



Middle School Handbook

2008-2009

Tuckers Crossroads School
5905 Trousdale Ferry Pike
Lebanon, TN 37087
615-444-3956 Phone
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Dear Parents and Students,

Welcome to the Middle School at Tuckers Crossroads! This is an exciting time in your child's life as they begin their transition into young adulthood. We are looking forward to a fantastic school year full of fun and new learning experiences. We have made some changes to the middle school faculty, but our mission remains to provide your child with the best possible education. It is the combined responsibility of parents, teachers, and students to make this school year a successful one. We are looking forward to working hand-in-hand with you and your child to make sure that every learning opportunity is maximized. Please feel free to contact us with any questions or concerns. The middle school teachers can be reached by phone, notes in the agenda, or through email. For your convenience, a list of email addresses and a picture directory are located on the subsequent pages. Together we can accomplish anything! We look forward to seeing each of you soon at TXR Middle School Parent Night in August and Parent-Teacher conferences in September.

Sincerely,

Your TXR Middle School Team

Michele Agee – Technology & Study Skills

Amber Barnett – 7th/8th English

Jada Boyd - Guidance

Lori Dedmon – Special Education

Cindy Haslam – 6th/7th/8th Science

Amanda McNabb – Educational Assistant

Melanie Mundy – 6th/7th/8th Social Studies

Joan Oxley – 6th/8th Reading

Anna Raines – 7th/8th Math

Joan Rempfer – 6th English & 7th Reading

Dixie Rury – 6th Math & 7th Science

TXR Middle School Policies

Grading Policy. Each teacher determines his/her own grading procedures, which should be outlined in a course syllabus at the beginning of the school year. Our school grading scale is congruent with the Wilson County scale that is listed below:

A 100-93

B 92-85

C 84-75

D 74-70

F 69 & below

I= Incomplete; student has not completed all assignments for the course and a grade average cannot be computed.

Incomplete Policy. Work is considered “incomplete” based on two criteria:

1. The assignment was not completed or turned in at all; or
2. The work was completed, but did not meet the minimum standards for that assignment. This assignment may also be labeled as a “redo.”

There will be a cut-off date every nine weeks for Incomplete work to be turned in. All work must be completed by the end of the nine weeks. Students who fail to complete their assignments for each subject area before the end of the nine weeks session will receive zeroes for those assignments. Redo Café and Saturday School may be used as options to help students who are unable to finish their incomplete work. TXR offers before school Extra Help sessions to help students with their assignments, Monday through Friday from 7:00a.m.-8:00a.m.

Students can be dropped off at the Kids’ Club entrance at 7:00 a.m. to attend an Extra Help session, or they are welcome to go down to the Extra Help Room when they get off the bus or are dropped off in the back of the school building as a car rider after 7:30 a.m. Students should come to Extra Help sessions prepared to work (i.e. they should have books, assignments, and other materials in their backpacks. This is not an opportunity for a locker break before school hours.)

All incomplete assignments will be graded and recorded by the appropriate teacher. Consequently, work that is one day late cannot receive an “A”. An assignment that is two days late cannot receive a “B”. Work that is more than three days over due will earn a grade no higher than a 70. Students are encouraged to complete all assignments on time. Please check your child’s agenda for information about missing work and Extra Help sessions. Teachers will report incomplete assignments in the agenda and on progress reports.

Make-Up Work. Students who are absent from school will have a folder sent around to each class that they miss. The folder contains an assignment sheet on which is recorded the assignments your child missed that school day. Per Wilson County Board Policy, students who miss school have a total of one day per day they were absent, plus one day, to make up absent work. For example, if a student is absent one day, they have two days to make up the assignment. Also, only students with an excused absence will be allowed to make up work for a grade. Assignments for unexcused absences will not be given a

grade. Please note that out-of-school suspension (OSS) is an unexcused absence. Tests that are missed due to unexcused absences can be made up for a grade no higher than an 84 C. Students must request to take the test upon their return to school. Please be sure that if your child misses school, send a note of explanation (a doctor's excuse if necessary) to the main office. This will ensure that your child's absence is properly recorded as excused or unexcused. **Please do not write excuse notes in the agenda. Write them on a separate sheet of paper that can be turned in to the office for record-keeping. Thank you!**

Cheating/Plagiarism. Any student caught cheating or plagiarizing the work of another individual will receive a zero for that assignment or be given a comparable assignment. Cheating is defined as GIVING or RECEIVING information on any assignment, project, or test. Plagiarism is defined as presenting another person's work as one's own.

Lockers/Cubbies. All students will be issued a locker or cubby for book/backpack storage. Students should not carry backpacks to class since they are issued a place to store these materials. **Please do not purchase locks for lockers.**

Snacks. All students will be given a snack break during their first academic class of the day (between 9:30 and 11:05). The snack time will be up to the teacher's discretion for that class. We encourage students to bring only healthy, nutritional snacks. Also, students may have non-carbonated beverages. However, no food or drink is permitted in the computer lab.

TXR Middle School Rules 2007-2008

1. Respect self, peers, authority figures, and property.
2. Have necessary materials for class.
3. Your parent/guardian and teachers must sign your agenda every day.
4. Only water is permitted in class.

Consequences

1. Every student has an opportunity to earn three points per class period, including during their morning elective block. This makes for a total of fifteen points per day, and seventy-five points per week. Points are rendered using the following scale:
 - 3 = No improvement needed
 - 2 = Some improvement needed
 - 1 = Needs improvement
 - 0 = Unsatisfactory behavior in class
2. Points will be tallied from Wednesday of one week to the Thursday of the next week. In this way, students and teachers will know ahead of time those who will

to attend the Reward Session every 4 ½ weeks when progress reports are distributed.

3. Students who do not earn the minimum number of points (95%) will remain in a Study Hall setting until dismissal time.
4. Due to the severity of some offenses, an immediate office referral may be issued.

TXR Middle School Expectations

The following list includes expectations that we as teachers have for all of our students. These procedures will be practiced for a period of time, but will become expected of our students on a regular basis. If procedural violations become a habit, students may receive a point deduction or be required to correct the violation—for example: If a student does an assignment in pen, he/she may be required to re-copy the assignment in pencil before it is graded. Or, if a paper is improperly headed, the student would have to fix the heading before the paper is graded. Also, students who damage their agenda may be required to purchase a new one. These procedures are in place to help our classes run smoothly on a day-to-day basis and give structure to the learning environment.

1. Be on time.
2. Unless given special instruction, all student work must be completed in pencil.
3. Assignments copied in the agenda must be **written in pen**.
4. No computer disk used on a home computer can be used at school. Consequently, no school computer disks are to be taken home for personal use. This protects our computers as well as your home computer from viruses or other complications.
5. All papers must be headed properly.
6. Locker breaks are built into the schedule. No student should be at the lockers outside of scheduled breaks unless given permission by a teacher or administrator.
7. Restroom breaks are also provided between classes. No students should be in the restrooms outside of those scheduled breaks unless given permission by a teacher or administrator.
8. Pages are not to be torn out of the agenda for any reason. Pages that are accidentally ripped or torn should be stapled or taped back into place.