



# **Robert Stuart Middle School** **A Leadership Academy**

644 Caswell Ave. West Twin Falls, Idaho 83301-3798  
(208) 733.4875 Fax: 733-4949

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**GREATNESS IS OUR MISSION!**  
**LEARN IT! LIVE IT! LEAD IT!**

**Robert Stuart Middle School**  
**644 Caswell Ave. West**  
**Twin Falls, ID 83301**  
**733-4875**

[www.rs.tfsd.org](http://www.rs.tfsd.org)

## My Schedule

Period	Time	Class	Teacher	Room Number
1	8:40-9:26			
2	9:30-10:15			
3	10:19-11:04			
4	11:08-11:53			
SSC/RR/ Lunch	11:53-1:23			
A- Lunch	11:53-12:23			
B- Lunch	12:23-12:53			
C- Lunch	12:53-1:23			
5	1:27-2:12			
6	2:16-3:01			
7	3:05-3:50			

	Login	Password
Powerschool		
Network		
Mytfsd.org / Clever		
AR		

**TWIKI Wifi password: Wearestardu\$t**











# TWIN FALLS SCHOOL DISTRICT #411

## 2018-2019 DISTRICT CALENDAR

AUG 2018						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

### August

- 8 Middle and High School Registrations  
See School Website for Details
- 9 Middle and High School Registrations  
See School Website for Details
- 10 Middle and High School Registrations  
See School Website for Details
- 13 Summer Institute/In-Service
- 14 Summer Institute/In-Service
- 15 1/2 Opening Day  
1/2 Day Building Retreat
- 16 Teacher Workday
- 17 Teacher Workday
- 20 First Day of School

SEP 2018						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

- 31 Early Dismissal for Students and Staff  
No School 1/2 Day Kindergarten

### September

- 3 Labor Day - No School
- 4 Data Day - No School

OCT 2018						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

### October

- 19 End of 1st Quarter (42 Student Days)  
Teacher Workday  
No School All Grades
- 24 Kindergarten Parent/Student/Teacher  
Conferences  
No School Kindergarten
- 25 District Wide Parent/Student/Teacher  
Conferences  
No School for All Grades
- 26 No School For All Grades

NOV 2018						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

### November

- 19 ICS Teacher In-Service  
No School All Grades
- 20 ICS Teacher In-Service  
No School All Grades
- 21 Thanksgiving Break  
No School Nov. 19-23

DEC 2018						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

### December

- 21 End of 2nd Quarter (38 Student Days)  
End of 1st Semester (80 Student Days)  
Early Dismissal  
No School 1/2 Day Kindergarten  
1/2 Day Report Cards
- 24 Christmas Vacation-  
No School Dec 24 - Jan 4

JAN 2019						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

### January

- 7 School Resumes

### February

- 18 Presidents' Day - No School
- 19 ICS Teacher In-Service  
No School All Grades

### March

- 8 End of 3rd Quarter (43 Student Days)  
Early Dismissal  
1/2 Day Report Cards  
No School Half Day Kindergarten
- 19 CRHS/TFHS-Advisor/Parent/Student  
Registration Conferences
- 20 CRHS/TFHS-Advisor/Parent/Student  
Registration Conferences  
Kindergarten Parent/Student/Teacher  
Conferences  
No School for Kindergarten
- 21 CRHS/TFHS - Junior Boards and Senior  
Projects  
Elementary and Middle School  
Parent/Student/Teacher Conferences  
No School For All Grades
- 22 No School For All Grades
- 25 Spring Break-No School March 25-29

FEB 2019						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

MAR 2019						
S	M	T	W	T	F	S
						1
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

APR 2019						
S	M	T	W	T	F	S
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

MAY 2019						
S	M	T	W	T	F	S
						1
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

### April

- 1 School Resumes

### May

- 20 CRHS Graduation
- 21 TFHS Graduation
- 22 MVHS Graduation
- 23 End of 4th Quarter (47 Student Days)  
End of Semester (90 Student Days)  
Last Day of School-Early Dismissal  
1/2 Day Report Cards  
No School Half Day Kindergarten  
School Year - 170 Days
- 24 1/2 Analyze Assessments and Goals  
1/2 Day Teacher Workday

