

Consuelo Mendez STEM Academy

**5106 Village Square Dr.
Austin, Texas 78744
(512) 414-3284 Phone
(512) 442-5738 Fax**

Student Handbook & Code of Conduct 2020-2021

Joanna Rowley, Director

Donna Wise, Academic Dean

Assistant Directors:

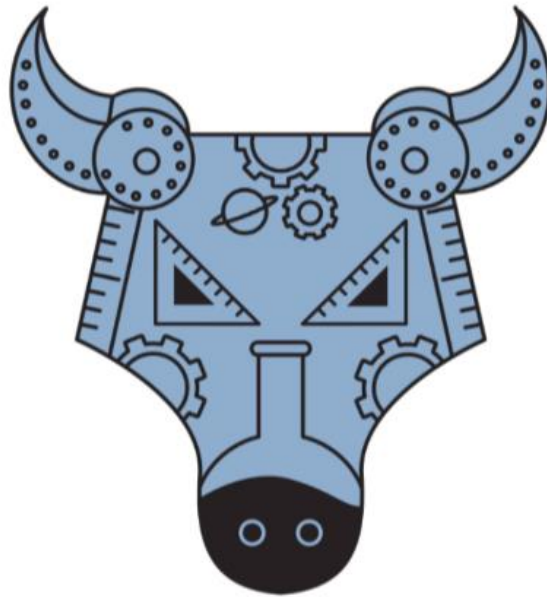
Juan Haney

Yolanda Rodriguez

Roxanne Walker

MASCOT:
MAVERICK

COLORS:
COLUMBIA BLUE, SILVER & BLACK



CONSUELO MENDEZ STEM ACADEMY SCHOOL SONG

Stand ye faithful Consuelo Mendez Middle School Mavericks
Silver, white and blue
Come together, raise your voices
Mighty bold and true
We will hail thee ever loyal
We'll march proudly through
Our beloved Consuelo Mendez Middle School Mavericks
Silver, white, and blue.

CONSUELO MENDEZ STEM ACADEMY FIGHT SONG

Fight for the Mavericks
Fight for all to see...
Fight for the Mavericks
We are cheering faithfully...
Glory and honor
Bring to you and me...
Fight for the Mavericks

And go on to victory...

VISION STATEMENT:

Equip every student with the knowledge, skills, and principles to succeed as a global citizen and contribute in a competitive and technologically advancing world.

MISSION STATEMENT:

We believe in diversity and equality. In order to develop 21st century citizens, we collaborate and engage with our students. By creating a safe, creative, and accepting learning environment we work to prepare our students for tomorrow's careers.

BELIEF STATEMENTS:

- All students should be challenged with a creative and rigorous curriculum.
- Students should have a variety of opportunities for success.
- Learning is a life-long process.
- All students need a safe and supportive environment.
- Instruction should be relevant, varied and address the individual needs of students.
- All students deserve respect.
- Students should develop personal and civic responsibility.
- Education is a partnership between the school, students, parents and the community.

SCHOOL HISTORY:

Built on 22 acres of land, Consuelo Mendez Middle School has 172,000 sq. ft. of space, which was built in 1987. It is named after Consuelo Herrera Consuelo Mendez Middle School, the first Hispanic teacher in AISD. Consuelo Mendez Middle School has three buildings that house classrooms, labs and a 499-seat theatre. Additionally, Consuelo Mendez Middle School has four tennis courts, a football field with track and softball fields.

Administration

Joanna Rowley - Director

Donna Wise - Academic Dean

Juan Haney

Assistant Director

Yolanda Rodriguez

Assistant Director

Barbara Goodin-Clark

Counselor 7th/8th

Roxanne Walker

Assistant Director

Lydia Araujo

Counselor 8th/6th

Welcome to Consuelo Mendez STEM Academy!

At Consuelo Mendez we dare to excel in every area of participation. As we enter a new school year, we hope that you and your child will become actively involved in our campus activities and traditions of excellence.

Students at Consuelo Mendez STEM Academy are expected to meet or exceed the academic and behavioral standards set for them. In order for all Maverick students to thrive academically and socially, we have designed a school learning community with very clear academic and behavioral expectations for the purpose of creating a safe, nurturing, and structured learning environment.

The information presented in this handbook is designed to help all students maximize their achievements this year.

We are pleased that you are a part of the Consuelo Mendez Learning Community and we eagerly look forward to your child's approaching successes and invite you to visit the school as often as possible. This is going to be our best year yet!

#IMPACT!

TSTEM Partnership

In 2018 Mendez began an educational partnership with the Texas Science, Technology, Engineering and Mathematics (STEM) Coalition. This Coalition is a STEM Education focused 501c3 non-profit professional organization created to address the challenges of tomorrow's technology-driven economy by researching, developing, and supporting best practices in STEM education for K-12 schools. The Texas STEM Coalition is composed of T-STEM Centers and other members work to advance STEM in the K-12 sector. The coalition works with schools seeking T-STEM Designation or any school that wants to enhance STEM programming. The Texas STEM Coalition and its members work with STEM Academies as well as all Texas schools to transform teaching and learning methods, improve achievement in STEM education, and ensure all students are STEM college-ready, career-ready, and life-ready.

TSEM Mission : The Texas STEM Coalition works directly with educators to prepare all Texas students to thrive in the 21st Century global economy by leveraging its extensive network of expertise, partnerships, resources and experiences. The Texas STEM Coalition goals include:

- transform teaching and learning in STEM,
- transform teacher preparation in STEM,
- promote the implementation of innovative, research- and standards-based STEM practices that align with the Texas College and Career Readiness objectives, and
- disseminate STEM best-practices through an effective state-wide alliance and beyond.

TELEPHONE DIRECTORY

Consuelo Mendez Middle School	512-414-3284
Joanna Rowley - <i>Director</i>	512-414-3284
Donna Wise - <i>Academic Dean</i>	512-414-3513
Juan Haney - <i>Assistant Director</i>	512-414-3507
Yolanda Rodriguez - <i>Assistant Director</i>	512-414-3505
Roxanne Walker - <i>Assistant Director</i>	512-414-3508
Barbara Gooden-Clark - <i>7th/8th Counselor</i>	512-414-3515
Lydia Araujo - <i>6th/8th Counselor</i>	512-414-3528
Attendance Clerk	512-414-3571
School Resource Officer	512-414-4130
Vanessa Espinoza - <i>Graduation Coach</i>	512-414-3517
Nurse	512-414-3516
Cafeteria	512-841-7530
Orchestra	512-414-3518
Library	512-414-3529

**Band
Athletics**

**512-841-1009
512-414-3523**

**AISD Central Office
AISD Transportation**

**512-414-1700
512-414-6500**

THINGS YOU NEED TO KNOW AS A MAVERICK!

