

CROSBY MIDDLE SCHOOL
STUDENT-PARENT CAMPUS HANDBOOK



2023-2024

Crosby Middle School Administration

281-328-9264

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Kellie Hall, Associate Principal
Saundra Christopher, 6th Grade Assistant Principal
Shannon Summerlin, 6th grade Counselor
Javian Taylor, 7th Grade Assistant Principal
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Joe Cornett, 8th Grade Assistant Principal
Latoshia Munoz, 8th-grade Counselor
Administration: (281) 328-9200
Crosby ISD Transportation: (281) 328-9248

Crosby Middle School

Alma Mater

Hail to Thee, our Crosby Middle School Guide, and guardian thou shalt be through the years, our memories linger Ever trusting, true to thee.
Love and guide us and protect us with thy endless loyalty; Hail to Crosby's Alma Mater, ever true we'll be to thee.

School Mascot

Cougar

School Colors

Red and White

Fight Song

Onward to victory, never give in; Fight to the finish; that's how to win. Only the best, boys, with all your might; For Crosby and Alma Mater Fight, fight, fight, fight!

Onward and upward, Let's all begin
With such a motto, we'll always win. We'll never falter We'll always fight For Crosby's Red and White

Campus Vision

The vision of Crosby Middle School is to grow successful citizens prepared for present and future success anywhere, anytime, and always

2023 - 2024 CROSBY INDEPENDENT SCHOOL DISTRICT

JULY 2023

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AUGUST 2023

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SEPTEMBER 2023

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OCTOBER 2023

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DECEMBER 2023

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JANUARY 2024

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FEBRUARY 2024

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MARCH 2024

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APRIL 2024

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MAY 2024

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JUNE 2024

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Total Days for Teachers: 176

First Day of School for Students: August 7, 2023

Last Day of School for Students: May 30, 2024

1st Semester: 79 days

2nd Semester: 84 days

Total Instructional Days = 163 Days

HOLIDAYS

Independence Day	July 4
Labor Day	September 4
Thanksgiving Break	November 20-24
Winter Break	December 22 - January 4
MLK Day	January 15
Spring Break	March 11-15
Good Friday	March 29
Memorial Day	May 27

STUDENT & TEACHER HOLIDAYS

(Administrative Staff/Work Days)

September 8, 15, 29	January 12, 19, 26
October 6, 13, 27	February 2, 16, 23
November 3, 17	March 8, 22
December 1, 8	April 5

NEW TEACHER ORIENTATION

July 26, 27, 31

STAFF DEVELOPMENT DAYS (No School for Students)

August 1, 2, 3, 4	January 5
September 22	February 9
October 20	March 1
November 10	April 12
December 15	May 31

BAD WEATHER MAKEUP DAYS

February 16, 23

SCHOOLS

PHONE

Crosby Kindergarten Center	281-328-9370
Barrett Elementary School	281-328-9320
Newport Elementary School	281-328-9330
Crosby Elementary School	281-328-9360
Drew Elementary School	281-328-9306
Crosby Middle School	281-328-9264
Crosby High School	281-328-9237

SCHOOL HOURS

Elementary Campuses: 8:00 am - 3:50 pm

Secondary Campuses: 7:10 am - 3:00 pm

KEY

-  Regular Monthly Board Meetings
-  Holiday
-  Holiday for Students & Employees on 187-day contracts
-  Grading Period
-  Staff Development Day
-  New Teacher Orientation
-  Early Release Days



Dear Parents and Resilient Students,

With excitement and anticipation, we extend a warm welcome to the 2023-2024 school year at Crosby Middle School! As we embark on this educational journey, we reaffirm our commitment to teamwork, understanding that the collective efforts of students, parents, teachers, and staff members are the cornerstone of a successful academic year.

At Crosby Middle School, knowledge is nurtured through collaboration, and the bond between home and school is paramount. With this in mind, we present the Crosby Middle School Parent/Student Handbook—a valuable resource that will guide you and your child through the upcoming school year.

Thank you for entrusting us with the privilege of shaping young minds. The future is bright, and the path to excellence begins here. Let's embark on this journey together—a journey of learning, growth, and boundless possibilities.

-Admin Team



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ATTENDANCE POLICIES

ABSENCE

Documentation for the absence/absence must be submitted to the attendance office. The student's name, date of absence, reason for absence, contact number, and parent/guardian signature are requested. Documentation must be brought within three days of the student's return to school.

SIGNING IN

Classes begin at 7:10 a.m. each day. Students must come through the front office and sign in when arriving at school after 7:35 a.m. Students will be considered tardy upon arriving after the first bell. There are no excused tardies to the first period of the day for those students who do not ride the bus. The student's attendance will be recorded as an absence after the first fifteen minutes of the school day or after the first fifteen minutes of any class period. These absences will count against the student on exemptions and the 90% state attendance requirements.

SIGNING OUT

To receive an early dismissal during the school day, a student must present a written request/excuse that includes the student's name, reason for leaving, contact number, and parent/guardian signature to the attendance office. The parents must also telephone the attendance clerk as soon as possible. Students checked out at the end of the day must do so by 2:30 p.m. and on Pep Rally Scheduled days by 2:00 p.m.

EARLY DISMISSAL

A student may only be dismissed early if their parent or guardian presents identification and signs them out with the receptionist. It is imperative to note that for safety reasons, only emergency contacts are authorized to remove them from campus.