JUN 2019						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

JUL 2019						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					



**Robert Stuart Staff**

Robert Stuart Middle School 733-4875

Amy McBride—Principal mcbrideam@tfsd.org

Justin White—Associate Principal whiteju@tfsd.org

**Secretarial Staff**

Christina Matthews—Registrar

Abril Guzman —Attendance

Cynthia Marsh—Counseling Office

PTSA: email [RSMSPTSA@gmail.com](mailto:RSMSPTSA@gmail.com) website: <http://robertstuartptsa.webs.com/>

School Website: <http://rs.tfsd.org>

**Middle School Credit (TFSD Policy No. 2606)**

The school district will award credit for courses completed by students attending middle school [junior high school], beginning in sixth (6th) grade. To be eligible for promotion to the next grade, students will be required to obtain the minimum credit requirements, or achieve the standards for alternate mechanism, and comply with the district’s attendance requirements.

**MINIMUM CREDIT REQUIREMENTS**

To be eligible for promotion to the next grade level, each student will be required to:

1. Attain eighty percent (80%) of the total credits attempted;
2. Attain passing grades (“D” or better) in each of the core content areas (math, language arts, science, reading, and social studies);
3. Attain a portion of the total credits attempted in each content area in which courses are taken except for areas in which instruction is less than a school year; and
4. Comply with the district’s attendance policy. In the event that a student fails to attend 90% of the classes, he/she will not receive credit for the class.

**CREDIT RECOVERY**

A student who does not meet the minimum credit requirements may recover credit by obtaining a passing grade for an approved course in summer school, Bridge Academy, or through the Idaho Digital Learning Academy (IDLA) or other online course. The parent or guardian of the student is responsible for any fees associated with attendance at summer school, IDLA, or other online course. Credit recovery may also involve providing opportunities for additional instruction to students who, at mid-term, do not have a passing grade in the course, as determined appropriate by the principal.

**ALTERNATE MECHANISM**

A student who does not meet the minimum credit requirements may be eligible for grade level promotion if the student successfully completes the alternate mechanism. The student must

demonstrate proficiency of the appropriate content standards. The superintendent or designee will appoint a committee to review the student's application for alternate mechanism and determine how the student will be required to demonstrate proficiency. Factors that the committee will consider include the student's GPA, coursework, ISAT scores, and attendance.

### **Middle School Credit System (TFSD Policy No. 2860P)**

The following classes and credits are required for each grade level:

#### **6th Grade**

- Social Studies: 2 credits
- English: 2 credits
- Reading: 2 credits
- Science: 2 credits
- Math: 2 credits
- Electives: 4 credits

Students must attain eighty percent (80%) of the total credits attempted. Students must be in attendance ninety percent (90%) of the time each semester.

#### **7th Grade**

- Social Studies: 2 credits
- English/Reading: 2 credits
- Science: 2 credits
- Math: 2 credits
- PE: 1 credit
- Electives: 5 credits

Students must attain eighty percent (80%) of the total credits attempted. Students must be in attendance ninety percent (90%) of the time each semester.

#### **8th Grade**

- Social Studies: 2 credits
- English/Reading: 2 credits
- Science: 2 credits
- Math: 2 credits
- Health: 1 credit
- Electives: 5 credits

Students must attain eighty percent (80%) of the total credits attempted. Students must be in attendance ninety percent (90%) of the time each semester.

## **Activities** (TFSD Policy No. 3381)

Various activities take place after regularly scheduled school hours. Sporting events, music concerts, dances and special programs are a few of these activities. An entrance fee is charged at many of these events, a student activity card is available for purchase and will allow students to attend activities at a reduced rate. The regular discipline policy and dress code apply, whether these activities take place at Robert Stuart or at another school. Suspended students will not participate in in-school or out-of-school activities

### ***Sportsmanship***

- Gain an understanding and appreciation for the rules of contest.
- Exercise representative behavior at all times.
- Recognize and appreciate skilled performances regardless of affiliation.
- Exhibit respect for the officials.
- Display openly, a respect for the opponent at all times.
- Display pride in your actions at every opportunity.

### ***Assemblies***

Assemblies are held for the benefit of the students. Cooperation and appropriate behavior is a must in order for programs to be held at the school. The conduct of students at an assembly reflects the attitude of the entire student body.

### ***Attendance Requirements***

A student must be in school at least ½ day in order to participate in an activity that day. The only exception is an approved medical appointment; in which case, the student must present a signed statement from a medical professional.

