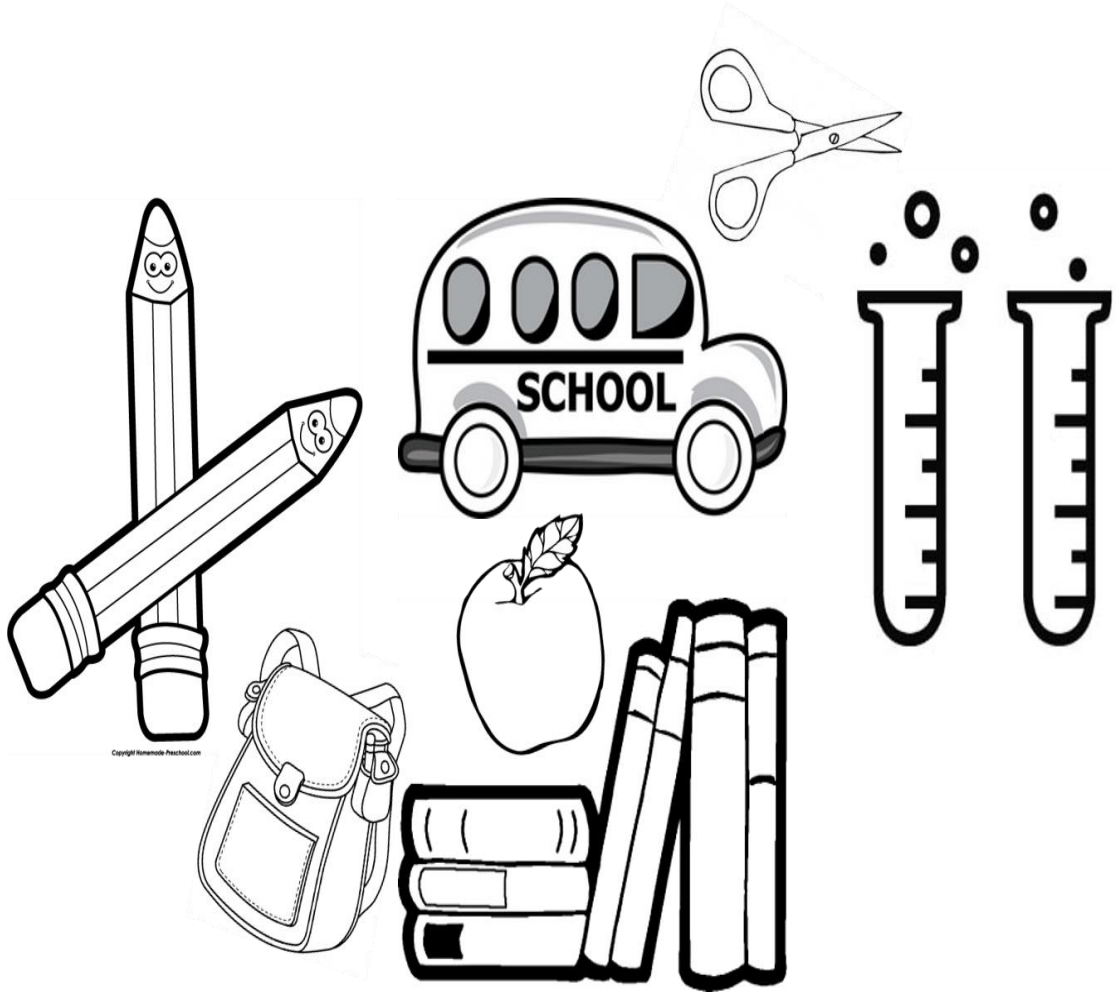
Price T. Young Middle School

Student Handbook
2016-2017



PRICE T. YOUNG
MIDDLE SCHOOL HANDBOOK
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Welcome to Price T. Young Middle School

To the Student:
Price T. Young Middle School is YOUR school. The faculty and staff want your time here to be the best we can provide. If you have any questions after reading this handbook, just ask and we will try to answer them to the best of our ability. Please ask your parents to read this handbook with you.

To the Parent:
The faculty and staff at Price T. Young are dedicated to providing your child with the best educational opportunity possible. We want you to be involved with your child's education. Middle school is an important link between your child's formative years and their secondary education. **Please remember that your child *is* still a child and your involvement is critical.**

We want you to feel comfortable coming to your child's teachers, counselor and administrators with any questions or comments that might arise during the year. Please get to know your child's teachers. This is a very important part in helping your child succeed. We know that if the school and parents work together, your child will succeed.