PERFECT ATTENDANCE

A student must attend all seven class periods daily to receive a perfect attendance award at the end of the school year. If a student checks out of school before the end of the school day, he/she will be ineligible for the award. Students excused for school business trips can still be eligible for the award.

IN-SCHOOL SUSPENSION

Students assigned in-school suspension and check out during the school day will only receive credit for the day when signed out early if approved by an administrator.

TARDY POLICY

Students will be considered tardy upon arriving after the beginning of the school day at 7:10 AM. A student will be considered tardy to class when the tardy bell rings and he/she is not in the assigned classroom, following the teacher's instructions. The student will be responsible for having a tardy pass to be in the hallway after the tardy bell rings.

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

- 1st – 4th tardy: Warning.
- 5th – 6th tardy: 1 hour after school detention
- 7th – 8th tardy: 2 hours after school detention
- 9th-10th tardy: 3 hours after school
- 11th + tardy: 1 day in school suspension / Parent escort

WITHDRAWING FROM SCHOOL

Parents or guardians of students under 18 must comply with the withdrawal procedures by giving a mandatory notice of three days and completing the withdrawal form. However, students over 18, married, or emancipated minors can withdraw without parental signature. To access the library, students must sign in and out and have an individual pass. Moreover, their sole responsibility is to ensure proper computer usage and know their student number to check out books. Books are checked out for two weeks, and overdue books will incur a fine of \$.05 per day per book, up to a maximum of \$1.00. Please note that quiet behavior is mandatory while using the library facilities, and food and drink are strictly prohibited.

ATHLETIC CODE

ATHLETES AT CROSBY MIDDLE SCHOOL

- Playing fair, respecting officials and opponents, and prioritizing clean play over winning are key.
- Celebrate victories with humility and accept losses with grace. Create a positive environment for all.
- No excuses for losing.

ACADEMIC ELIGIBILITY FOR ATHLETICS

- To participate in athletics, students are expected to remain academically eligible.
- Crosby ISD follows the UIL eligibility calendar available online at [Texas UIL Junior HIGH](#) by requesting it from each campus at the start of the school year.

LOCKER

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

ASSEMBLIES

Students are expected to sit in assigned sections and to observe good manners in assemblies. Those who cause a disturbance or disruption are subject to appropriate disciplinary action. All should follow the following examples of good conduct.

- Enter quickly and quietly and take seats in assigned sections in an orderly manner.
- Give courteous attention to the program.
- Express courtesy and/or approval by polite applause when appropriate.
- Refrain from talking during the entire assembly.
- Sit in an assigned classroom with supervision.
- Assemblies / Pep rallies are a privilege and not a right.

Crosby Middle School Activity Bell Schedule		
Period	Start Time	Stop Time
1st Period	7:10 AM	7:52 AM
2nd Period	7:56 AM	8:38 AM
3rd Period	8:42 AM	9:24 AM
4th Period	9:28 AM	10:10 AM
6th Period	10:14 AM	10:56 AM
5th Period	11:00 AM	1:07 PM
Lunch A	11:00 AM	11:30 AM
Lunch B	11:34 AM	12:04 PM
Lunch C	12:08 PM	12:38 PM
Lunch D	12:42 PM	1:12 PM
7th Period	1:16 PM	1:58 PM
Program Period	2:00 PM	3:00 PM

AFTER-SCHOOL HOURS

If students are on campus after school for official business, such as tutorials, club activities, or athletic events, they **MUST** be supervised by a CMS staff member. Students waiting for a ride must remain outside the building, barring dangerous, inclement weather. For safety reasons, students who do not have official business on campus must be off school property by 3:10 PM.

AFTER-SCHOOL DETENTION 3:00 PM – 4:00 PM

- Students who commit minor classroom infractions may be assigned a teacher detention, which must be served before or after school with that teacher.
- If a student misses' detention without prior arrangements, they will receive a referral to the grade level office for a minimum of one-hour detention.
- Multiple missed detentions with the same teacher will result in a two-hour detention, which, if missed, may lead to an ISS assignment.

AFTER SCHOOL BEHAVIOR EXPECTATIONS

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

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

TUTORIAL PROGRAM

- Crosby Middle School provides tutorial sessions on Mondays and Wednesdays from 3:00 to 4:00 p.m.
- Any extracurricular practices during tutorial time require prior approval from the principal or their representative. Attending tutorials is optional, but we highly recommend that all students take advantage of this program.
- After the session, the student must arrange their transportation.

SCHOOL EVENTS

- School rules apply to all social events before, during, or after school.
- Any disciplinary infraction within 300- feet of district property can and will be addressed.
- A student leaving before the event's official end will not be readmitted.

SCHOOL SOCIAL FUNCTIONS/ 8TH GRADE SOCIAL RULES

- Attendees must be enrolled at Crosby Middle School.
- Church clothes or Sunday best attire is acceptable. No formal/semi-formal attire for boys or girls. Inappropriate attire will not be admitted.
- The use of a limousine or party bus is not allowed.
- Students will only be released to their parents/guardians.
- Mr. & Ms. CMS will be announced.
- All students must register their guests and themselves when tickets are purchased.
- Once a student registers and enters the dance, he/she will not be permitted to leave and return for any reason.