### ***Classroom and School Discipline Problems***

If a participant has multiple disciplinary issues during a season, he/she may be placed on probation or removed from a team or group. Major disciplinary infraction may result in immediate ineligibility. Additional eligibility rules may be adopted by the head coach.

### ***Academic Eligibility***

Students must have passed 5 out of 7 classes and maintain a 2.0 overall GPA in the semester prior to the beginning of the season. In addition, any student who has a D or an F, in any class, for a grading period will be placed on academic probation. During the probation period the student will still be able to practice and participate in the chosen activity. While on probation, the student will be required to attend tutoring sessions until there is verification from a teacher

that the grade is above a D. If the student fails to attend tutoring or still has a D and/or F in the class(es) for the next grading period, he/she will be deemed ineligible.

### ***School Socials*** (TFSD Policy No. 3410)

There will be school social held during the school year; one per quarter. Each social/ dance will last for two hours. All students from Robert Stuart are allowed to attend the social providing they have a current RSMS ID card with them when entering the dance and they are not on a list excluding them from attending. All disciplinary/dress rules apply for school dances.

### ***Requesting Social Guests***

- A Social Guest Request form must be completed and given to the office no later than the Wednesday before the dance.
- The guest must be a sixth, seventh or eighth grade student.
- The principal or assistant principal will call the home school of the guest to check on their citizenship and academic standing.
- The request form will be returned to the sponsor with the social attendance decision.
- Approved request forms must be brought to the social, along with a picture ID, in order for the guest to be admitted.

### ***School Social Guidelines***

- Students, who are suspended, in or out of school, will lose the privilege of attending the dance that follows their suspension.
- Dress must be appropriate for school; following the TFSD Dress Code.
- No head coverings unless they are appropriate for the theme of the dance and have been approved by the administration.
- Once you have entered the dance you must remain inside, unless we obtain parental permission for you to leave.
- If you leave for any reason, you may not return.
- No one will be allowed to loiter on the campus following the dances. Students who are not picked up 20 minutes after the ending of the dance, risk losing dance privileges for the remainder of the semester, year, and/or following term.

\*\*Students who do not attend school on the day of the activity will be counted absent. Verified absences on activity days will count towards semester absence totals and unverified absence will be considered truancy.

## **Attendance** (TFSD Policy No. 3041)

The welcome bell rings at 8:05 a.m. Students are to remain in the cafeteria, gym bleachers or outside until 8:35 a.m. Please do not send students to school or drop them off before 7:55 as there is not proper campus supervision prior to this time. The first class begins at 8:40 a.m. and the last bell of the day rings at 3:50 p.m. **Students should be out of the building and off campus by 4:00 p.m.**, unless involved in a school activity or in a teacher's classroom for **supervised** help. If a student's ride is late, we ask that they wait on the benches by the main entrance. Students are not to leave the school during the regular school day without a parent/guardian signing the student out in the front office.

### ***Reporting an Absence***

Parents may call the school at **733-4875** and leave a message anytime. A secretary is on duty beginning at 7:55 a.m. **We do request that calls be made prior to 9:30 a.m. on the day the student is absent.** If a phone call is not possible, a written note will be expected on the morning the student returns to school. **All absences must be verified within 48 hours or the absence will be considered truancy.**

### ***Truancy***

Truancy is defined as a student being absent from class or school without the expressed consent or knowledge of the parent/guardian and the school. This includes students who are absent from class anytime during the school day (after arriving at school), without the permission of school officials. This also includes students who are wandering the halls during class time without a hall pass. Truancies will be considered a major infraction.

### ***Medical Documentation***

If a student misses any school for medical or court appointments, written documentation from the medical office or court official is required in order for the absence to be marked medical excuse (MED) or court excuse (CRT).

### ***Leaving school***

If a student is injured or becomes ill while at school, the student is to request a permit to come to the office. If necessary, the student will be allowed to contact a parent/guardian to check-out.

### ***Tardy Procedure***

In an effort to establish quality work habits in the students and to minimize the disruptive nature of late students, tardies will not be tolerated and will have a consequence. For attendance purposes, 3 tardies = 1 absence. Any tardy situation greater than 10 minutes will be identified as an absence and must be verified by the parent or guardian.