ATTENDANCE – ***Academic success and school attendance go hand in hand. Hence it is important that students attend school everyday.*** If a student is absent for any reason, the parent must bring or email a written note to the attendance clerk (414-3571) within 10 days of the absence. A note from a doctor may be required.

In accordance with the Texas Public School Law, AISD attendance policy states that a student must be in attendance 90% of opportunities in order to get credit for classes taken. Students with less than 90% attendance may request an appeal to the grade level administrator for an attendance committee review. If a student completes a credit recovery program, the committee can clear absences. Should attendance become a problem, a legal case is filed against the student and family for violating the Compulsory Attendance Law.

BEFORE/AFTER SCHOOL – The building opens at 7:40 a.m. Upon entering the building, students must report to the cafeteria or gym. 6th graders report to the cafeteria; 7th and 8th graders report to the large gym. Students in the cafeteria will be dismissed by tables; students in the gym will be dismissed by bleachers.

the building at 3:40.
after school tutorials must
teacher or be escorted
by the teacher. Students
activities such as ACE, etc.
building through the
the C-building. Students
building beyond 3:40 p.m.
be given a consequence.
general supervision duty
Students who do not have
must leave campus by

ALL students must exit
Students attending
have a pass from a
back into the building
attending after school
must reenter the main
entrance doors near
who remain inside the
without permission will
Teachers are on
until 3:50 p.m. only.
permission to stay
3:50 p.m.

2020-2021 Bell

6TH GRADE		
A Day	TIMES	B Day
Breakfast	7:50 – 8:10	Breakfast
Period 1	8:10 – 9:50	Period 5
Period 2A	9:54 – 10:44	Period 6A
FIRST LUNCH	10:48 – 11:18	FIRST LUNCH
Period 2B	11:22 – 12:12	Period 6B
Period 3	12:16 – 1:56	Period 7
Period 4	2:00 – 3:40	Period 8
7TH GRADE		
A Day	TIMES	B Day
Breakfast	7:50 – 8:10	Breakfast
Period 1	8:10 – 9:50	Period 5
Period 2	9:54 – 11:34	Period 6
SECOND LUNCH	11:38 – 12:12	SECOND LUNCH
Period 3	12:16 – 1:56	Period 7
Period 4	2:00 – 3:40	Period 8
8TH GRADE		
A Day	TIMES	B Day
Breakfast	7:50 – 8:10	Breakfast
Period 1	8:10 – 9:50	Period 5
Period 2	9:54 – 11:34	Period 6
Period 3A	11:38 – 12:28	Period 7A
THIRD LUNCH	12:32 – 1:02	THIRD LUNCH
Period 3B	1:06 – 1:56	Period 7B
Period 4	2:00 – 3:40	Period 8

BICYCLES – Students who ride bicycles to school should be certain that their bikes are secured with a bicycle chain/lock. Bicycle racks are located in the front area of Mendez for student use. Students are not to chain bicycles to the fence. Mendez assumes no responsibility for bicycles.

BIRTHDAY AND SPECIAL OCCASION PARTIES – Birthday and special occasion parties in the classroom/at school are **not allowed**. Flowers and balloons for celebrations **will not** be delivered to the child during the school day. Also, cupcakes, cake, treats, sodas, pizza, etc. cannot be distributed at school during the school day, which includes lunch. Our school is abiding by the Nutritional Guidelines adopted by the district.

BOOK BAGS/BACKPACKS – Students may bring materials to school/class in a school appropriate book bag or backpack. Please remove all class necessary items prior to the start of class. All book bags and backpacks **should be kept in the designated area of the classroom or at their desks and not accessed during class without teacher permission. NOTE:** An administrator may search book bags or backpacks if there is reasonable suspicion of inappropriate or illegal items being kept inside the bag/backpack.

BULLYING – Students shall not engage in harassment motivated by race, color, religion, national origin, sexual orientation, gender, or disability and directed toward another student. A substantial charge of harassment or bullying against a student shall result in disciplinary action. The term “bullying” includes aggressive behavior or intentionally doing harm that can be physical, verbal, or emotional occurring among students where the student who bullies has more power than the target. Students who believe they have been harassed or bullied by fellow students or District employees are encouraged to promptly report such incidents to the counseling staff, campus administration, or other campus professionals.

CAFETERIA – The Mendez cafeteria offers hot lunches and snack-bar items. Cafeteria expectations to remember:

- **Students Expectations:**
 - Students will walk calmly to the cafeteria with their lunch period teacher.
 - Sixth Grade students will remain seated until the lunch monitor dismisses them to get lunch.
 - Students will walk calmly and wait behind the last person in line to get their lunch.
 - Students will use expected voice level and language while in the cafeteria at all times.
 - Students will collect all the necessary items they need for lunch before walking to their table.
 - Students will stay seated until the lunch monitor dismisses you to throw your trash away.
 - Students will raise their hand if they need assistance from the lunch monitor.
 - Students will not take any food or drink from the cafeteria unless escorted by a teacher.
 - **ALL Electronic devices, including Chromebooks, are NOT permitted.**

- Students may visit restrooms during lunch time with permission from the main door monitor. Only one boy and one girl at a time will be granted permission.
- Students may leave the cafeteria for the library or teacher's classroom IF they have a pass containing their name, date and the teacher's name OR with the actual teacher.
- **Food Delivery:**
 - Students cannot order outside food to be delivered to campus, regardless of time of day.
 - Parents may bring lunch to students ONLY during lunch period.
 - Parents may not bring outside food for classrooms regardless of occasion. (*See "Birthdays and Special Occasions above."*)
- **Free and/or Reduced Lunches:**
 - All students receive free lunch and breakfast. Breakfast is served between 7:50-8:10 every morning.