STUDENTS MAY NOT ATTEND SCHOOL-WIDE SOCIAL EVENTS:

- He/she is assigned in-school suspension, out-of-school suspension, alternative school, or receives a citation during the semester of the event.
- If a student purchases a ticket and his/her behavior warrants an ISS/OSS/DAEP, he/she forfeits the ticket cost. No refund will be made.

- He/she cannot make transportation arrangements for timely pickup.
- Transportation either to or from the event will not be provided.
- He/she has any outstanding debts.
- He/she checks out early on the day of the dance.

EXTRACURRICULAR ACTIVITIES

- Extracurricular activities are a privilege and not a right. Student conduct, both inside and outside of school hours, can result in suspension from or removal from any and/or all extracurricular activities at the discretion of the coach, sponsor, and/or administrator.
- If a student could not participate in class and lost instructional time due to behavior issues resulting in ISS or OSS placement, then by the same logic, the same restrictions will be placed on extra-curricular activities on the day(s) assigned.

SPORTING EVENTS

Spectators and audience members are expected to display positive and supportive behavior toward the home and away teams. Game officials, administrators, campus officials, and/or law enforcement officials can remove any spectator at their discretion.

CAFETERIA ETIQUETTE AND GUIDELINES

To ensure a respectful and orderly dining experience, students are expected to observe the following guidelines:

LUNCH AND BREAKFAST EXPECTATIONS

- **Line Formation:** Maintain a proper line formation without reserving spots or allowing others to cut ahead.
- **Conversations:** While talking and socializing with friends is permitted, shouting, or engaging in disruptive behavior should be avoided.
- **Table Cleanliness:** Clear trays and papers from tables, either by the student who used them or by the last student to leave the table.
- **Assigned Seating:** Sit at your designated tables unless granted permission by a cafeteria monitor.
- **Compliance with Procedures:** Adhere to the directions provided by administrators during lunch announcements to ensure a safe environment.
- **Restroom Usage:** Restrooms can be accessed during lunch with permission from cafeteria monitors.
- **Personal Devices:** Proper use of personal devices (e.g., cell phones, air pods) is allowed, but recording or photographing individuals without consent is strictly prohibited.
- **Proper Disposal:** Dispose of all waste in the designated containers within the commons area.
- **No Food in Classrooms or Corridors:** Food and beverages should not be brought into classrooms or corridors.
- **Food Deliveries:** Food deliveries are only accepted by parents, guardians, or adults on the student's Skyward profile. Whole-class or group deliveries are not permitted. Deliveries should be left at the building's front entrance, as parents are not allowed in the cafeteria.

STUDENTS NOT ADHERING TO THESE GUIDELINES WILL RECEIVE A MINIMUM DISCIPLINARY ACTION OF DETENTION.

CLASS AND SCHOOL OFFICERS

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

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

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

CLASS AND SCHOOL OFFICER ELECTION PROCEDURES

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

COUNSELING

ACADEMIC COUNSELING

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

PERSONAL COUNSELING (ALL GRADE LEVELS)

Students and parents can contact the school counselor for personal, social, or family concerns. Contact information is available on the school websites. Written consent from parents is required for psychological examination, test, or treatment unless mandated by law. Policy FFE and FFG (EXHIBIT) have more details.

CLASS SCHEDULES

Every student needs a schedule with 7 classes, including 2 chosen electives and 1 chosen by the campus. The counselor's office gives schedules, and changes may be made based on academic needs. The master schedule is based on student requests, and changes can affect other classes.

If a class schedule change is necessary, changes must be submitted on a schedule change form and signed by a parent. Students may obtain forms from the counselors' office. The procedure for schedule changes may include the following:

- Student and/or parent must conference with the teacher.
- Teacher approval (dropping)
- Department chair approval
- Grade-level administrator approval

There will only be schedule changes permitted after the 2nd week of school with parent, teacher, and administrator approval. Please note that Honors, Strategies, and Academic Lab elective courses are chosen by campus leadership, and therefore, schedule changes will not be permitted.

PRE-ADVANCED PLACEMENT SCHEDULE CHANGES

It is advised to remain in pre-AP classes unless instructed otherwise by your teacher. In the event of failure or poor performance in pre-AP Algebra or other pre-AP courses, you may be subject to removal. It is essential to uphold the course standards outlined in the contract and periodically review the guidelines, as they may differ by department.

BULLYING PREVENTION

Each campus has a committee that addresses bullying by focusing on prevention and health and wellness initiatives. The committee will include parents and secondary students. Contact the campus principal for more information on this committee, including interest in serving.

CONDUCT & DISCIPLINARY CONSEQUENCES

CLASSROOM ETIQUETTE AND CONDUCT GUIDELINES

To maintain an environment conducive to learning and professionalism, the following guidelines are to be observed:

- Punctuality: Promptly take your seat and be prepared for instruction as soon as the tardy bell rings.
- Preparation: Ensure you have all required materials, including books and technology devices, ready for immediate engagement.
- Respectful Attention: Conversations should cease immediately when the teacher calls for attention.
- Addressing Faculty and Staff: Demonstrate respect by addressing all educators and staff members with the appropriate prefix (Miss, Mrs., or Mr.) followed by their last name, avoiding using first or last names in isolation.
- Courteous Interaction: Engage in respectful and considerate behavior, following authority figures' directions. Raise your hand and await acknowledgment before speaking.
- Tidiness: Maintain a clean and orderly classroom environment. Every student shares the responsibility for maintaining cleanliness.
- Proper Use of Facilities: Refrain from defacing surfaces, including walls, desks, and furniture. Treat the classroom with respect.
- Dismissal Protocol: Await the teacher's instruction to leave at the end of class. Depart the classroom in an organized and orderly manner.