## **Rules and Procedures** (TFSD Policy No. 3200)

Discipline is necessary in the operation of school and is designed to help students understand and learn the appropriate behaviors for success in school and society. Violation of rules in the classroom or school will result in consequences for the actions which are designed to be appropriate for the level and degree of the violation. Teachers and administrators will have the right and responsibility for enforcing the rules and policies. Minor infractions will be handled in an informal manner. Major infractions or repeated minor infractions may result in parent conference, detention, suspension, or eventual expulsion. Due process will be observed in all discipline procedures.

### ***Consequences and Rules***

It is not possible to develop a set of rules and consequences where every child will receive the same consequences for similar actions. For example: a student that swears when they get hit or pushed, is not treated the same as a student who swears at a teacher. One is serious disrespect and the other is a slip of the tongue. Our intentions are to provide consistent guidelines for behavior, fair consequences and a real sense of respect and caring for the student. When teachers and parents support one another, generally students do not continue with misbehavior.

### ***Consequences of Minor Infractions:*** (TFSD Policy No. 3200)

Students who commit minor infractions will receive logical consequences. An example of a logical consequence would be if you make a mess at lunch, you will clean the lunch room. Consequences may include PASS room time. High frequency of minor infractions will be considered a major infraction. Misbehaving students will not be allowed to continually disrupt the learning environment. The other students have a right to an education.

### ***Consequences for Major Infractions:*** (TFSD Policy No. 3200)

Students who commit major infractions can be suspended in or out of school assigned work duty, or be recommended for expulsion. They may also lose extra-curricular privileges for one quarter or more. Parents meet with the administration when major infractions occur. If we can work together, most problems will be solved. The school can't do it alone.

## ***General Information***

***Bus Transportation*** (TFSD Policy No. 3010: 3780, 8100) Bus transportation is provided to the school district by a private contractor. Students must be registered to ride the bus. Rules for the bus are provided for each registered student. Failure to observe bus rules may result in denial of transportation. For information on bus routes or other concerns, call Western States Buses: 733-8003.

### ***Cafeteria / Lunch Room***

The cafeteria is used as a dining hall, a classroom and for assemblies. It is a clean, friendly place for all to use. Each student is expected to follow the PAWS expectations:

1. Voice level is 0-2
2. Walk to the line (no running in hallways or cafeteria)
3. Line up single file
4. Keep your own place in line
5. Eat first, visit later
6. Include others
7. Food stays on the tray
8. Food stays in the cafeteria
9. Clean up your area before leaving
10. Wait quietly
11. Stay seated until dismissed

#### ***Important information:***

- Breakfast will be served each morning before school.
- There are three lunch periods: 30 minutes each
- All food and drink must be consumed in the designated lunch area, except when approved for special occasions.

### ***Cars and Parking***

RSMS students are not allowed to drive to school. Exceptions to this rule **MUST** be approved by the administration, prior to a student driving to school and parking on campus.

### ***Closed Campus***

Robert Stuart Middle School operates a “closed campus.” This means that students are required to remain on the school grounds from the time they first arrive until the end of the school day. During the lunch period, students are to stay in the cafeteria. Any student who finds it necessary to leave school during the day must be checked out, by a guardian, through the office

***Electronic Devices*** (TFSD Policy No. 2960, )

Electronic devices are not to be used at RSMS during the school day (8:35 am – 3:50 pm), unless expressly authorized to do so by school staff. Such devices include, but are not limited to iPods/mp3 players, video games, laser pointers, cell phones, etc. Students may leave cell phone turned off in the lockers. If any electronic device is seen or heard by staff, it will be confiscated.

***Fire Drills***

Fire drills will be conducted by school officials and/or the fire department. Students are to exit the building quietly and quickly according to the plan in each classroom. Students are to remain outside the building until a signal is given to return. Anyone found causing a “false alarm” will be disciplined and is subject to legal prosecution.

***Fireworks/Weapons—Zero Tolerance***

(TFSD Policy No. 3200)

Twin Falls School District has a zero tolerance policy for weapons, including fireworks. Any student in possession of these items will be up for expulsion from the Twin Falls School District.

***Gang Activity*** (TFSD Policy No. 3200)

Gang activity, of any kind, will not be tolerated on or around the school campus (including going to and from school). Gang activity includes behavior and dress.

***Hall Pass***

Students must have a pass to be out of class (restroom, office, media center, locker, etc.). Students without a hall pass will be considered truant.