CARE OF BUILDING and/or DISTRICT EQUIPMENT – Students are expected to care for equipment and facilities appropriately. If a student causes damage, or creates a mess, whether willfully or through negligence, he/she is expected to clean up what they have done and/or will be held responsible for making full payment for damages. Destruction of campus/district property will not be tolerated and may lead to disciplinary action.

CHROMEBOOKS - Consuelo Mendez STEM Academy is a 1:1 computer campus. All current students will be issued an AISD Chromebook if not already in possession of one from another AISD Campus. Proper use and maintenance of these computers is the responsibility of each student. These computers are to be charged and brought to campus everyday. It is strongly recommended that students carry chromebooks in their backpack or a separate case. See "Care of Building/Equipment" for additional information about care of AISD property.

If a student fails to bring their Chromebook to campus, they will be directed to the Library's Media Center to check out a campus computer. **ALL borrowed Chromebooks MUST be turned in during the last period of the school day.** Parents will be notified if students fail to return Chromebook or who excessively fails to bring their personal computer to campus.

CLOSED CAMPUS – All middle schools are closed-campus facilities. After arriving at school, a student may not leave campus until completing his/her last class of the day including lunch in the cafeteria on campus. A parent/guardian may make a written request for a student to leave campus for appointments or family reasons. The request is to be presented to the appropriate school official in the Main Office and a permit to leave may be obtained.

CLUBS/EXTRACURRICULAR ACTIVITIES – Mendez has a wide variety of programs in which students may get involved. These activities meet, practice and/or perform either before or after school. Each activity has its own criteria for participating. However, All Mendez students meeting the criteria and willing to be an active member are welcome to participate.

Among the activities are:

- National Junior Honor Society
- Student Council
- Cheerleading
- Pep Squad
- Athletics
- Band
- Orchestra

- Kickstart
- ACE
- Tutoring

National Junior Honor Society:

Membership in the National Junior Honor Society is based on the four ideas – scholarship, character, leadership, and service. A committee of both faculty and staff makes final recommendations based on the character eligibility. Regardless of scholastic rating, the vote of the committee is final in all selections.

Student Council:

The Mendez Student Council is composed of representatives from all grade levels. The goal of the Student Council is to contribute in the areas of education, community service, social and recreational activities, health and safety, and attitude improvement. Members provide the means to develop cooperation among students in school projects and encourage student involvement.

Band:

The band program at Consuelo Mendez STEM Academy has experienced tremendous growth and we welcome any student who would like to learn how to play a band instrument. Band is a place of honor and all band students must exhibit appropriate behavior during performances or they run the risk of removal from the performance part of the program. Contact a director in the band room or call 841-1009.

Cheerleaders:

The Consuelo Mendez Cheerleaders promote school spirit and lead cheers at athletic events. Throughout the school year, the cheerleaders represent Mendez at many functions. To be eligible to try out for Mendez Cheerleader, a student:

- Must be in 8th grade.
- Must maintain passing grades
- Must have displayed positive behaviors.

There are fees for uniforms and pom-poms for those selected to be a cheerleader. Failure to maintain grades, paying outstanding balances, and following behavior expectations can result in a student being dismissed from the squad.

Pep Squad:

Consuelo Mendez Stem Academy has a Pep Squad whose purpose is to promote school spirit and to assist the Cheerleaders at football and basketball games. The Pep Squad is open to all Mendez students who are in good academic and behavioral standing. There is a nominal cost for uniforms and pom-poms. Failure to maintain grades, paying outstanding balances, and following behavior expectations can result in a student being dismissed from the squad.

Athletic Teams:

A student may play on an athletic team by the recommendation of the coach usually through a 'tryout' process. All participants on an athletic team must have a medical physical/exam. Mendez has the following athletic offerings:

- 7th & 8th Grade Boy's/Girl's Basketball
- 7th & 8th Grade Boy's/Girl's Track
- 7th & 8th Grade Girls' Volleyball
- 7th & 8th Grade Football
- 7th & 8th Grade Boy's/Girl's Tennis

- 7th & 8th Grade Boy's/Girl's Soccer

Eligibility:

Students who wish to participate in extracurricular activities must be aware of the rules that govern these programs. A student may not participate in extracurricular activities during the 6 weeks following a grading period in which the student earned a failing average (69 or less) in any class. Failing grades earned in the last 6 weeks of the year will NOT result in a student being suspended from extracurricular activities for the first 6 weeks of the next school year. Athletes must also complete weekly check sheets to ensure proper conduct. Failure to complete these check sheets may result in a lost playing time.

COMMUNICATION PROTOCOL – Responding to parental communication is of utmost importance. To ensure that communication is returned to you in a timely manner, parents are asked to follow the protocol below for any concerns or needs:

First Step: Start with the classroom teacher if it is a concern regarding a teacher. If it is a campus issue, not a teacher issue, please contact the grade level Assistant Director.

Second Step: If the matter is not resolved after meeting or speaking with the classroom teacher, communicate your concern to the grade level Assistant Director.

Third Step: If the matter is not resolved after working with the grade level Assistant Director, contact the Director's Secretary, **512-414-3284**, to schedule a meeting with Director, Mrs. Rowley.

This protocol ensures that contact is made with you within 24 hours. Unfortunately, due to the Director's schedule she is often unavailable and wants to ensure that communication does not get delayed due to her absence from campus. It is her expectation that a response will be within 24 hours of making a call.

COMPUTER USE – Students are granted access to the Districts' electronic communication system that includes the Internet. This access is considered a privilege, not a right. If a student causes any damage to technology equipment or attain access to unauthorized information, willfully or through negligence, they may be subject to possible legal or AISD disciplinary action. As a result of damage, restitution may be recommended.

COUNSELORS – Guidance counseling services are available for every student at Consuelo Mendez STEM Academy. Services include school planning, interpretation of test scores, career and occupational planning, group guidance, student skills, help with home/school/social concerns, referrals to outside agencies, mentor assignments, and any question the student would like to discuss with the counselor. You may contact the secretary in the counselor's office before, during, or after school, to set up a time to see your grade level counselor.