LUNCH DETENTION

Administrators may assign lunch detention for minor disciplinary infractions. Failure to attend lunch detention will result in further disciplinary actions.

IN-SCHOOL SUSPENSION (ISS) PROTOCOL AND GUIDELINES

The In-School Suspension (ISS) program is designed for 6th, 7th, and 8th-grade students engaging in severe or persistent misconduct. Students are placed within the school premises for a designated duration, as stipulated by the Student Code of Conduct. The suspension period may extend into the subsequent semester if the behavior transpires within the final nine weeks.

Primary Objectives of the ISS Program:

- Establish a controlled environment to curtail the perpetuation of inappropriate behavior.
- Facilitate students' recognition of the unacceptability of their conduct, potentially averting escalation to more severe consequences.
- Administer corrective measures without compromising their academic progress.

Behavioral Guidelines and Ramifications on ISS and Extracurricular Activities:

- Communication with parents is initiated upon detention assignment; modifications can be arranged by notifying the respective grade level office.
- Students assigned to ISS are required to adhere to school rules and conduct standards rigorously. Failure to comply may result in additional disciplinary actions at the principal's discretion.
- For persistent misconduct, consideration of off-campus alternative placement may be recommended. Elaboration on potential repercussions is available in the District Code of Conduct.
- During the ISS period, participation in extracurricular activities is limited, except for after-school rehearsals/practices.
- Participation in off-campus extracurricular events during regular school hours is strictly prohibited.
- Students subjected to District Alternative Education Placement (DAEP) or expulsion forfeit their rights to engage in extracurricular activities during their alternative school assignment.
- Non-attendance of assigned detention may result in subsequent placement in ISS the following day.

SEARCHES

District officials have the right to search students and their belongings for prohibited items based on suspicion or security procedures. Searches will be fair and non-discriminatory. Students are responsible for not possessing prohibited items and may be held accountable if found. Searches may also be conducted for suspected Student Code of Conduct violations.

DISTRICT PROPERTY

The school provides desks, lockers, and technology, but they belong to the school. The school can search or inspect them at any time without notice. Students have no privacy when using school property. If prohibited items are found, students are held responsible according to policy.

METAL DETECTORS

To maintain a safe and disciplined learning environment, the district reserves the right to subject students to metal detector searches when entering a district campus and at off-campus, school-sponsored activities.

DELIVERIES TO CAMPUS

Student deliveries may be dropped off at a designated location near the front entrance. Crosby Middle School is not responsible for lost/stolen items. CMS does not allow third-party food delivery services to deliver food to campus. (i.e... Uber Eats, Door Dash, Grubhub). The student is responsible for picking up lunch, shoes, school supplies, etc.

DRESS CODE AND GROOMING CODE INCLUDE THE FOLLOWING REQUIREMENTS:

Students shall be dressed and groomed cleanly and neatly, which will not be a health or safety hazard to themselves or others. The district prohibits any clothing or grooming that, in the administrator's judgment, may reasonably be expected to cause disruption of or interference with normal school operations.

The district prohibits pictures, emblems, or writings on clothing, backpacks, folders, etc., that:

- Are lewd, offensive, vulgar, or obscene. This includes all brands but is not limited to -Cookies brand, Backwoods, Jokes Up, Playboy, etc.
- Advertise or depict tobacco products, alcoholic beverages, drugs, or any other substance prohibited under CISD Board Policy

HAIR:

- Head covering, caps, hats, or hoodie is to be worn; not allowed.
- Bandana prints are to be worn, not allowed.
- Hair rollers or curlers are not allowed.
- Distracting hairstyles are not allowed.
- The administrator will define distraction.

DRESSES/SKIRTS:

- Skirts must reach two inches above the knee.
- No slits in dresses/skirts allowed. Skirts must be mid-thigh length while sitting.
- Garments should not fit tightly.
- Sleeveless dresses, blouses, or tops are allowed only if the strap is two inches wide or more.
- Spaghetti straps and tank tops are not allowed.
- No pajamas or sleepwear is allowed (unless for a special school event)

PANTS:

- Slacks and jeans are appropriate. Slits/cuts or fringed openings are not permitted above the knee.
- Pants must be worn at the waist.
- Excessively baggy pants that prohibit students from moving regularly or require them to hold their pants up will not be permitted.
- Form-fitting pants are considered hosiery and must be covered by a skirt, shorts, or dress of the appropriate length. Words on the rear end of pants are not allowed.
- Leggings/tights/yoga pants must be worn under skirts, shirts/tops, and mid-thigh or longer dresses. Jeans with w/holes above the Knees are not allowed.

SHORTS:

- Must reach at least two inches above the knee.
- No slits/cuts or fringed openings are allowed.

- Walking shorts or dress shorts are advisable.
- Wind shorts, boxer shorts, or are not allowed.

