parents are encouraged to send a letter to the principal stating teacher qualities that they feel may be beneficial for their child's success. Class sizes in 3rd and 4th grades are mandated by the state to be at a 22:1 student/teacher ratio. We expect that all classes in 3rd, 4th and 5th grade will be at the 22:1 ratio, thus reducing the ability to move students from one classroom to another. It is not the policy of Tulosso-Midway Intermediate to move students to another class once the school year begins unless it is determined to be in the student's best interest. This causes a disruption in the learning process.

SEARCHES (See Student Code of Conduct)

TECHNOLOGY ACCEPTABLE USE POLICY

(Distributed as part of the TMISD Code of Conduct.)

Access to the District's electronic communications system is a privilege, not a right. All users shall be required to acknowledge receipt and understanding of all administrative regulations governing use of the system and shall agree in writing to allow monitoring of their use and to comply with such regulations and guidelines. Noncompliance may result in suspension of access or termination of privileges and other disciplinary action consistent with District policies. [See the Student Code of Conduct] Violations of law may result in criminal prosecution as well as disciplinary action by the District.

TEXTBOOKS

State-approved textbooks are provided free of charge for each subject or class. Books must be covered by the student, as directed by the teacher, and treated with care. A student who is issued a damaged book should report the damage to the teacher. Any student failing to return a book issued by the school loses the right to free textbooks until the book is returned or paid for by the parent.

TMPM

After school care is available for a fee for grades 3- 5. Call 903-6550 for more information.

T-M CARE CAMP is available for a fee for grades K-5 during the intersessions. For information call 903-6550.

VISITORS TO THE SCHOOL

Parents and guests are welcome to visit our school. For the safety of those within the school and to avoid disruption of instructional time, all visitors must first report to the office. Visits to individual classrooms during instructional time are permitted only with approval of an administrator and the teacher and as long as the duration or frequency does not interfere with the delivery of instruction or disrupt the normal school environment. All visitors are expected to demonstrate the highest standards of courtesy and conduct; disruptive behavior is not permitted.