DRESS CODE – Students are expected to dress appropriately for school. Based on case law, police reports, fire department regulations, and to ensure student safety the following dress code has been adopted by Mendez:

<p>6th Grade ANY gray collared shirt/Solid gray T-shirt 7th Grade ANY blue collared shirt /Solid blue T-shirt 8th Grade ANY black collared shirt /Solid black T-shirt</p>	<p>6 • Grado (CUALQUIER camisa con cuello gris o camiseta totalmer sin logotipos)</p>
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Sweatshirts:

Sweatshirts or sweaters must match grade-level shirt color and be solid.

Pants:

Fitted blue/black jeans or khakis. Excessive holes above the knees, leggings, jeggings, joggers, saggy pants or visible underwear, or shorts are not allowed.

Shoes:

Any color closed toe shoes/boots with rubber soles. Slippers, slides, Heelys, or steel-toe boots are not allowed.

Spirit Days and College Days:

Wednesdays: college shirts - Any College of choice with uniform pants and shoes.

Fridays: spirit shirts – Mendez, Akins, Travis spirit shirt with uniform pants.

Free Dress Days:

Any color shirt, T-shirt, with uniform pants or dress of any ACCEPTABLE style (no spaghetti straps, see-through, rips, low-cut). References to obscenities, sex, drugs, alcohol, racism, gangs, death, or violence, are completely prohibited.

*Mendez Administration makes the final determination on whether a student's dress conforms to the Mendez Dress Code Policy.

**Any form of attire that references obscenities, sex, drugs, alcohol, racism, gangs, death, or violence are completely prohibited. These items will be confiscated.

azul sin logotipos)

8 o Grado (CUALQUIER camisa con cuello negro camiseta totalme negra sin logotipos)

Estudiantes también pueden ponerse una camisa de mangas largas de color apropiada para el grado debajo de su camisa/blusa.

Sudaderas:

Los estudiantes pueden usar una sudadera o un suéter que coincida con el color de su grado sin logotipos.

Pantalones:

Pantalones/*jeans* azules, pantalones *khaki* (café claro) o negros que no estén flojos, sin rompidas. Por favor de no vestir con mallas, *leggings*, *jeggings*, shorts, o pantalones de ejercicio y que están flojos y se vea la ropa interior.

Zapatos:

Cualquier color de los zapatos /botas cerrados. Todo zapato debe tener suela de goma. (No se permiten zapatillas, chanclas, *Heelys* o botas con metal en las puntillas)

Días de Celebración y días de colegio

Miércoles- Camisetas de la universidad todos los miércoles, vestir con los pantalones de uniforme.

Viernes- Pueden vestir con camiseta de Méndez, Akins, o Travis. Debe vestir con pantalones de uniforme.

Días libres de vestimento

Cualquier color de playera o camiseta. Cualquier vestido ACCEPTABLE (con mangas, no transparente, sin rompidas, y cualquier de vestimentas que haga referencia a violencia o tenga obscenidades, pornografía, drogas, alcohol, racismo, pandillas, o muerte.)

**Cualquier de vestimentas que haga referencia a violencia o tenga obscenidades, pornografía, drogas, alcohol, racismo, pandillas, o muerte. Estos artículos serán confiscados.

Any student violating the dress code is required to complete a dress-code violation form and will be given the opportunity to have someone bring them the appropriate clothing. If no one is available to bring the appropriate school clothing, the student will be assigned to the "In-School Suspension" classroom to complete their assignments for the rest of the school day. Continued disregard of the dress code will result in further disciplinary action.

If a parent does not have the financial means to provide the appropriate attire for school, then they may communicate with the Mendez Parent Support Specialist, who will make arrangements to provide for the student. Mrs. Victoria may be reached at 512-414-3509. There are no exemptions, with the exception of religious reasons.

EMERGENCY CARE INFORMATION – Students are required by law to have emergency information on file at school. Students are issued an emergency care form at the start of the school year to update and complete this information in order for Mendez to maintain correct records. If a student moves, has a change in phone numbers or the parent/guardian changes jobs, the change(s) needs to be reported as soon as possible. Please contact 414-3284 to report any changes. It makes a tremendous difference in Mendez’s efforts to keep parents/guardians informed about their student(s) especially in an emergency situation.

FUNDRAISERS – You cannot sell anything or raise funds without the prior approval of the School Director. **Students who are raising funds for a school-sponsored organization may not sell any food or candy products during school hours. (7:50 a.m. – 3:40p.m.)**

FIELD TRIPS/SCHOOL DANCES – Consuelo Mendez STEM Academy sponsors several dances each year. All eligible Mendez students may attend. Students are ineligible to attend a school dance or rewarded field trips if (a) the student has been suspended or expelled during the semester the activity is held, (b) the student has been assigned to BMC during the semester, (c) the student has an outstanding obligation that has not been cleared or dismissed. Returnees from the Alternative Learning Center may not attend dances or rewarded field trips during the semester of their return. Students must be picked up at the time the dance ends. If not, students who are not picked up within 15 minutes after the dance has ended will not be allowed to attend the next dance. Students are to remain inside the dance until it ends unless a parent signs them out through the office.

GAMES – (Football, Volleyball, Basketball, Soccer) – Once you enter a school sponsored event, you are to remain until the end of the game or until a parent picks you up. If you leave the field or the building you will be charged again to reenter. During volleyball and basketball games, any student leaving the gym more than once will be charged again to reenter the gym. All games start at 6:00 p.m. Students may be suspended from attending any or all games for **Student Code of Conduct** violations. **Students who are not picked up in a timely manner (15 minutes after the last game ends) may lose privileges for attending future games or events.**

At all sporting events, the following expectations must be followed by both students and family members:

- ❖ All cheering must be done in a positive and respectful manner.
- ❖ Treat opponents and game officials with fairness and respect.
- ❖ Take defeat without complaint and victory without gloating.
- ❖ Respect and value sportsmanship.
- ❖ Keep hands, feet, and objects to yourself.
- ❖ Help keep your area clean before you leave.
- ❖ Be sure to have a ride home prepared ahead of time.

GIFTED AND TALENTED/ TALENT EXPLORE IDENTIFICATION – If you’re interested in GT Identification you can nominate yourself for consideration. Your parents and your teachers may also recommend you. Based on ranges established in the District GT identification guidelines, the Campus Committee makes a final decision regarding selection. If you are approved by the campus committee, you are identified as Gifted and Talented.