SHIRTS/TOPS:

- Shirts should be buttoned (except for the neck button) or zipped to the same appropriate height.
- Length must be so that no torso skin is visible.
- Tank tops, muscle shirts, or cut-off shirts are not permitted.
- All blouses, dresses, and tops must have sleeves.
- Sheer or see-through type blouses may not be worn.
- Shirts cannot be tied to the back where the skin will show.
- There should be no holes in shirts, and any opening should not reveal private parts of one's body or undergarments.
- Off-the-shoulder shirts are not permitted.
- Shirts referencing violence, drugs, gangs, obscene gestures, lewd suggestions, etc., will not be permitted. Discretion is reserved for the administration.

GARMENT/JEWELRY:

- Students may not wear any clothing or accessory that identifies that student as a gang member or member of an unauthorized group.
- Garments/jewelry bearing any insignia, writing, or emblems representing alcohol, drugs, or tobacco products are prohibited. Any garment/jewelry depicting offensive, suggestive, lewd, illegal, violent, or profane writing, emblems, comments, or designs is prohibited.
- Any garment/jewelry that causes a class disruption will be deemed inappropriate.

FOOTWEAR:

- Shoes must be appropriate for school.
- Beachwear and casual shoes, such as house shoes, slippers, water shoes, etc., are inappropriate.
- Backless sandals may be worn at school, provided they are appropriate.

COATS/COSTUMES:

- Heavy outdoor coats or overcoats should not be worn in the commons or classrooms.
- Wearing a costume, cape, mask, gown, etc., is prohibited.

BACKPACKS:

- A backpack is any item that can store a student's books or notebooks.
- Backpacks may not display profanity, vulgar language, obscene gestures, or symbols signifying gang affiliations.
- All backpacks must be mesh or clear.

SUNGLASSES:

- Non-prescription glasses with dark lenses, shades, or sunglasses should not be worn.

BODY RINGS/TATTOOS:

- Students with body markings must have them covered.
- Body piercings shall be limited to the ears only.
- No student shall wear jewelry such as nose rings, tongue rings, eyebrow rings, or other items (i.e., chains, spikes, choke collars, dog collars, etc.) deemed inappropriate by the principal or his/her designee.
- Clear stud nose-rings will be permitted.

HATS:

- Students may not wear head coverings in the building.
- This includes hoods attached to sweatshirts or outerwear.

Additionally, dress codes will apply for students re-entering the building after school for tutorials and/or meetings. If you are in an academic setting, you must be dressed appropriately.

DRESS CODE VIOLATIONS

Students who violate the dress code will be allowed to correct the issue. The Cougar Closet will provide appropriate clothing to replace any inappropriate items. Alternatively, parents can be contacted to bring more suitable attire, or the student can change into other clothing they may have. However, if the issue cannot be resolved, the student will be assigned to ISS for the day to limit the disruption to the educational process. Each student will receive two free passes. However, if a student

repeatedly violates the dress code, additional days of ISS may be assigned for insubordination.

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

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

GRADING GUIDELINES & DEPARTMENT POLICIES

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

THE GRADING POLICY FOR ALL CROSBY ISD 6TH – 8TH STUDENTS

An average of two (2) grades per week per 9-week grading period will be assigned to reflect students’ levels of mastery.

- At least two major assignments will be recorded that will receive a greater weight than daily grades.
- Teachers will record their grades within 3 days unless the assignment involves major writing, which takes more time to grade. Major writing assignments should be recorded within five days.
- The grade book for each semester should be printed and kept as a hard copy on each campus at the end of each school year. Students will not grade each other’s papers.

Please refer to the following table for weight distribution in assignments per subject for all students.

Pre-k	Kinder		1 st Grade	2 nd Grade	3 rd Grade	4 th Grade	5 th Grade
Standards Based Report Card	Standards Based Report Card	Daily Grade Weight	60%	60%	60%	60%	60%
		Test Grade Weight	40%	40%	40%	40%	40%

Course	Category Weighting
LIFE SKILLS (ALL COURSES)	60% MAJOR/TEST 40% DAILY
ENGLISH 6 REG/PAP	50% MAJOR/TEST 50% DAILY
ENGLISH 7 REG/PAP	50% MAJOR/TEST 50% DAILY
ENGLISH 8 REG/PAP	60% MAJOR/TEST 40% DAILY
ENGLISH 6, 7, 8 STRATEGIES HONORS/REG/ESL	50% MAJOR/TEST 50% DAILY
MATH 6 REG	50% MAJOR/TEST 50% DAILY
MATH 6 PAP	50% MAJOR/TEST 40% DAILY 10% QUIZ
MATH 7 REG	50% MAJOR/TEST 50% DAILY
MATH 7 PAP (PAP ALGEBRA)	50% MAJOR/TEST 40% DAILY 10% QUIZ
MATH 8 REG	60% MAJOR/TEST 40% DAILY
MATH 8 PAP (ALGEBRA)	60% MAJOR/TEST 30% DAILY 10% QUIZ
MATH 6, 7, 8 STRATEGIES HONORS/REGULAR	50% MAJOR 50% DAILY
MATH 6, 7, 8 ASCEND	50% MAJOR/TEST 50% DAILY
SCIENCE 6 REG/PAP	50% MAJOR/TEST 40% DAILY 10% LABS
SCIENCE 7 REG/PAP	50% MAJOR/TEST 40% DAILY 10% LABS
SCIENCE 8 REG/PAP	60% MAJOR/TEST 30% DAILY 10% LABS
SOCIAL STUDIES 6 REG/PAP	50% MAJOR/TEST 50% DAILY
SOCIAL STUDIES 7 REG/PAP	50% MAJOR/TEST 50% DAILY
SOCIAL STUDIES 8 REG/PAP	60% MAJOR/TEST 40% DAILY

