

# DEERPARK MIDDLE SCHOOL

## 2009 - 2010

### MOTTO

We Find the Star in *Every* Student

### MISSION

It is the mission of Deerpark Middle School to provide a safe, nurturing, student centered environment which ensures academic success.

### VISION

Deerpark Middle School commits to building and nurturing innovative thinkers, promoting mutual respect and academic excellence through student ownership and community partnerships.

Deerpark Middle School will be a professional learning community characterized by collaborative teams, a focus on achievement and a passion for learning.

*It is our sincere pleasure to welcome you to Deerpark Middle School.  
We look forward to getting to know you as we work together to  
maintain a safe positive and nurturing environment  
for your child.*

# DEERPARK MIDDLE SCHOOL

8849 Anderson Mill Road  
Austin, Texas 78729  
(512) 464-6600  
Fax: (512) 464-6740  
Web Site: [www.roundrockisd.org](http://www.roundrockisd.org)

*"We Find the Star in EVERY Student"*

## GENERAL INFORMATION

### People to know:

|                                |   |
|--------------------------------|---|
| Sonya Hayes (464-6606)         | Principal   |
| Lynn Smith (464-6607)          | Assistant Principal 6 <sup>th</sup> , 8 <sup>th</sup> A-K |
| Steven Teter (464-6603)        | Assistant Principal 7 <sup>th</sup> , 8 <sup>th</sup> L-Z |
| Jennifer Pugh (464-6609)       | Counselor-6 <sup>th</sup> grade                           |
| Laura Cathcart (464-6611)      | Counselor-7 <sup>th</sup> grade                           |
| Jennifer Lyon(464-6610)        | Counselor-8 <sup>th</sup> grade                           |
| Anne-Marie Blackmon (464-6614) | Nurse   |
| Amy Lott (464-6620)            | Librarian   |
| Kathy Loftus (464-6659)        | ARD Facilitator   |
| Betsy Bliss (464-6613)         | Registrar   |
| Denise Bottoms (464-6605)      | Attendance  |
| Donna Dusek (464-6601)         | Principal's Administrative Associate                      |
| Jeanne Gonzalez (464-6602)     | Assistant Principals' Administrative Assistant            |
| Linda Prokaski (464-6600)      | Receptionist  |
| Teri Alcocer (464-6658)        | Cafeteria Manager   |

### School Hours for Students

8:20 a.m. - 3:30 p.m.

### School Hours for Office

7:30 a.m. - 4:30 p.m. M – Th, 7:30 – 4:00 Friday

### School Mascot

Ranger

### School Colors

Red and Black

### School Phone Number

464-6600

### Bus Information

**RRISD Webpage – [www.roundrockisd.org](http://www.roundrockisd.org)**

**Click on Student/Parent tab**

**Scroll down: School & Bus Locator**

## ASSIGNMENT PLANNERS

All Deerpark students are encouraged to use a daily assignment planner. Assignment planners are an excellent tool to organize and remember assignments, classroom projects, and tests. Additionally, the planner notebooks can be a powerful communication tool between parents and teachers. Specially designed Deerpark assignment planners will be for sale to students for \$5.00 in the school office.

## ATTENDANCE

It is expected that all students attend school daily; however, in the event of an illness, emergency or appointment during the school day, the following procedures should be observed:

1. For an absence, please call the school attendance office at 464-6605 immediately after 7:45 a.m. to report the absence. Upon return, please have your child bring a note to the attendance window (sliding window) indicating the reason for the absence.
2. If a student needs to leave for an appointment during the school day, please send a note stating the time the student needs to be dismissed from class. Students should present the note to the attendance office at 8:15 a.m. where the student will be given a class dismissal pass. Students will report to the front office to meet their parent/guardian at the time designated on the note. **A PARENT/GUARDIAN MUST SIGN THE STUDENT OUT AT THE MAIN OFFICE BEFORE LEAVING THE BUILDING.**
3. While the above procedures are designed to ease the checkout process, the office staff strongly recommends that parents avoid the afternoon “rush hour” when scheduling appointments. During the last 15 minutes of any school day, traffic around the school starts to build up with the congestion of arriving buses and personal vehicles competing for parking spaces and road access. In the office, last minute arrangements also often infringe on the ability of office staff to send student summons messages to classrooms. We appreciate your cooperation during the end of day “rush hour.” **(Please, if at all possible, DO NOT schedule appointments during TAKS testing.)**
4. If you need to get a message to your child during the school day, please give all messages to the front office prior to your child’s lunchtime. We will make every attempt to deliver messages during your child’s lunchtime. In order to preserve your child’s learning, instructional time will not be interrupted for messages.