Darnisha Carreathers, Principal

Frances Paschá Moore, Assistant Principal

Lula Waskom, Counselor

Natalie Carlile, Secretary

School Mascot: Panthers

School Colors: Blue and Yellow

School Phone Number: (903) 927-8850

School Hours: Tardy Bell 7:55 AM

Dismissal Bell 3:35 PM

Student's Responsibility:
Students attending any school-related functions (during the school day or after-school) are under the direction of the faculty and administration employed by MISD. When any employee gives students instructions, directives, or counsel, the student is expected to respond courteously.

GENERAL GUIDELINES

Withdrawal Procedures:
To withdraw from Price T. Young a student should:

1. Have parent or guardian go to Central Administration Office and provide a written statement concerning the withdrawal.
2. Have all charges cleared in the cafeteria.
3. Have all fines cleared in the library and any lost textbooks paid for.
4. Bring textbooks, clearance slips, and withdrawal to the secretary.

Change of Address:
Students who change their home address and/or telephone number should report this information to the school office. Students whose parents or legal guardians change employment should also notify the school office of the new emergency telephone and address.

Absences:
State law prohibits a student from being given credit for a class unless the student is in attendance for at least 90% of the days that the class is offered.
The school principal shall recommend for disciplinary action a student who has accrued more than the allowable days of unexcused absences-nine (9) per semester. Disciplinary action may include the student's loss of credit for the class, required summer school, court referral or other appropriate measures. Home-based instruction or suspension may not be used for truancy or excessive absences.

Arrival: Do not drop off your child prior to 7:15 AM. There are no duty personnel to monitor your child prior to that time and you will be putting his/her safety at risk. MISD/Price T. Young personnel will not be held responsible for any child left unattended prior to 7:15 AM.

- Students are not allowed in the building prior to 7:15 AM. In case of extreme cold or rain, students will be directed to their appropriate places by duty personnel.

- 5th and 6th graders will be allowed to enter the building at 7:15 AM and report directly to the cafeteria.

Late Arrivals:
Arriving on time to school is very important. The first bell rings at 7:50 AM and the tardy bell rings at 7:55 AM. Being on time is necessary for the success of your child in education. Your child misses out on important instruction in his/her class when they arrive late. If problems arise getting your child to school, please know that bus transportation may be arranged and the MISD transportation department can be contacted at 903- 927-8753. We monitor late arrivals and ask that you come in with your child to the office and sign in or send a note. Your child will then be given a tardy pass to enter the class. Discipline procedures consist of a warning, parent call, and then lunch detention.

Dismissal:

After School Bus and Car Rules:

For the safety of all students, please adhere to the following rules. Remember when the 3:35 PM bell rings, Price T. Young is responsible for the safe departure of almost 400 students, thus making the following rules of the utmost importance.

Car Riders:

1. Upon 3:35 PM dismissal, go directly to the East door only and exit the building. IF needed, you may go to the restroom, but do not linger in this area. Once you have left this area, then go directly to the East door and exit the building, using the sidewalk to go Sanford Street.
2. ALL car riders will wait on the sidewalks that run beside the flagpole. WATCH for your ride. Do not play in front of the building, or re-enter the building. Students are not to stand next to the curb.
3. No students will be allowed to wait on the south side of the building.
4. Car drivers shall not use the bus circle to drop off or pick up students. The buses are on a tight schedule and should not have to wait.
5. Students still waiting for their ride at 3:50 PM, will be escorted to the foyer inside the office.
6. All students being picked up by a car are expected to be picked up prior to 3:50 PM. If any student remains past 3:50 PM on more than 3 occasions, parents/guardians will be expected to make arrangements with the Transportation Department for that student to become a bus rider.

Regular Bus Riders:

1. Upon 3:35 PM dismissal, go to the gym with something to work on or read, and sit in your bus row. No talking is permitted, as this is a study time.
2. If needed, go to the restroom BEFORE going to the gym, but do not linger in this area.
3. All students reporting to the gym are expected to be there by 3:35 PM.
4. The time waiting in the gym for the buses will be used to read (AR), do homework or study. If a student has a question, he may raise his hand and a teacher will assist him. This time will be used as a study hall.
5. As buses arrive, students will be given time to pack up their things, stand, check
   their area and then be escorted to bus pick up.