INTRO TO SPANISH/SPANISH	50% MAJOR/TEST 50% DAILY
LOTC	50% MAJOR/TEST 50% DAILY
ALL HIGH SCHOOL ELECTIVE CREDITS	60% MAJOR/TEST 40% DAILY
MS BAND, CHOIR, DANCE, THEATER, ART	60% PARTICIPATION/DAILY 40% MAJOR/TEST
PE/ALL REMAINING MS ELECTIVES/HEALTH	50% MAJOR/TEST 50% DAILY

GRADING POLICIES BASED ON TEXAS ESSENTIAL KNOWLEDGE AND SKILLS (TEKS) MASTERY

- Grades will be recorded for work related to the TEKS taught during each reporting period.
- Grades will not be given for disciplinary issues, compliance with classroom rules, or bringing supplies to class.
- Teachers will assign grades reflective of students' mastery of an assignment.
- Students who receive a failing grade on a major assignment may request a reassignment.
- Students will have three (3) days to demonstrate mastery of the failing grade's assigned objective(s). The time begins when students are notified of the failing grade.

STUDENT-INITIATED REMEDIATION: MAKING UP MISSED ASSIGNMENTS AND RETESTS

- Students responsible for making up missed assignments should request to do so directly with their teacher.
- The new grade will replace the failing grade up to and not exceeding a grade of 70 for that assignment.
- To be eligible for a retest, students must participate in relearning opportunities such as attending a tutorial, completing test corrections, or participating in other remedial opportunities before the reassessment date.
- Students will be allowed an opportunity to make up work within three (3) days after returning from an absence.
- Any assignment turned in late cannot receive full credit. No late work will be accepted after three (3) class days.
- Teachers will contact parents or guardians of students with a 69 or below average for each reporting period.

PRECONDITIONS FOR ASSIGNING GRADES BELOW 50: REQUIRED STEPS FOR TEACHERS

- Parent/guardian was contacted more than once and documented.
- The student was offered a relearning opportunity provided by the teacher.
- Student was allowed to make up assignments/exams.
- Gifted and Talented and advanced courses may include more rigorous and stringent expectations, as outlined in the campus handbook and/or academic planning guide.

HOMEWORK POLICIES

- Please refer to the individual teacher's syllabus for specific homework expectations.
- Contact the teacher directly via email, phone, or note for homework expectations.

HONORS COURSES

The grading policy for Honors/PAP courses aligns with the grading policy for all Crosby ISD general education courses.

- An average of 2 grades per week per 9-week grading period will be assigned to reflect students' levels of mastery.
- At least 2 major assignments will be recorded that will receive a greater weight than daily grades.
- Students who receive a failing grade on a major assignment may request a reassessment.
- Students will have three (3) days to demonstrate mastery of the failing grade's assigned objective(s). The time begins when students are notified of the failing grade.
- It is the responsibility of the student to approach the teacher to request a reassessment.
- The reassessment grade will replace the failing grade up to and not exceeding a grade of 70 for that assignment.
- To be eligible for a reassessment, students must participate in relearning opportunities such as attending a tutorial, completing test corrections, or participating in other remediation opportunities prior to the date of the reassessment, as determined by the student's teacher.
- Students will be provided 1 reassessment opportunity per major assignment.
- Students may be reassessed on the objective(s) they missed and in the modality the teacher selects, i.e., a different test, oral defense, written modes, explanations, demonstrations, etc.

AWARDS AND HONORS

Each year, numerous students receive recognition and honors in various areas. Some honors students receive are based on academic accomplishments, attendance, and outstanding behavior, and some because of accomplishments in specific content areas.

HONOR ROLL

To receive the A Honor Roll award at the end of the school year, a student must make all "A's" in all classes, all year long, regardless of the class level. To receive the end-of-year honor roll award, students must maintain all "A's" and "B's" in all classes with no grade lower than a B.

IDENTIFICATION BADGES

The school identification badge must be noticed, as it plays a vital role in ensuring the safety of all students. It offers a clear visual identification for easy monitoring and access control, creating a secure and protected learning environment for students and staff. All students must always wear their identification badges.

STUDENT IDENTIFICATION BADGE AND LANYARD POLICY

- Issuance of Identification: All students will receive a school identification badge and CMS lanyard, which must be consistently worn.
- Badge Display: The current year's badge should be secured on the lanyard and displayed around the neck.
- Temporary Badge Protocol: In cases requiring a one-day temporary badge, \$1.00 will be charged, and parents will be duly informed.
- Preservation of Badges: Badges must remain unaltered; no drawing, decoration, or defacement is permissible.
- Lost or Damaged Badges: Students responsible for lost, damaged, or defaced badges will incur a replacement fee of \$5.00 for the badge and \$2.00 for the lanyard.
- Consequences for Non-Compliance: Neglecting to wear the ID badge will lead to disciplinary repercussions.

ID BADGE VIOLATIONS

Consequences for excessive ID Badges per 9-week period are:

- 1st – 3rd Occurrence: A temporary ID will be issued, and parents will be informed through an email or message from the teacher.
- 4th - 6th Occurrence: A temporary ID with a \$1 fee per occurrence will be issued. Additionally, grade-level administration will make a call home to inform parents.
- 7th Occurrence and Above: A fee of \$5 for a new ID will be imposed. Parents will be notified through a call home, or a parent meeting will be arranged.