The first school bell rings at 8:15 a.m., and the instructional day begins promptly at 8:20 a.m. Students will have 5 minutes to get to their first class and 4 minutes between all other class periods. Having all students in class on time increases valuable learning time for our students and your help is both needed and appreciated. The Deerpark faculty and staff are strongly committed

to providing each and every student the best education possible. With that in mind, we ask your commitment in ensuring that your son/daughter is at school in his/her classroom on time each day and every class period. Tardiness to class can result in both academic and disciplinary consequences.

The Deerpark tardy policy is enforced on a per semester basis with the following disciplinary consequences:

|             |                                     |
|-------------|-------------------------------------|
| 5th Tardy   | Teacher or Team /Student Conference |
| 10th Tardy* | Referral to Office                  |

10 or more tardies are considered excessive and may result in loss of locker privileges and/or passing periods.

\*Any student who accumulates 10 or more tardies prior to any school dance will be ineligible to attend the next dance.

In addition to the tardy policy, Deerpark administration may hold a “lock-out” or “tardy freeze” to reinforce the importance of prompt attendance.

Thank you for your assistance in addressing this very important life skill. We value your partnership with us and your efforts in helping us promote the importance of school and learning.

## **BACKPACKS / BOOK BAGS**

Backpacks / book bags may be used to transport necessary school items to and from school but may not be taken from class to class. Backpacks / book bags must be stored in a school locker during the school day.

Note: **No backpacks / book bags are allowed on the last day(s) of school.**

## **CAFETERIA**

Both breakfast and lunch are served daily. Breakfast begins at 8:00 at a cost of \$1.35. Lunch is served from 11:00 a.m. to 1:30 p.m. at a cost of \$2.30 for students and \$2.75 for adults. Cafeteria procedures and rules will be discussed with all students, and failure to follow these policies may result in lunch detention or administrative disciplinary consequences. Families may qualify for free/reduced lunches by filling out the required form in the first day packet or in the cafeteria manager’s office.

### **Meal Accounts:**

Students have an account in the cafeteria that they access by scanning their student identification card. Money may be added to their account on the first day of the school week. Once the money is added to the account, the student may not withdraw money unless they transfer from school or it is the last day of school. Students will not be able to make change or loans in the office.

**Students may not “charge” their lunch.** Cheese sandwiches with milk will be available for

those who have forgotten their lunch or lunch money. Parents can also access their student's lunch account through the RRISD website.

Should you have any questions or concerns regarding cafeteria services, contact Teri Alcocer, our cafeteria manager, at 464-6658.

## CLUBS/ORGANIZATIONS

There are numerous opportunities for students to participate in clubs and organizations throughout the school year. All students are eligible to become a member of a club and/or organization if they meet the criteria as specified by that club/organization. For a list of available clubs, please visit our webpage under the "Clubs-at-a-Glance" link. Club meeting dates and times are announced days in advance during announcements. More information will be given to students along with phone numbers of the sponsors if you should have further questions. Cheerleading is available to all students entering into 8<sup>th</sup> grade. Information on eligibility criteria will be shared second semester of their 7<sup>th</sup> grade year. Clubs typically do not begin until mid- September.

## COMMUNICATION

Communication between school and home is essential. In an effort to insure that written communication from us will be received by you, we will make every attempt to send all written information home on the same day of the week. (This information will include report cards, interim progress reports, newsletters, important notices, etc.) Please ask your son and/or daughter every Thursday evening if they received any information that should be shared with you. General information such as permission slips, invitations to school-wide events, etc. is also available to be downloaded from our webpage under the link "Backpack".

**Please join the Deerpark e-news. We also send a copy of all information home via email. The Principal's newsletters are sent via email. To register for e-news, please go to the following website <http://www.roundrockisd.org/home/index.asp?page=124>**

It is our hope that as you and our students become familiar with this routine, you will be more aware of the events at Deerpark and feel more connected with your child's middle school. (NOTE: If Thursday is a school holiday, information will be sent home on the first day back following the Thursday holiday.)

## DANCES

Throughout the school year, dances will be held. The first dance, which occurs generally in September or early October, is a little different than the others. The dance for sixth grade students will be held immediately after school, and students will wear the clothes they wore to school that day. That dance will be from 3:45 to 5:30. Immediately following will be the dance for 7<sup>th</sup> and 8<sup>th</sup> grade students that will be held from 6:30-8:30.