***Harassment / Bullying*** (TFSD Policy No. 3295)

The Twin Falls School District is committed to maintaining an educational environment which fosters appropriate and respectful conduct and communication among all persons associated with the school. The Board of Trustees and Administration do not condone harassment/bullying in any form. Any concerns or complaints need to be addressed with school officials immediately and appropriate action will be taken.

***Library / Media Rules*** (TFSD Policy No. 3440)

Students need their activity card to check out a library book. Generally, one reading book is checked out at a time; for a two week period. If a library book is overdue, student will have one week to return the book without a fine, or to renew it. After the one week grace period, students will be fined \$.10/day until the book is returned or the replacement cost has been paid (if the book is lost). Student with fines or overdue books will not be allowed to check out books or participate in year-end activities and report cards will be held until fines are paid and/or book(s) are returned. Students may make arrangements to work off library fines before the library closes. All library materials must be in by May 23.

\*\* Library fines that are not paid by the end of the school year will be included in the student’s registration costs the following fall.



## ***Dress Code*** (TFSD Policy No. 3260)

It is the desire and intent of the Twin Falls School District to adopt a dress code to create an environment in our schools that is conducive to learning and free of potential distraction or danger. The Dress for Success code supports workplace norms for appropriate attire. Students are to observe the following guidelines regarding student attire: There may be exclusions to the dress code policy for religious or health reasons. Any violation of the dress code will result in a parent notification and the student will change his or her attire at home or at school. Any further incidents will be handled as a discipline problem. There may be exceptions to the dress code policy for religious or health reasons.

Students are to observe the following guidelines regarding student attire:

1. Shirts must have a modest neckline (no cleavage) and be long enough to cover the midriff (front and back). No spaghetti straps, tank tops, tube, off-the-shoulder, halter tops, or muscle shirts will be allowed. No backless, strapless, or half tops are to be worn.
2. Clothes must conceal undergarments (boxers, thongs, undergarment straps, etc.) at all times. No see-through, excessively tight or torn, or revealing attire is permitted.
3. Shorts and skirts must be no shorter than mid-thigh at the elementary level (K-5) and just above the knee at the secondary level (6-12).
4. Pants must be worn at hip-level or higher (no excessive bagging or sagging).
5. No pajamas, slippers, or sleepwear of any kind is allowed.
6. Hats or head coverings (including sunglasses) of any kind are not allowed.
7. Shoes must be worn at all times.

Students are prohibited from wearing or carrying clothing, accessories or jewelry, or displaying piercings or tattoos, which by picture, symbol, or word, depict or allude to any of the following:

1. Drug usage, including alcohol and tobacco;
2. Controlled substances of any kind;
3. Drug paraphernalia;
4. Gangs;
5. Violence, hate groups, racial separation;
6. Sexually explicit, lewd, indecent, or offensive material; or
7. Illegal acts.
8. Visible body piercing or magnetic/glued jewelry on face, eyes, arms, hands, tongue, and feet is prohibited. Earrings and nose studs are allowed. Spikes, chains, wallet chains, studs, bolts, dog collars, needles, pins, sharp objects, or other jewelry deemed unsafe is not allowed at school.
9. Excessive or extreme makeup is not allowed.

### ***Lockers***

Lockers are available for all students. The locker will have a lock on it. The lock and locker is issued to each student at the beginning of the year. Each student is responsible for locker and lock throughout the year. Lost or damaged locks will be assessed a \$5.00 replacement fee. It is the student's responsibility to keep the locker orderly and clean. No writing or stickers are allowed. Students are not to trade or share lockers. Do NOT give your combination to anyone. The school is not responsible for lost or stolen items. Lockers are to be used before and after school and as needed between classes.

- Lockers are school property and remain in the possession and control of the school at all times.
- Students are permitted to use lockers for the limited purpose of temporarily storing items needed for classes and other school activities.
- Students are prohibited from storing weapons, drugs, or other contraband in their lockers.
- Lockers are subject to random or periodic searches by school officials, with or without notice; to ensure that the lockers are not used for improper purposes.

### ***Reflection Procedure***

Students are expected to follow the PAWS expectations. When a student chooses behavior that is not reflective of the PAWS, he/she will be warned either verbally or with a reflection sheet turned upside down on the desk. If the behavior continues, he/she will be asked to fill out the reflection sheet. The consequence for receiving 3 reflection sheets in one class or 2 reflections in one day, is a day in the PASS room. PASS (*Positive Alternative to School Suspension*) is used to keep the student in school where they can continue to study and are given time to reflect upon their behavior.