"Early" Bus Riders

1. No student will be dismissed from class prior to the 3:30 PM bell.
2. If a student's bus is at Price T. Young at 3:30 PM, that student will not have time at 3:30 PM to go to the restroom, so organization and preplanning are very important.
3. Early bus riders should walk from the building, into the gym and out the back gym door to their designated bus.

CAR RIDERS: Rides should line up along Sanford Street. All students should be picked up on the school side of the street. Duty-personnel will assist walkers in crossing the street at the crosswalk. In the event of rain, please note that we will be directing the students to wait in the halls and to exit the front entrances of the school.

BUS RIDERS: Students will only be allowed to ride a different bus other than the one assigned to them if their parent has called transportation and the bus driver has given permission. In addition, the parent should call the school or send a note stating the arrangements that have been made. The transportation number is 903- 927-8753. The school is not permitted to give permission for a child to ride a different bus.

Tardies:
Tardies without an acceptable excuse may result in disciplinary action. When a student is tardy, the student will have to obtain a tardy pass from the office. After the third tardy, students will be assigned lunch detention for each additional tardy. Students who are outside of the classroom when the tardy bell rings will be counted as tardy. Parents, please encourage your child to manage their time responsibly.

Bringing "Things" to School:
Any toys or gadgets which have no bearing on school work or have no place on school grounds are prohibited. Any item of this kind, including, but not limited to laser pens, yoyos, trading cards, etc., will be confiscated. Any electronics, whether games, communication devices, etc., will also be confiscated and become the property of MISD. A $15 fee will be charged for return. Cell phones are allowed on the property, but may not be used prior to 3:35 PM. They must be turned off and placed out of sight from the time the student arrives on campus until after the child has left the building at 3:35 PM.

Telephone:
School telephones are for school business only. Students will be granted permission to use the phone only in cases of emergency or school business as deemed appropriate by office staff.

Visitors:
Parents and other visitors are welcome at Price T. Young. **All** visitors must enter through the doors by the office, sign in and receive a Visitors Badge. All visitors will be asked for their driver's license to be screened though a district approved system which helps PTY remain a safe school. Visits to individual classrooms during instructional time shall not be permitted without the principal's prior approval. Parents are encouraged to call ahead for an appointment. The school number is 903-927-8850. The main doors will be locked at 3:00 PM and no visitors will be allowed after this time.

Permission to Leave Campus:
NO STUDENT MAY LEAVE CAMPUS WITHOUT PERMISSION THROUGH THE OFFICE. A parental request to the office is required for a student to leave campus during the school day. Any student who leaves campus without permission is truant. No student will be allowed to walk home without permission from parent/guardian. Doing so without permission will result in disciplinary consequences. Only a person listed on the PTY Transportation Form in the office will be allowed to check a student out.

Checking Students Out Early:
Only the parents/guardians of the students and the people listed on their PTY Transportation Form will be allowed to check out a student. You must call before 2:45 PM if you will be checking your student out early. The main doors will be locked at 3:00 PM and no student will be checked out after 3:00 PM.

Hazardous Weather:
Should it become necessary for the school district to dismiss school due to weather conditions or other reasons, information regarding dismissal of school will be broadcast over KCUL AM 1410, KMHT 103.9 and KCUL FM 92.3 radio stations.

Textbooks:
Textbooks are furnished for use in courses of study. By state law, the books should be kept covered at all times. The student is responsible for the payment of damage or loss of the textbooks if it happens at school or at home.

Homework Policy:
Homework serves an important purpose in your school life. It is your responsibility to do your homework and turn it in to your teacher. Homework will count as part of your nine (9) weeks grade. Each teacher will advise you to his/her policy on homework.

Grades:
Grading periods consist of nine (9) weeks. At the end of each 9 weeks period, a report card will be sent home. If in any subject a student receives a grade equal to or less than 70, the parent is encouraged to contact the teacher involved for a conference. Progress reports will be sent home every four (4) weeks with students for parent signatures.

Personal 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, or substance abuse. The counselor may also make available information about community resources to address these concerns. A student who wishes to meet with the counselor should speak to their teacher, the counselor, or office personnel.

Please Note: The school will not conduct a psychological examination, test, or treatment without first obtaining the parent's written consent, unless required by state or federal law for special education purposes.