GRADING AND ACADEMICS – Report cards are issued at the end of each 6-week grading period (*see calendar*). At the midpoint of each 6-week grading period, progress reports may be sent to notify parents of problems or to commend students. The progress reports note academic problems

or successes as well as behaviors that promote or hinder academic success. Students are promoted to the next grade level if they have an average of 70 or above in three out of four core academic classes AND maintain an overall average of 70 for all classes. Parents are encouraged to contact the grade-level counselor for information concerning their student's report cards or academic status.

HALLS – When leaving class, students must have an official teacher pass. Students found in the hall without a pass will be brought back to their classroom and consequences will be given. Students are expected to follow the hallway etiquette at all times. Students will not be released from class during the first ten minutes and the last ten minutes of class unless called to the office by an administrator.

● ***Student Hallway Expectations:***

1. Students will walk on the right-hand side of the hallway and stairwell. When entering or exiting a building or common area, students will use the right side of the door.
2. Students will walk to the appropriate destination; keeping hands, feet, and objects to themselves.
3. Students will use appropriate voice level and language with everyone.
4. Students will respond immediately and politely to any staff redirection.
5. Students must have the campus approved pass to leave the classroom.
6. Tardies: students will be counted tardy when their teacher shuts the door after the four-minute passing period has elapsed.
7. Students will use the appropriate grade-level stairs.

HONOR ROLL – Mendez has three honor-roll levels. Qualifying students are determined for each 6-week grading period. The levels are:

- 1st Honor Roll 3.50 and up 95-100
- 2nd Honor Roll 2.90 to 3.499 85-94
- 3rd Honor Roll 2.40 to 2.899 84-88

ILLEGAL ITEMS – *The use or possession of any item listed below is not permitted in the school building, on campus, or at school-sponsored events. Any such item found in the possession of a student will be confiscated and submitted to the assistant directors. In some instances, disciplinary actions including suspension, removal, or expulsion could result. Also, depending on the nature of the incident, legal action may be required.*

- ***Alcoholic beverages, narcotics, over-the-counter medications, vape pens, cigarettes, tobacco products, inhalants, cigarette lighters, matches***
- ***Fireworks and stink bombs***
- ***Knives, weapons, play guns, water guns***

ILLNESS – If a student becomes sick at school, they must report to their teacher and then to the school official medical personnel. Parents are to be notified by medical personnel of the situation. If it is deemed necessary by medical personnel the parent may be requested to pick up the student. If a situation warrants, EMS will be called. Medical personnel/nurse schedules change from year to year. Check in the office for the current year's schedule.

IMMUNIZATIONS – Policy specifies that AISD students be current with their immunizations to attend school. Parents are notified of any deficiencies. If the deficiencies are not taken care of, a student must leave school until these deficiencies are corrected.

INAPPROPRIATE ITEMS OR ELECTRONIC DEVICES/ACCESSORIES – The use or possession of any item listed below is **not permitted** in the school building during school hours. Any such item found in the possession of a student will be confiscated and submitted to the assistant directors. Parents will be notified and a warning issued on the first offense. A second offense of these same items will result in the parent being required to pick up the item. In some instances disciplinary actions including suspension, removal, or expulsion could result. The school and staff are not responsible if these items are misplaced, lost or stolen – the administration will not conduct any type of investigation.

INAPPROPRIATE ELECTRONIC DEVICES, ACCESSORIES OR ITEMS

- Cell Phone
- Smart Watch
- Chargers
- Earbuds
- Balloons
- *Laser pointers (*These items are not prohibited on campus at any time.*)
- Permanent markers; marks-a-lot; sharpies, etc.
- PSP's /Nintendo DS
- Speakers/radios
- Skateboards
- Stuffed animals
- Video games
- Blankets
- Any other non-school related items

Cell Phones/Chargers/Earbuds/Headphones/Smart Watches – These items should not be visible or in use while at school. Phones must be powered off at all times. "OFF and OUT OF SITE" If they are confiscated:

FIRST OFFENSE: they will be returned to the student at the end of the school day (4:00) and a parent will be notified;

SECOND through the FIFTH OFFENSE: a parent must pick up item; or

SIXTH OFFENSE: a parent must pick up the accessory, and further consequences may be issued for persistent behavior. Further consequences may/may not include a fine.

LOCKERS – Students who are in Physical Education or Athletics classes will be issued a locker in the athletics locker rooms. Students are encouraged to bring a combination lock (MASTER LOCK BRAND PREFERRED) that they can use for their athletic locker. Students are responsible for locking their locker and are discouraged from bringing any valuable items to school.

Mendez will not issue students a hallway locker. All books and personal belongings will be kept in a student's backpack/book bag.

LOSS OF HONORS – Being a Mendez athlete, cheerleader, band member, Office Assistant, Pep Squad Member, Honor Society Member, etc... is a privilege. Students associated with these groups are expected to exhibit responsible behavior at all times. Any student who participates in any

serious misbehavior is subject to loss of honors and privileges associated with membership in these clubs and organizations.

LOST & FOUND – Lost books, clothing, and other personal articles are turned in to the office for placement in the lost and found cabinet. Unclaimed items are periodically donated to charitable organizations; therefore, students need to claim property in a timely manner.

MAKEUP WORK – You can make up your work if you have had an absence; you have to set things up with the teacher to make up work. If you know you will be gone ahead of time, get a prearranged absence form from the office, have a parent sign it, take the form to each teacher for work/signature, and return the work when you come back to school.

Make-up work should be completed within 5 school days, except in unusual circumstances. If a student is absent for an extended period of time, assignments may be secured by calling the counselor's office at 414-3514 or attendance at 414-3571. All requests for homework should be made a day in advance. Students will also be given an opportunity each week to make up missing work during after-school office hours.

MEDIA CENTER (LIBRARY) – The Mendez Media Center is open each school day. A pass from a teacher is necessary for students to use the Media Center during school hours. Students are to return books and other items promptly. If a student loses or damages an item, he/she must pay a fine before he/she can check out any additional materials.