HEALTH-MEDICAL EMERGENCY/EMERGENCY CARE

In the event of a medical emergency involving a student during school or a school-related activity, if the parent/guardian cannot be contacted, the school will require written consent from the parent/guardian on file to administer emergency medical treatment.

If it is the judgment of the school nurse, principal, or their designee that 911 be called, the student will be taken to the nearest hospital. Should a student need to be transported from campus to a medical facility, a staff member will remain with the student until a parent/guardian arrives.

The campus and/or district is not responsible for medical expenses associated with a student's injury or illness.

It is vital that you complete the emergency care information during the registration process.

IMMUNIZATIONS

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

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

LIBRARY

The library is a learning laboratory with books, computers, magazines, and other materials for classroom assignments, projects, and reading or listening pleasure. The library is open for student use during the following times: before, during lunch, and after school until 3:00 p.m. A pass from a teacher or administrator is required to enter the library during the instructional day.

PARENTAL INVOLVEMENT

COLLABORATIVE PARTNERSHIP BETWEEN HOME AND SCHOOL

Collaborative Engagement for Student Success Research and experience affirm that a child's educational journey is most effective when a robust partnership between home and school is fostered by consistent communication. Your active participation in this partnership encompasses the following:

- Inspiring your child to prioritize education and collaborating daily to optimize school-provided learning opportunities.
- Ensuring completion of homework assignments and special projects.
- Guaranteeing your child arrives at school well-prepared, rested, and eager to learn.
- Monitoring academic progress through Skyward Family Access; if unfamiliar with your parent log-in, kindly contact the campus.
- Becoming well-acquainted with your child's school activities, academic programs, and district-offered special programs.
- Consult the counselor or principal for queries regarding your child's options and opportunities.
- Attending scheduled conferences and requesting additional ones as necessary; to arrange a telephone or in-person conference, contact the school office at 281-328-9264 for an appointment. Typically, teachers return calls or meet during their conference period, before or after school.
- Volunteered as a parent representative on district or campus-level planning committees, contributing to formulating educational goals and strategies for enhanced student achievement.

PARENT/GUARDIAN-TEACHER CONFERENCES

Parents/Guardians are encouraged to conference with their child's teacher(s) to discuss student progress. To do so, the parent/guardian should contact the teacher via email or phone. To schedule a telephone or in-person conference, please call the office at 281-328-9264.

PARENT/GUARDIAN STUDENT COMPLAINTS/CONCERNS

Student or parent/guardian complaints or concerns can be addressed by a phone call or a conference with the teacher. We expect parents to contact the teacher involved. If no resolution is met, the parent/guardian is asked to meet with his/her student's counselor and/or assistant principal assigned to the grade level.

- Saundra Christopher, 6th Grade Assistant Principal
- Shannon Summerlin, 6th grade Counselor
- Javian Taylor, 7th Grade Assistant Principal
- Robin Creed, 7th grade Counselor
- Joe Cornett, 8th Grade Assistant Principal
- Latoshia Munoz, 8th grade Counselor.

If unresolved with the counselor and/or assistant principal, the student and/or parent/guardian should discuss the complaint with the Associate Principal or Principal.

- Kellie Hall, Associate Principal
- Jose Lozano, Principal

STUDENT FEES

Materials that are part of the basic educational program are provided with state and local funds and are at no charge to a student. A student, however, is expected to provide his/her own pens/pencils, paper, erasers, and notebooks and may be required to pay specific other fees or deposits depending on the course and/or extracurricular activity, including, but not limited to:

- Membership Dues: Participation in clubs or organizations may entail membership dues.
- Class Projects: Materials required for class projects or assignments may need to be procured.
- Athletic/PE Equipment: Personal athletic or PE equipment for extracurricular activities might be necessary.
- Student Accident Insurance: Opting for voluntarily purchased student accident insurance is an individual choice.
- Musical Instruments: Rental and uniform maintenance for musical instruments may apply.
- Extracurricular Apparel: Personal apparel utilized in extracurricular activities, which becomes the student's property, may need to be acquired.
- Library & Textbook Fees: Fees associated with lost, damaged, or overdue library books and textbooks.
- Technology Devices: Charges for lost or damaged technology devices issued to students.

TECHNOLOGY

EMPOWERING STUDENTS FOR A TECH-DRIVEN FUTURE

The district has dedicated resources to integrate district-owned technology into instructional approaches to equip students for the demands of a technology-centric society. Individual students may receive designated resources.

It's crucial to note that these technological assets, encompassing the district's network systems and equipment, will be used exclusively for approved purposes.

To ensure accountability, students and parents will be requested to acknowledge and abide by a user agreement (distinct from this handbook) governing the use of these resources. Infringements of the user agreement can lead to the revocation of privileges and the imposition of disciplinary measures.

EMPOWERING LEARNING WITH CROSBY ISD TECHNOLOGY

Crosby ISD proudly provides filtered CISD Wi-Fi access for Crosby Middle School. For students in grades 6th-8th, district-owned electronic devices will be allocated. It is the student's responsibility to uphold the proper maintenance of these devices and consistently adhere to the guidelines delineated in the Responsible Use Regulations (RUR).