Inside the Building:

1. Walk on the right side of the hall.
2. Quiet, low voices should be used at all times.
3. No running inside the building.
4. No horseplay, pushing, playing, etc...
5. Always keep your hands to yourself.
6. No caps will be worn inside the building.

Students are not allowed in the hall during class time unless they have a hall pass that was issued to them by the school/teacher.

Backpacks:

Backpacks will be allowed to be taken in the classrooms or in a location designated by their teacher. **BACKPACKS MUST BE STANDARD SIZE.** Roller backpacks are not allowed.

The Cafeteria:

BREAKFAST: Students will enter the cafeteria through the east doors beginning at 7:15 AM. Students eating breakfast should go immediately to the cafeteria.

LUNCH: Students at Price T. Young are assigned to one of four (4) lunches ranging in times from 11:00 AM-12:46 PM. Students will enter the cafeteria with their teacher and the teachers will direct the class to the shortest line. Students are not to change lines or move about the cafeteria. Talking should be in a very quiet “inside voice”. Students are to sit at a table and eat quietly. Once a student has finished, he will take his tray to the disposal area and throw away any trash, then return to the same table until dismissed to recess. Students are to remain in designated area for recess.

There will be NO food taken outside after the students have put trays up.

Parents and other guests are welcome to eat lunch with their child. Please sign in at the office upon arrival. Parents/Guardians may only bring food for their own child, based on federal guidelines.

Discipline:
Discipline shall be administered when necessary to protect students, school employees, and to maintain order in the classroom and school. A proper learning environment will be defended. Students shall be treated fairly and consistently. Discipline shall be based on careful assessment of the circumstances of each case. Consideration shall be given to:

A. The seriousness of the offenses.
B. The frequency of the student's misconduct.
C. The student's attitude.
D. The potential effect of the misconduct in the school environment.
E. The student's age and intent of violation.

Appropriate levels of due process will be provided. The Student Behavior Code of Conduct Handbook provides a broad range of behaviors considered misconduct. Those behaviors described are representative examples of misconduct which most frequently cause disruption of the learning process. All acts of misconduct are not listed. Disciplinary action for misconduct is based on the classification of the offense at the discretion of MISD.

All teacher classroom rules and consequences will be implemented and enforced prior to an office referral. Each teacher will have classroom rules and consequences posted in the classroom. Teachers will explain and give examples of their expectations for classroom behavior.

Terroristic threats will be addressed according to district policy. Please note that Price T. Young Middle School takes threats seriously and will take action immediately to ensure student safety. Please refer to Student Code of Conduct Handbook for actions to these offenses.

DISCIPLINE POLICY FOR FIGHTS

Please be advised that Price T. Young Middle School has implemented consequences for fighting that are in accordance to the Marshall Independent School District policies. When a student(s) is involved in a fight, a full investigation will take place to determine the accuracy of the incident and each student will be disciplined appropriately.

Consequences for such behavior will be administered according to district policy and will include one of the following: in-School Suspension, out of school suspension, and/or ticket by police and suspension. Marshall ISD Police will determine whether a ticket is warranted.

Please encourage your child to avoid any confrontations and to always advise adults at our school of any impending disruptive situations. We are here to assist your child in any way we can and hope we will not have to resort to these measures to keep our school and students safe. If you have any questions, please feel free to contact the school at (903) 927-8850.

It is important to know that all of the discipline options will guide the administrators in deciding on the course of action. These options serve to establish a degree of consistency in the disciplinary actions taken. It is imperative to remember that the administrator's professional judgment will always prevail. An attempt to contact the parent will be made when possible. If no parental contact is made, a copy of the actions taken by the administrator will be mailed to the parent or sent home via the student.

Marshall I.S.D. Uniform Dress Guidelines
For Grades PK-8

Marshall I.S.D. is a goal-oriented district with high expectations for all students. Student dress can play an important role in the success of school students and helps with the development of a positive learning environment.