• **Students Expectations:**

1. Classes will wait at the Media Center entrance for the teacher before entering.
2. Individual students visiting must have a pass signed by the teacher, must sign in immediately, and must be signed out by Media Center staff.
3. Individual students must check out materials within 10 minutes and return to class.
4. Students will use the expected voice level and language with everyone.
5. Students will respond immediately and politely to any staff redirection and reteaching.
6. Individual students will use computers for school-related work only and must have a pass from a teacher stating computer use is requested.
7. Students will clean their work area prior to leaving.

MEDICINE AT SCHOOL – If you cannot take medicine at home, then you **MUST** bring a signed note from a parent to the nurse with the medicine. Give all medicine to the nurse to control it for you. Bring the medicine in the prescribed pharmacy container, and bring all non-prescription medicine in the original container. Aspirin, Tylenol or other over-the-counter medications cannot be administered to students under any condition.

MESSAGES TO STUDENTS – Be sure to make your plans ahead of time; we cannot interrupt classes to give students a message unless the school determines it is an emergency. Students will not be able to call or receive messages via personal devices during the school day.

NURSE – The nurse is available the majority of the school day for students with medical emergencies and problems arising during school hours. Always notify the nurse if your child has any major medical condition, such as asthma, epilepsy, severe food allergies, sickle cell anemia, etc. If a student needs to see the nurse, he/she must have permission and a pass from a teacher to go to the nurse. In the event that a nurse is not on campus, the office staff will oversee the health staff duties.

OBLIGATIONS – Many events are scheduled for students such as dances, field trips and other campus sponsored events. Students who owe money for lost books, library overdue books, or fundraiser funds can be prevented from participating until the obligation is paid. Students are urged to be responsible and take care of their obligations in a timely manner.

OFFICE HOURS – The main office will be open from 7:30 am to 4:30 p.m. each school day.

PARENTAL VISITATION – Mendez encourages parents to come visit their children at school or help at school! Just be sure to call ahead of time (at least a day ahead) to make arrangements to sit in on classes or schedule a conference with a teacher. Upon arrival to campus, parents must sign in and present a current photo identification at the front office.

PLEDGE OF ALLEGIANCE AND A MINUTE OF SILENCE - Mendez Mavericks recite the Pledge of Allegiance to the United States flag and the Pledge of Allegiance to the Texas flag each morning. A minute of silence will follow recitation of the pledges. The student may choose to reflect, pray, meditate, or engage in any other silent activity so long as the silent activity does not interfere with or disturb others. Parents may submit a written request to the director to excuse their child from reciting a pledge or observing a minute of silence.

Pledge to the Flag of the United States

"I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all."

Pledge to the Texas Flag

"Honor the Texas Flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible."

PROMOTION (PASSING) AND RETENTION (FAILING) –

- 6th Grade: If you are a sixth grader you will be promoted to 7th if you have earned a yearly average above 70 in three of the four core subjects (Math, Social Studies, Science, and Language Arts/Reading) and pass both Language Arts and Math.
- 7th Grade: If you are a seventh grader you will be promoted to 8th if you have earned a yearly average above 70 in three of the four core subjects (Math, Social Studies, Science, and Language Arts/Reading) and pass both Language Arts and Math.
- 8th Grade: If you are an eighth grader, you will be promoted to 9th if you earn a yearly average of 70 in three of the core subjects, pass both Language Arts and Math and pass your Math and Reading STAAR tests.

QUALIFIED STAFF – As a parent of a student at Consuelo Mendez Middle School, you have the right to know the professional qualifications of the classroom teachers and teacher assistants who instruct your child. Federal law allows you to ask and receive certain information about your child's classroom teachers in a timely manner upon asking. Specifically, you have the right to ask for the following information:

- Whether the State of Texas has licensed or qualified the teacher for the grades and subjects he or she teaches.
- Whether the State of Texas has decided that the teacher can teach in a classroom without being licensed or qualified under state regulations because of special circumstances.
- The teacher's college major; whether the teacher has any advanced degrees and, if so, the subject of the degrees.

- Whether any teachers' aides or similar paraprofessionals provide services to your child and if they do their qualifications.

RELEASE OF STUDENTS FROM SCHOOL – Be sure your parent/guardian has updated your most current information properly because you can only be released to the person(s) listed with proper ID. Remember, you must always have permission to leave from someone in the office and you must always be sure to sign out. All locator cards must be kept up to date and completely filled out with all working phone numbers. **EVERY STUDENT MUST HAVE UPDATED INFORMATION ON FILE.**

SCHEDULE CHANGES – Requests for schedule changes can only be made during the designated schedule change window at the beginning of each semester. Schedule changes are very rare and occur only if the school personnel believe the schedule change is in the best academic interest of the student and only if the schedule change does not negatively affect class size. Students are required to complete a "Schedule Change" request form in the counselors' office. The student, parent, and teacher signatures are required on the form before changes can be made. We cannot guarantee that all schedule changes will be honored. Students must follow their original schedule until they receive a new schedule. Schedule changes are not permitted unless one of the following conditions occurs:

- A clerical or computer error;
- Promotion/Retention requirement;
- Incorrect grade level course;
- Individual cases based upon specialized needs with the approval of the principal.

SCHOOL TRIPS – You must attend trips on school-approved transportation; if you want to come home with your parents, you must have both the sponsor's and the director's approval before the trip. Check in the Main office for the form to submit such a request.

SEARCH AND SEIZURES-STUDENTS – Student purses and backpacks brought to school are subject to reasonable search and seizure by a school official (administrators) when he or she has established reasonable suspicion to believe the student is violating or has violated a student code of conduct rule or law. **School lockers (which are in the gym ONLY) and desks are school property and may be searched by a school official (administrator) for contraband (i.e. illegal items), overdue or missing books, or stolen items. The student and parent are on notice that there is a diminished exception of privacy in the use of lockers and desks. Highly valuable or sentimental items should remain at home as the school is not responsible for the loss or theft of such items. Any contraband found in plain sight will be confiscated and the student may be subject to disciplinary action.**

STAAR TESTING – 8th graders take STAAR Math, Reading, Social Studies and Science. 7th graders take STAAR Math, Reading, and Writing. 6th graders take STAAR Math and Reading. All tests occur in the spring semester of the school year.