All other dances are held on Friday evenings from 6:30-8:30. Doors will close at 7:00. Any student remaining at school after 8:45 will be prohibited from attending future dances. **Dress**

**will be Sunday dress, good jeans or dresses, skirts of appropriate length, etc. No shorts, hats, or backpacks will be allowed.** Any student not able or willing to follow dance rules will be asked to leave and may not attend future dances. Dance tickets will be sold in the cafeteria on the Wednesday, Thursday, and Friday before the dance and are \$5.00 per student. Tickets may also be purchased at the door.

Dance Dates:

|              |                            |
|--------------|----------------------------|
| Pride Dance  | September 18 <sup>th</sup> |
| Fall         | November 6 <sup>th</sup>   |
| Winter       | December 11 <sup>th</sup>  |
| Valentine    | February 10 <sup>th</sup>  |
| Eighth Grade | May 21 <sup>st</sup>       |

Eligibility Requirements

- Must be a Deerpark student
- Must be passing all classes
- Must adhere to the RRISD dress code
- Must not have received a discipline referral during a two week period preceding and including the day of the dance
- May not be in ISS on the day of the dance
- Must be at school on the day of the dance
- Must not have 10 or more tardies prior to any dance
- Must have ID card to enter dance- Students will be sent home with no ID cards

## **DISCIPLINE**

It is our goal to provide a safe, positive and nurturing learning environment for all students at Deerpark Middle School. To this end, the faculty, staff, students, and parents of our community have established high expectations for all students regarding commitment to academic progress and appropriate school behaviors. If your student chooses not to meet the school behavior guidelines and policies, he/she will be subject to disciplinary action. These actions include administrative after school detention(s), in-school suspension, Saturday school, out of school suspension, and removal to the RRISD disciplinary alternative education program.

A safe and orderly campus is the responsibility of everyone. We greatly depend on our student body and community to help us in being aware of potential violations of school behaviors. Our goal is to prevent and intervene before an incident occurs. The below system was developed with the input of parents and students to help us in achieving our goal.

Should a student feel as though someone is violating our school behaviors, they may make a report by doing one of the following:

- Tell a teacher;
- Report the incident to the student's AP;
- Report the incident to the student's counselor.

Should your child come home and tell you of an incident that you would like to bring to the attention of administration, you may make a report by doing one of the following:

- Call an assistant principal at one of the numbers listed on the first page of this handbook;
- Complete an incident report form that is available on our webpage under the link “Backpack” and email it to an assistant principal.

General information:

- Not all incident reports will result in parent notification. Many middle school behaviors are resolved through discussion and problem-solving.
- Administration will call parents should the incident involve physical contact.
- Administration visits with grade level teams at the beginning of the year to discuss appropriate behavior and how to make a report.
- An incident report form is NOT a disciplinary form. A disciplinary form can only be completed by a staff member.

Along with this information, your first day packet should include a web site address to access the Student-Parent Handbook and Student Code of Conduct. This handbook provides important information regarding school rules and procedures developed by RRISD to provide the best learning environment for each student.

### **No Place For Hate**

Deerpark Middle School has been declared a No place For Hate campus and proudly displays this banner. As part of this initiative, students are encouraged to fill out a Student Bystander Report if they are concerned or witness any behavior that does not respect another person. These reports can be obtained from the counseling office or from any teacher. They are then turned into the counseling office and will be investigated.

## **ELECTRONIC DEVICES**

### **Cell Phones**

Students may bring cell phones to school, but they must remain in their lockers or out of sight at all times and may not be used during school hours. Electronic devices may not be act activated, visible, or used during the school day without principal permission.

### **Electronic Devices**

Electronic devices include digital cameras, IPODs, MP3 players, and gaming devices. All electronic devices brought to school are the sole responsibility of the student and parents/guardians. Teachers and administrators will confiscate any electronic device activated, visible or used during the school day.

Students may pick up the devices after school and a \$15.00 administrative fee will be charged for cell phones.

If instruction is interrupted or if a student is using a cell phone/ electronic device during class, disciplinary consequences will be assigned.

Deerpark may allows MP3 use in the cafeteria and/or classrooms with principal/teacher permission.