#### ***PASS Room (In-School Suspension—ISS)***

(TFSD Policy No. 3200)

The PASS (Positive Alternative to School Suspension) room will be made available for students who would otherwise be suspended from school for disciplinary infractions. The PASS room is a classroom with individual study carrels and is supervised by a staff member. Students will spend their assigned time in the PASS room working on school assignments. PASS room hours are from 7:30 am—2:45 pm. Students are expected to follow rules and procedures for the duration of their PASS room assignment.

#### ***Suspension (Out-of-School Suspension—OSS)***

(TFSD Policy No. 3200)

Student, who, because of their actions, are suspended from school will be afforded due process. Parents will be notified of suspension by phone and /or mail. Any student who is suspended is not to be present at or be on school grounds (or ride the school buses) for any reason whatsoever,

including all evening activities, until the day after their suspension is completed. It is the student's responsibility to get make-up work from their teachers.

***Resource Officer*** (TFSD Policy No. 5280)

The resource officer will be available to students and staff on an as-needed basis. An officer is assigned to the school and has an office in the administrative office area. The officer is an employee of the Twin Falls Police Department as well as the school district. The resource officer's role is to serve as a resource for interventions, investigations, and as a law enforcement official when needed.

***Rollerblades-Squirt Guns-Etc.***

Students are not to bring articles to school that are deemed inappropriate for a school setting. This includes such things as squirt guns, rollerblades, speakers, etc. Violation may result in confiscations and/or disciplinary action.

***Skateboards/Bicycles***

Students are NOT to ride bicycles or skateboards on campus. Students need to walk their bikes to the bike rack. Violation may result in confiscation and/or disciplinary action.

***Student ID Cards***

Students must have RSMS picture ID card to attend dances, sporting events and extra-curricular activities. Students who do not have a RSMS ID card with an activity sticker can pay the student rate for admission into sporting events and extra-curricular activities; but will NOT be allowed into school dances.

***Student Requests***

If a student wishes to see a counselor, another teacher, or administrator, he/she needs to submit a request to his/her teacher. The student will be contacted when the person requested is available.

***Student Backpacks***

Backpacks are not allowed in classes. Small cinch bags may be used to transport materials from class to class. The larger bags represent a safety concern.

***Medication*** (TFSD Policy No. 3510)

The office **does not** administer aspirin, Tylenol or any other OTC (over the counter) medication. No medications, prescription or non-prescription will be dispensed to a student by a teacher, secretary or other personnel without written permission from parent/guardian. Prescription medications **will not** be dispensed to students without a physician's approval form on file.

***Telephones***

Students needing to use the phone should first ask their classroom teacher. If a classroom teacher is not available and a call **must** be placed, then the student may ask to use the telephone in the office. If a parent/guardian needs to leave a message for a child he/she can call the main office. Requesting to speak to a student should be reserved for emergencies. (*See Electronic Device Policy for information on cell phone usage*)

# General Information (TFSD Policy No. 3440, 3440P)

The following fees may be paid when registering a student:

Activity Card	\$15.00
Locker Use Fee	\$5.00
PE shirt (families may provide their own)	\$6.50
PE short (families may provide their own)	\$10.00
Yearbook	\$35.00
Replacement card	\$5.00
Replacement agenda book	\$3.00
Replacement lock	\$10.00

**Students who have outstanding fees or fines WILL NOT BE ELIGIBLE to attend any field trips or rewards activities.**

### *Lost and Found*

Lost and found items are located in the cafeteria. Unclaimed items will be donated to a civic organization at the end of each term.

### *Textbooks* (TFSD Policy No. 3440)

All textbooks are loaned to students for their use during the school year. It is the student's responsibility to maintain the care for the books and return them at the end of the year in the same condition as they were received. Fines will be assessed for damaged or lost books. Report Cards can be withheld until textbooks and library books are returned or arrangements have been made.

### *Visitors* (TFSD Policy No. 4140)

All visitors to school must check-in at the main office and get a visitor's pass. Students are not permitted to have guests during school. Parents wishing to visit are required to check-in at the main office and obtain a visitor's pass.