STUDENT AMBASSADORS - Student Ambassadors (Classroom and Campus) are student leaders who serve as a liaison and advocate for our school. Ambassadors must have strong interpersonal skills, a positive attitude and a commitment to integrity. MMS Ambassadors are highly motivated and energetic. These students possess effective communication skills, decision making skills, the ability to motivate others, and a willingness to work as a team. Student Ambassadors are interested in working with the MMS administration, faculty, students and parents to promote the mission and vision of MMS!

WHY SHOULD I BE A STUDENT AMBASSADOR?

The Student Ambassador program allows students the following opportunities:

- Earn community service hours required for National Honor Society
- Expand your communication and leadership skills
- Opportunities to meet and serve others
- Work as part of a team with peers towards a common goal
- Opportunities to share your MMS knowledge and experience with other students and community members

JOB DESCRIPTION:

Student Ambassadors will participate and assist with on campus events throughout the school year which include:

- Parent Nights
- Assist NEW students to MMS
- Welcome students to MMS
- Help students with their transition to MMS
- Lead campus tours
- Answer questions and promote the positive

In addition, Student Ambassadors are expected to uphold high academic standards and model school citizenship in the classroom and on campus. Student Ambassadors serve as a role model to the rest of the MMS Student body:

- Strive to create a positive campus atmosphere
- Establish a leadership role and presence on the MMS Campus
- Assist and support others
- Assist in the creation and development of innovative ideas in order to create a positive school culture and climate

STUDENT CELL PHONES - The Campus permits students to possess cell phones; however, once the student enters the building, **his/her cell phone MUST remain out of sight and powered off during the day, 7:40am to 3:40pm. The use of cell phones in locker rooms or restroom areas at any time while at school is also prohibited.** Teachers and other staff will collect these items and turn them in to the designated office (see below). Any disciplinary action will be in accordance with the **Student Code of Conduct** and may include confiscation of cell phones or other electronic devices (i.e., games, IPod, etc.). After a warning, cell phones will **NOT** be released to the student or student's older sibling; Parents must pick up confiscated cell phones. Administration is not responsible for lost, damaged, or stolen devices. (See the ***INAPPROPRIATE ITEMS OR ELECTRONIC DEVICES/ACCESSORIES*** section for more information.)

When a Student is in violation of the policy above, the phone or accessory will be confiscated.

Return Policy:

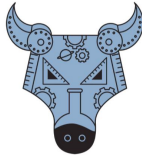
1st Offense = Parent is notified and student receives a warning. Item(s) will be returned to students at the end of the school day (4pm).

2nd through the 5th Offenses = Parent must pick up a student's item during school hours 7:40-4:00.

6 or more Offenses = Parent must pick up a student's item; additional appropriate consequences will be applied which may contain a fine.

If you have any questions regarding this policy, please contact one of the Assistant Directors at 512-414-3284.

STUDENT CODE OF CONDUCT – If you act in a responsible manner all the time, then you really do not have to worry. Be sure to read the entire **Student Code of Conduct** section of this document carefully to be aware of all expectations and ask the teacher for clarification if you have questions.



Consuelo Mendez STEM Academy

Supply List 2020-2021

6th grade

Gray Shirt

Backpack

- 3 sets of 5 notebook dividers
- 1 pencil pouch
- 1 black or blue ink pen
- 2 packs of pencils
- 3 boxes of colored map pencils
- 1 yellow highlighter
- 1 1-inch binders
- 2 composition notebooks
- 3 boxes of washable markers
- 2 boxes of tissues
- 4 packets of loose-leaf paper
- 1 small personal pencil sharpener
- 2 3-prong folders with pockets
- 2 packs of glue sticks

7th grade

Blue Shirt

Backpack

- 2 sets of 5 notebook dividers
- 1 pencil pouch
- 1 black or blue ink pen
- 2 large packs of pencils
- 1 box of colored map pencils
- 1 yellow highlighter
- 1 packet of notebook paper
- 1 glue stick
- 1 small personal pencil sharpener
- 1 1 ½ or 2-inch binder
- 2 composition books
- 2 boxes of kleenex

8th grade

Black Shirt

Backpack

- 1 set of 5 notebook dividers
- 1 pack of black or blue ink pen
- 1 pack of red ink pens
- 3 large packs of pencils
- 1 pencil pouch
- 1 packet of notebook paper
- 1 box of colored map pencil
- 1 pack of highlighter
- 3 composition notebooks
- 1 small personal pencil sharpener

- 1 two-inch binder
- 2 plastic 3 prong folders
- 2 boxes of kleenex

Grado 6°

Camisa Gris

Mochila

- 3 series de 5 divisores portatiles
- 1 bolsa para lápiz
- 1 pluma negra o azul
- 2 paquetes de lápiz
- 3 cajas de lápiz de color para mapa
- 1 resaltador amarillo
- 1 carpetas de 1 pulgada
- 2 cuadernos de composición
- 3 cajas de marcadores lavables
- 2 cajas de
- 4 paquetes de pañuelos faciales marca kleenex
- 1 sacapuntas chico personal
- 2 carpetas de 3 clavijas con los bolsillos
- 2 paquetes de barras de pegamento

Grado 7°

Camisa Azul

Mochila

- 2 series de 5 divisores portatiles
- 1 bolsa para lápiz
- 1 pluma negra o azul
- 2 paquetes grandes de lapices
- 1 caja de lápiz de color para mapa
- 1 resaltador amarillo
- 1 paquete de papel para cuaderno
- 1 barra de pegamento
- 1 sacapuntas chico personal

- 1 carpeta de 1 ½ o 2 pulgadas
- 2 cuadernos de composición

- 2 cajas de pañuelos faciales, marca kleenex

Grado 8°

Camisa Negra

Mochila

- 1 series de 5 divisores portátiles
- 1 paquete de plumas negra o azul
- 1 paquete de plumas rojo
- 3 paquetes grandes de lapices
- 1 bolsa para lapiz
- 1 paquete de papel para cuaderno
- 1 caja de lápiz de color para mapa
- 1 resaltador amarillo
- 3 cuadernos de composición
- 1 sacapuntas chico personal

- 1 carpeta de 2 pulgadas
- 2 carpetas de plástico de 3 clavijas
- 2 cajas de pañuelos faciales, marca kleenex

TARDIES - Tardies will be recorded daily by the teacher at the start of each period. It is the students' responsibility to report to class on time. Failure to report to class on time will result in the following consequences beginning on the second week of class:

→ 4 Tardies per week equals **ONE lunch detention served the following week.**

→ 5 Tardies per week equals **TWO lunch detentions served the following week.**

→ 6+ Tardies per week equals **TWO lunch detentions and ONE after-school detention.**

(An alternative plan will be developed for students who consistently acquire more than 6 tardies.) Random tardy sweeps will be conducted and tracked. Students who are not in class when the tardy sweep is conducted will receive an automatic lunch detention.