**No gaming devices will be allowed to be used at school.  
The school is not responsible for confiscated, lost, or stolen items.**

## **DRESS CODE**

There is a close relationship between high standards of dignity and pride and proper grooming; therefore, Deerpark Middle School adheres to the dress code found in the Student Code of Conduct. Dress code violations may result in disciplinary consequences. PLEASE BUY SCHOOL CLOTHING WITH CARE. Modesty will be the dominant feature in all clothes. Routine dress code checks will be conducted regularly throughout the school year, and students will be expected to be in compliance. The length of shorts is a particular concern and will be monitored. Students will be asked to call home for a change of clothing if they are in violation of the dress code. Students will stay in ISS (In School Suspension) until they are in dress code.

## **GRADING**

|              |              |
|--------------|--------------|
| 90 – 100 = A | 70 – 74 = D  |
| 80 – 89 = B  | Below 70 = F |
| 75 – 79 = C  |              |

### Interim Progress Reports

ALL students will receive an interim progress report after three weeks of a grading period. The exact grade will be reflected on the IPR which gives the parent and student(s) an account of their academic progress in every subject at the end of the third instructional week.

If a student's grades or behavior drops severely, parents will be notified via email, note home and/or phone call. Parents should never learn that their child did not pass or had a difficulty (either academic or behavior) when they receive their child's report card.

### Return Procedures for IPRs and Report Cards

- Day One: Due Date No Consequences. Reminder is given to bring copy back signed.
- Day Two: Warning that detention will be assigned the next day.
- Day Three: If a student doesn't return the signed copy, a 15 minute detention will be written that doesn't have to be served if the signed copy is returned the next day with the signed detention slip. Parent is called on day three.

Please return reports in a timely manner.

### Grade Requirements

We encourage students to participate in extra-curricular and school-sponsored activities. Hand in hand with that participation is classroom performance. For all extra curricular activities, classroom performance requirements are strictly enforced. Clubs such as Student Council and NJHS may have additional standards enforced for their members.

Students must be passing in all subjects to participate in extra-curricular and school-sponsored activities. Grades are checked each six weeks on report cards and at the three week IPR. A student that is failing at report card time becomes ineligible until the three week IPR or report card has passing grades in all subjects.

## **DEERPARK ID CARDS**

Students are required to wear their Deerpark ID cards or have them visible throughout the day. One ID card is given to each student at the beginning of the school year. Students may buy a replacement ID card in the library for \$5.00. Arrangements must be made with the librarian in advance to request a new ID. ID's are required for library books, lunch line ( those with ID's will go through the line first), and entrance into dances and every school related function.

## **LOCKERS**

**Students may access lockers before school, before and after lunch, and after school only.**  
(Special consideration will be given for students in P.E./Athletics)

All students will be assigned a locker with a built in combination lock. Combinations will be given to the students at the beginning of the school year. Lockers should be kept locked at all times, and locker "setting" is not permitted. Students are not to share lockers with another student at any time. Any locker problems, combination problems, or other locker related concerns should be shared with the student's teacher. The teacher will give the student a locker problem form to take to the office. Tape, glue, or writing of any kind will not be allowed on lockers. **Outside locker decorations are not allowed, with the exception of school sponsored spirit items approved by the administration.** Lockers are the property of Round Rock ISD and loaned to students for use. **Failure to follow all locker procedures may result in loss of locker privileges.** Authorized personnel have access to lockers at any time.

Note: Students should take home all personal possessions from their lockers on the appointed clean out day before the last day of the school year. **Students will not have access to their lockers on the last day(s) of school.**

## **NURSE**

Students may see the school nurse for illness or an injury received at school. Students must have a pass from their teacher, and may not go to the nurse between classes unless it is an emergency (i.e., difficulty to breathe or profuse bleeding). **Students with a fever of 100 degrees or more are not allowed in school. Additionally, students must be free of fever for 24 hours before returning to school.**

### **Medical Needs:**

Please notify the nurse as soon as possible if your child has a medical need, such as diabetes, seizure disorder, heart or kidney problems, or severe allergic reactions.

We typically have a very large number of students coming to the clinic. We would like to enlist your help in preventing this from becoming a problem. Certainly we want to see the children to which we can be of some service, but if many come who only want a break from class, it will make it very difficult to devote adequate time to those students really in need of our help. We have listed some suggestions of things for which we can and for which we cannot be of service. We think that if you will share these guidelines with your child, we will be able to provide better health care for the students.