A uniform dress policy may:

- Promote school pride and unity
- Improve student conduct and performance
- Increase self esteem
- Increase school safety
- Decrease peer pressure and competition with regard to clothing, style, and brands
- Decrease gang influence

Clothing:

Marshall ISD, grades PK-8 will be promoting a uniform dress code that will be district specific. The uniform dress policy in grades PK-8 will offer choices but will be limited to:

GIRLS:

1. Skirts, skorts, jumpers, over-alls, or shorts, with the bottom of the hem being no shorter than three inches (dollar bill rule) above the top of the knee (navy blue, khaki, or black)
2. Pants or trousers (navy blue, khaki or black) with belt if appropriate and standard size pockets. (Belts will not be required for students in grades PK-2.)
3. Collared shirt or blouse, tucked in (solid colors of red, white, navy blue or other official school color) oxford style button down shirt, turtle neck, or polo style with long or short sleeves, depending on the weather, with no commercial logos on shirts/blouses
4. Sweaters or sweat shirts with no commercial logos may be worn over the approved shirt—cardigan, pullover, or vest (red, white, or navy blue/not oversized)

BOYS:

1. Pants or trousers (solid colors of navy blue, khaki or black) with belt and standard size pockets— classic style, straight or pleated (belts will not be required for students in grades PK-2)

2. Shorts with belt (navy blue, khaki or black —with bottom of the hem being no shorter than three inches, (dollar bill rule) above the top of the knee. Shorts must be hemmed. (Belts will not be required for students in grades PK-2)
3. Collared shirt, tucked in (solid colors of red, white, navy blue or other official school color) oxford style button down shirt, turtleneck or polo style with long or short sleeves, depending on the weather, with no commercial logos or shirts.
4. Sweaters or sweatshirts may be worn over the approved shirt—cardigan, pullover, or vest (solid red, white, or navy blue/not oversized), with no commercial logos.

Each campus may add a top color that is specific to that particular campus.

Not Allowed: Spandex, sweats pants, wind pants, cargo pants and sagging or oversized apparel

PRICE T. YOUNG MIDDLE SCHOOL CAMUS DRESS CODE POLICIES

Along with the Marshall ISD Dress Code Policy, Price T. Young will follow the additional dress code standards that are in accordance to the district policies. These include, but are not limited to:

No earrings worn by males/Piercings on girls are limited to ears and no "spacer" piercings.
No hoodies
No designs cut into eyebrows
No body art
No symbols, numbers, letters or Mohawks cut into hair
All shorts, skirts, and dresses or jumpers must be no higher than 3" (dollar bill rule) above the knee.
No sagging or undergarments showing
No low cut shirts or blouses
No short blouses or shirts that show bellies
No bandanas
No spandex/tight fitting pants/shorts/skirts
No bike shorts
No clothing with inappropriate sayings/logos
No sleeveless tee shirts/jerseys
No baggy pants/shorts
No jeans with side slits and side laces or rips, tears, worn places
No lace up ties in place of standard front zipper in pants or shorts
No hip-huggers
No pants of any kind cut up the side seams (inside or outside seams) for any reason
No cut off pants for capris or shorts with raw/raveled hems
Any shirt worn under the uniform shirt that can be seen, must be white, red or navy
Absolutely NO CARGO PANTS/SHORTS/SKIRTS/DRESSES
All shoes/tennis shoes and shoe strings must be matching colors on each foot.

*** School administration has the right to determine if ANY clothing might be "gang related" and for the safety of the Price T. Young students, will require student to change to school/district approved clothing.***

COAT AND JACKET POLICY

Price T. Young also follows a jacket dress code for the campus. Any lightweight open-front jackets, vests, or sweaters that are worn in the building or classroom must be as follows:

Solid red, navy, black or white
Waistline length that does not cover pockets
Small logos and/or stripes are allowed
Large designs, names and/or pictures are NOT allowed.
All MUST be OPEN in front.

SHOE WEAR POLICY

Shoes are an important part of the dress code. Price T. Young students will be required to wear socks with all shoes. For the safety of our students, backless or open toed shoes will not be allowed. Shoes must have a back or strap around the heel. High heels are discouraged and any heels over 2" should not be worn to school for safety hazard reasons. No rolling shoes or house shoes allowed.

FREE DRESS DAY PROCEDURES

Free dress day will be determined by the school administration according to school and district policy. Advance notice will be sent to parents prior to any upcoming events. Appropriate dress will be expected on these special event days also. The above list of garments is not to be worn and WILL be adhered to. Any student violating uniform or free dress codes will be disciplined accordingly.

*****NOTE*****

PRICE T. YOUNG MIDDLE SCHOOL RESERVES THE RIGHT TO REVOKE OR CHANGE THE DRESS CODE ACCORDING TO DISTRICT POLICY TO PREVENT CAMPUS DISRUPTIONS.