Crosby Independent School District provides numerous educational resources via online platforms. These resources are readily available to students from anywhere, and anytime they have Internet access, allowing learning to extend beyond the classroom. Throughout the school day, students in grades 6th-8th are expected to utilize their district-issued devices to engage with these resources as directed by educators and staff.

Upon connecting to the CISD Wi-Fi, users implicitly agree to abide by the terms outlined in the Crosby ISD Responsible Use Regulations (RUR). Recognizing that technology usage is a privilege, not an entitlement, is essential. Students are required to demonstrate digital accountability by adhering to the Responsible Use Regulations (RUR) while utilizing technology.

TECHNOLOGY FOR PARENTS

With technology constantly evolving, parents may feel overwhelmed by their children's digital world. However, it's important to know that they can take control. These helpful links provide the necessary tools for parents to educate themselves and proactively ensure their child's online safety.

BARK: There are informative videos available on the latest technology that can help parents ensure their children's online safety.

<https://www.youtube.com/@BarkTechnologies>

CHILD WELFARE INFORMATION GATEWAY: For parents, we offer articles on the latest technology topics, specifically on social media safety.

<https://www.childwelfare.gov/topics/management/workforce/socialmedia/safety/>

COMMON SENSE: There are excellent resources available to help create a healthier, more equitable, and empowering future for all children in the digital age.

<https://www.common sense media.org/app-reviews>

As a school community, we must educate ourselves to safeguard the future and equip ourselves with knowledge of rapidly advancing technology. This will ensure the safety and education of our future generations.

VIDEO CAMERAS

For safety purposes, video/audio equipment will monitor student behavior on buses and communal campus areas. The transportation department and/or campus administration will review videos routinely and document student misconduct. Discipline will be in accordance with the Crosby ISD Student Code of Conduct.

VISITORS/ VOLUNTEERS

ALL VISITORS MUST FOLLOW ALL APPLICABLE POLICIES AND PROCEDURES AND REPORT TO THE PRIMARY OFFICE WHEN VISITING ANY CAMPUS DURING SCHOOL HOURS IN CROSBY ISD.

All visitors must present a valid ID. When entering the building, the visitor's ID will be collected by the main office staff, scanned, and returned to the visitor. Each visitor will be given a visitor's pass. When your visit is over, the visitor must return the sticker/pass before they leave.

All visitors must first report to the front office for the safety of those within the school and to avoid disruption of instructional time. Parents/guardians are always welcome but are encouraged to make an appointment before arrival. To better protect our students, staff, and visitors, our campus screens for registered sex offenders. A valid state-issued identification is required to enter our campus during regular school hours. Visitors must visibly display the visitor's badge. School policy is to accept only those visitors who have legitimate business at school. Guests and visitors must have the approval of a school administrator. Students from another district and other visitors are not permitted in classrooms, the commons, or hallways.

When visiting the school, all visitors are expected to demonstrate the highest standards of courtesy and conduct; disruptive

behavior will not be permitted. Also, all visitors must observe the same regulations concerning dress and conduct as students require. Any person not following these regulations will be considered violating the Texas Penal Code of Loitering- appropriate action will be taken.

Volunteers must complete the background screening and new applications every year, and more information is located at <https://www.crosbyisd.org/volunteers>

Questions about volunteering should be directed to:

Crosby ISD Human Resource Department

Ashley Pogue, Human Resource Clerk

281-328-9200 ext. 1331

apogue@crosbyisd.org

STATE TESTING

THE STATE OF TEXAS ASSESSMENTS OF ACADEMIC READINESS (STAAR®)

<https://tea.texas.gov/student-assessment/testing/staar/staar-resources>

Crosby Middle School will administrate the following state assessments:

- 6th-grade students must take the Math and Reading STAAR assessment.
- 7th-grade students must take the Math and Reading STAAR assessment.
- 8th- 8th-grade students must take the Math, Reading, Science, and Social Studies STAAR assessment.
- Additionally, those who are taking Algebra 1 need to take the Algebra 1 EOC assessment.

TEXAS ENGLISH LANGUAGE PROFICIENCY ASSESSMENT SYSTEM (TELPAS)

<https://tea.texas.gov/student-assessment/testing/telpas/telpas-resources>

TEA designed the Texas English Language Proficiency Assessment System (TELPAS) and [TELPAS Alternate](#) to assess emergent bilingual (EB) students' English language learning program.

CROSBY INDEPENDENT SCHOOL DISTRICT

STUDENT AND PARENT SUMMARY SIGNATURE FORM 2023-2024

We, the undersigned student and parent/guardian, acknowledge that we have read and understood the contents of the Crosby Middle School Student Handbook for the academic year 2023-2024. We agree to comply with the guidelines, rules, and policies outlined in the handbook to ensure a safe and conducive learning environment.

STUDENT'S FULL NAME

GRADE

STUDENT'S SIGNATURE:

STUDENT ID

To access the Crosby ISD Student Handbook, the Crosby ISD Student Code of Conduct, and the Campus Handbook, please visit <https://www.crosbyisd.org/domain/14>. It is your responsibility to ensure that you have accessed these resources.

I confirm that I have read and received the Campus Handbooks and Code of Conduct and give complete permission for their participation in activities involving the Crosby Electronic Network.

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

Your signature indicates your commitment to upholding the standards of Crosby Middle School and working collaboratively for a successful academic year.

PRINT PARENT NAME

PARENT SIGNATURE