### **EXAMPLES OF WHAT TO SEND TO THE CLINIC**

- Any rash
- Red eyes
- Itching scalp-possible lice
- Specific complaint of headache, stomach, dizziness, etc.
- Flushed cheeks, warm skin-possible fever
- Any fall which could have caused injury
- Bleeding cuts or open wounds requiring a bandage

### **EXAMPLES OF WHAT NOT TO SEND TO THE CLINIC**

- Paper cuts and old scratches
- Scabbed over abrasions
- Splinters-we cannot remove them
- Aspirin requests-we can only provide a student with medicine that the child has on file in the clinic with proper documentation
- Sleepy, fatigue-we do not have facilities to let children sleep
- Sewing-clinic personnel do not repair torn clothing

We hope that these guidelines will be of help to you. Of course, this is only a guide and please feel free to discuss any special problems with clinic personnel.

#### **Immunizations:**

Please see the nurse for questions regarding your student's immunizations.

#### **Medicine Policy:**

**Students are not allowed to carry medications on campus AT ANY TIME. Parents should bring** all medications to the nurse's office in their original containers at the first school bell. All medications must be accompanied by a written parent permission note and instructions for school administration of the medicine. Asthma inhalers must have doctor documentation and parent permission for a student to self medicate.

## **STUDENT DROP-OFF/PICK-UP PROCEDURES**

#### **Morning Drop-off:**

The school building opens at 7:45 a.m. Students may await the 8:15 a.m. bell in the cafeteria, in front of the school, or under the bus canopy. The library opens at 7:50 a.m. for a limited number of students each morning. **Note: Each Wednesday morning all faculty members are**

**involved in meetings, therefore students are not allowed in the building except the cafeteria.**

**Morning Tutoring:**

All teachers will offer a morning tutoring time one day during the week. Students may enter the building for tutoring but must have a pass from the teacher they are seeing or a note from parents. **Parents can always write a note for students to attend tutoring.**

**Car Riders:**

Car riders should be dropped off in front of the school (north entrance) and students may walk to the cafeteria entrance. Bus riders will be dropped off in front of the cafeteria (east entrance). For safety reasons, **students should not be dropped off in front of the portables.** Car drivers should adhere to the following procedures to ensure the safety of all students:

1. Remain in a single line along the curb beside the front (north entrance) of the building. Attempting to form a second/outside lane of cars will require children to walk between vehicles and create a safety hazard. If you are needing to enter the building, please park in a designated parking area.
2. After you have dropped off or picked up your child, please exit through the driveway slowly and carefully, exiting onto Turtle Rock rather than through the bus loading area.

**Bike Riders:**

If your child rides a bike to school, please remind him/her to walk their bike across the street WITH A CROSSING GUARD. STUDENTS MAY NOT CROSS IN THE MIDDLE OF ANDERSON MILL ROAD. Bikes may not be ridden in the school parking lot or on campus sidewalks.

**Students may use chain locks to secure their bike to the bike rack. U-Locks are not permitted.**

**Roller blades, Skateboards, Scooters, and Roller skates:** District policy prohibits any roller blades, skateboards, scooters, and/or roller skates on any RRISD campus. Please do not allow your student to bring them to school for any reason. If your child is a member of the skateboarding club, they may bring their skateboard ONLY on club meeting days. These boards must be kept in the club advisors room.

## **OPEN HOUSES**

You are invited to attend Deerpark Open House on:

Thursday, September 10, 2009

6:00 p.m.-PTA General Meeting (cafeteria)  
6:30- 8:30 p.m.-Report to student's first period  
(schedules will be available if needed), Follow your  
student's schedule – 10 minute classes.

Please join us for the opportunity to support our outstanding PTA as well as meet your child's teachers. (Please note that this event does not provide adequate time to conference with your child's teachers. Teachers must be back bright and early the next morning to greet our children!)

## **SCHOOL PICTURES**

**Individual school pictures will be taken during the regular school day on September 17, 2009. Information will be sent home with your child as soon as it is made available by the photographer.**

# Ranger Notes Signature Page

|                       |        |
|-----------------------|--------|
| Print Student's Name: | Grade: |
|-----------------------|--------|

|                    |       |
|--------------------|-------|
| Student Signature: | Date: |
|--------------------|-------|

This is to verify that I have received a copy of the Ranger Notes. I understand that I will be held accountable for the contents of this booklet.

|                            |       |
|----------------------------|-------|
| Parent/Guardian Signature: | Date: |
|----------------------------|-------|

As a parent/guardian of the above named student, I understand that the Ranger Notes contains specific information, policies, and guidelines about Deerpark that are important for me to discuss with my son/daughter. I understand that my child and I will be held accountable for the contents of this booklet.