### **Withdrawals/Transfers**

Students planning to withdraw from Robert Stuart Middle School to transfer to another school need to begin the withdrawal process in the office. All books and materials checked out to a student must be returned to the school. All lunch charges, library and school fines need to be taken care of in order to complete the withdrawal process. Grades and transcripts will not be sent if money is owed.

**Policy Statement** (TFSD Policy No. 2350)

Twin Falls School District does not discriminate on the basis of race, color, religion, sex, national origin, age or handicap. All interested persons, including those with impaired vision or hearing, may obtain information concerning the existence and location of Twin Falls School District services including, Section 504, special education, activities and facilities that are accessible to and usable by persons with disabilities by contacting the director of Support Services, 733-4861, ext. 3753, 201 Main Avenue West. To access TDD/TTY RELAY CALL 733-8456 ask for TDD/TTY phone number and state approximate time message will be sent or call 733-6900 and ask for the ADA Coordinator.

***Electronic Network Use Rules*** (TFSD Policy No. 2960, 2335, 3270)

Using the network is a privilege, not a right, and a privilege may be revoked at any time for unacceptable conduct. Unacceptable conduct includes the following:

- Using the computing devices or network for any illegal activity, including violation of copyright or other contracts.
- Using the computing devices or network for financial or commercial gain, including the development of Intellectual Property owned by the user.
- Attempting to circumvent any security, content filtering, or traffic management measures implemented by the school district.
- Using the computing devices or network while access privileges are revoked or suspended.
- Gaining unauthorized access to resources or invading the privacy of an individual or organization.
- Vandalizing the data of an individual or organization.
- Misappropriating or plagiarizing data.
- Unauthorized downloading of software or media.
- Willfully and knowingly sending, accessing, or attempting to access obscene or other inappropriate material.
- Using an account owned by another user without authorization.
- Publicly posting personal communications without the author's consent.
- Placing unlawful or unlicensed information on a system.
- Using abusive, vulgar, or otherwise objectionable language in either public or private messages.
- Using the network, any Internet site, network service, or messaging system to harass, threaten, intimidate, or otherwise bully another individual.
- Using the network wastefully in a manner that would cause degradation or disruption of system performance, waste resources, or otherwise interfere with the productivity of others.

### ***Technology***

TFSD shall uphold laws pertaining to the use of technology equipment and the information contained therein and/or generated by its use. Anyone found to be violating such laws shall be subject to suit for civil damages as well as prosecution by TFSD to the full extent of the law. It is possible for all users of the World Wide Internet (including your child) to access information that is intended for adults. Although TFSD has taken all reasonable steps to ensure the Internet connection is used only for purposes consistent with the curriculum, the district or the school cannot prevent the availability of – nor even begin to identify inappropriate material elsewhere on the Internet. Computer security cannot be made perfect and it is likely that a determined student could make use of computer resources for inappropriate purposes. There is a need for full disclosure and understanding for the partnership between parents, children and the school district in regard to technology and its use. An **Electronic Network Use Agreement** has been created to inform and provide knowledge of Internet access and to ensure that all parties understand the areas of responsibility identified. Each child will need to have an agreement form signed and on file for use of the Internet.

### ***Media Access***

Throughout the course of the school year, the media may be in our schools or at school-sanctioned events to cover our activities. Often, they are present at our request to showcase our students and teachers engaged in exciting educational activities. At times, the media has requested to cover a particular story. The majority of the media coverage featuring students are considered “human interest” stories that neither are controversial in nature nor contain sensitive subject matter. In accordance with the Family Educational Rights and Privacy Act, the Twin Falls School District includes in its classification of “directory information” student names and photographic images of students participating in regular classroom or school-authorized events, such as those noted above. This means that the media may publish and/or broadcast the names and photographs of students participating in school related activities without prior parental consent. While the district considers student names and photos as directory information, we understand that some parents have concerns about their child being identified by picture and name in the media. If you object to having your student participate in media coverage, where your student will be identified *by both photo and name*, please complete the media exemption form and return it to your child’s school principal. Each school will keep a record of the students who should be limited from media access. Please note, your permission will be assumed if the school does not have this completed form on file indicating your preference. It is important to understand this practice applies to the “human interest” stories mentioned above. In instances where the building administrator has a concern about maintaining student confidentiality or the sensitive nature of media related stories, parental permission will be sought prior to allowing the student to participate. If you have questions or concerns about this subject, please contact your child’s principal. He or she will be happy to discuss the issue and answer any questions you may have.

## ***TFSD Student Drug, Alcohol and Tobacco Use Policy (TFSD Policy No. 3321)***

The following is a brief description of the district substance abuse policy.

Any student who voluntarily discloses using or being under the influence of alcohol or any controlled substances before he or she is reasonably suspected to be in violation of the law and this policy will be provided anonymity to the extent that:

- Disclosure is held confidential on a faculty need-to-know basis; and
- Notification of the disclosure and availability of counseling is provided to the student's parent/guardian.

### ***Disciplinary Procedure for Substance Abuse:***

First offense – If a student is under the influence and/or in possession of alcohol, tobacco products or controlled or dangerous substances while on or near district property during school hours or at a school-sponsored activity:

- A legal citation will be issued by a law enforcement official.
- Parents/guardians will be notified by phone or in writing.
- The student will receive a minimum two-day in-school suspension.
- The student's name will be referred to the building Student Assistance Specialist or intervention trained professional which is responsible for implementing a plan to offer assistance to the student.
- A second and/or subsequent offense will result in citation, suspension and possible expulsion by the Board of Trustees.

If a student is involved in transmitting, trafficking in or distributing alcohol or controlled dangerous substance on school grounds or at any school sponsored function, law enforcement official(s) will be asked to intervene. If it is determined that the presence of said student is a detriment to the safety of the student body or self, there shall be a mandatory recommendation made by the school administrator to the Superintendent and the Board of Trustees for expulsion.

Twin Falls School District – Title 1- Robert Stuart Middle School  
2018-2019

***Parent/Student/School Compact***

*We want your child to be successful. In order for that to happen, we know that we must work together and support one another in that effort. Please read and sign this agreement, signifying your support.*

**Student Responsibility**

**v Learning Effort**

- ü Attain at least 90% attendance which includes tardiness and early pick-ups.
- ü Follow our core principles of personal responsibility, mutual respect, hard work, school pride and simple kindness
- ü Follow all school rules and procedures responsibly.
- ü Give best effort in school, even when it seems difficult.
- ü Pay attention in class, participate productively, and ask for help when needed.
- ü Fill out agenda book for each class period and complete all class work and homework assignments.
- ü Stay after school for extra help, or to retake tests or quizzes when necessary.

**Parent Responsibility**

**v Learning Support**

- ü Ensure your child has at least 90% attendance which includes tardiness and early pick-ups
- ü Check daily agenda, homework and sign weekly progress reports.
- ü Provide a time and place to do homework, and check to see that it is being done.
- ü If online access is available, check PowerSchool to receive weekly progress reports.
- ü Expect your child to do his/her best in school with encouragement.

**v Home/School Communication**

- ü Verify each absence of your child per school policy.
- ü Attend scheduled conferences and meetings with staff.
- ü Receive communications (phone class, e-mail, notes) and respond in a timely manner when necessary.
- ü Let the school know about any characteristics, problems, or medical concerns pertinent to your child.
- ü When you have a concern or problem, contact the persons involved first and the principal when necessary.

**v Mutual Support**

- ü Volunteer and visit the school as often as possible.
- ü Attend organized events in support of your child and the school.
- ü Speak positively about the school and staff.
- ü Always listen to both sides of a problem before making judgment.

**School Responsibility**

**v Learning Support**

- ü Provide a safe, respectful, and responsive school environment to allow all students to be successful.
- ü Teach the district curriculum as has been developed to provide a quality education.
- ü Use effective instructional strategies and classroom management techniques.
- ü Encourage students to fill our agenda books for each class period.
- ü Provide extra help and time to complete all class work and retakes until the end of the quarter.
- ü When needed and when possible, students will have additional instructional time through extra help classes and summer school.

**v Communication**

- ü Communicate rules and expectations to home at the first of the year, both school-wide and classroom.
- ü Provide academic progress reports weekly—formal reports at midterm and the end of the quarter.
- ü Receive communications (phone class, e-mail, notes) and respond in a timely manner when necessary.
- ü Send correspondence home in parents' home language if necessary and when possible.

**v Mutual Support**

- ü Inform PTSA of our needs for recruiting volunteers.
- ü Make phone calls when there is a problem or concern, and to share student successes.
- ü Provide programs, activities, and events that encourage learning and are of interest to students and families.
- ü Parents will be provided training on the classroom subjects when requested.