TELEPHONE CALLS - Telephones in all school offices/classrooms are for official use only and may be used by students for emergency situations exclusively. Calls should not be made during class hours. Students WILL NOT be called to the phone, except in the case of verified family emergencies.

TELEPHONE (CLASSROOM) - Each teacher has a private telephone number with voicemail. The number will be provided at the beginning of the school year. Parents should call this number to contact the teacher. Teachers will not answer the phone during instructional time, but will check messages periodically. Your call will be returned, at the earliest possible time. Students may use classroom phones in emergencies only and with teacher supervision. Voicemail is available 24 hours a day.

TITLE 1 SCHOOL-WIDE PROGRAM – Consuelo Mendez STEM Academy is a Title 1 School and therefore receives federal funding to support teaching and learning initiatives. Funding allocation is based on the percentage of students qualifying for free or reduced fee lunch.

VISITORS AND PARENTS – Any visitor to the Mendez Campus must obtain a visitor's pass from the office. Visitors must show a current photo ID. Parents/guardians are ALWAYS welcome. However, the Mendez Faculty and staff encourage parents/guardians to make an appointment to visit classes or to meet with a teacher(s), counselor or principal. Students may not bring friends or same-age relatives to visit classes.

- **Classroom Visitations** – Visitors to individual classrooms during instructional time shall be permitted only with the grade level director's approval and in consultation with the teacher. Such visits shall not be permitted if their duration or frequency interferes with the delivery of instruction or disrupts the school environment.

- **Disruptive Conduct** – If a visitor's conduct becomes disruptive, abusive, threatening, or violent, the administration may require the visitor to leave immediately. Depending on the severity of the conduct, the visitor may be prohibited from being present on any District property for a period of time authorized by the Superintendent or designee.

VOLUNTEERS – The Mendez staff and our PTA welcome volunteers at our school. If you can donate time and talents to help our students and staff, please contact the school or call Jessica Victoria, Parent Support Specialist at 512-414-3509.

WITHDRAWAL FROM SCHOOL – For a child to be withdrawn from school, please contact the school at least two days before the date of withdrawal. To be cleared to withdraw, he/she will need to return all electronics, textbooks and library books. Any items that are lost, damaged or destroyed must be paid for before withdrawal is approved. The withdrawal process includes the following:

1. Pick up the withdrawal form from the office.
2. Return all books to your teachers and have each one assigns a grade.

3. Take the form back to the office.

*******MAVERICK STUDENT CODE OF CONDUCT*******

STUDENT BEHAVIOR – Students are responsible for conducting themselves properly, in a manner appropriate to their age and level of maturity. Student responsibilities for achieving a positive learning environment at school or school-related activities shall include P.R.I.D.E.:

- **P= Prepared** to Learn
- **R= Respect** for All
- **I = Integrity** at All Times
- **D= Disciplined**
- **E= Effort** in All Tasks

STUDENT CODE OF CONDUCT – Good discipline in our school is extremely important to all of us: students, parents, and teachers. Without effective discipline, schools cannot achieve their primary functions of education and guidance. No one can give you an education, only an opportunity; therefore, take your responsibilities seriously, for your school’s sake and your own!

The administration and staff believe that the most effective discipline results when students learn to take responsibility for their behavior. Assessment of consequences for infractions will be equitably and fairly applied. Consequences may be altered at the discretion of the acting administrator based on:

- a. Seriousness of the offense
- b. Student’s age/grade level
- c. Frequency of misconduct
- d. Student’s attitude
- e. Potential effect of the misconduct
- f. Impact on others
- g. Requirements of Law

District Jurisdiction- The District has authority and control over its students during the regular school day and while transporting students to and from school. This jurisdiction over students includes any activity during the school day on school grounds and attendance at any school-related activity, regardless of time or location. The District rules of student conduct apply to all school-sponsored and school-related activities, on or off campus and within 300 feet of school property. Students who violate these rules will be subject to disciplinary action.

Minor Offenses- students are expected to comply with all general classroom and campus rules as well as standards of behavior commonly accepted as appropriate. Minor offenses will be handled by a teacher/team/staff and include but are not limited to:

- Behavior that disrupts the learning environment
- Littering
- Failure to bring appropriate materials
- Failure to follow instructions/attend assigned detentions
- Presence in areas designated as “off limits”
- Hallway and cafeteria violations
- Inappropriate public displays of affection
- Tardiness

- Inappropriate rough-housing, pushing, or shoving
- Talking without permission
- Insubordination

Professional staff has both the responsibility and the right to correct a student's misbehavior. Possible consequences that can be assigned for minor offenses include but are not limited to the following:

- **Behavior Contracts**
- **Teacher Held Detention**
- **Behave Out**
- **Confiscation of item**
- **Loss of Privilege**
- **Parent Conference**
- **Counselor/CIS Intervention**
- **In School Suspension**

Students who fail to comply with an assigned consequence or who persistently misbehave may be referred to a school administration for further disciplinary action under this **Student Code of Conduct**.

SERIOUS OFFENSES – Serious offenses are referred to campus administrators, who will in turn notify parents. These include, but are not limited to the following:

- Arson
- Behaving in a manner that contains the elements of an offense relating to abuse of glue, aerosol paint, or volatile chemicals
- Behaving in a manner that contains the elements of the offense of public lewdness or indecent exposure
- Engages in "Bullying" as defined in Section 37.0832 of the TEXAS Education Code that encourages a student to commit or attempt to commit suicide; or incites violence against a student through group bullying; or releases or threatens to release intimate visual material of a minor or student who is 18 years of age or older without the student's consent
- Extreme defiance and disrespect toward teachers or other school employees/adults
- Committing an assault
- Committing extortion, coercion, or blackmail; that is, obtaining money or other objects/ favors from an unwilling person, or forcing an individual to act through the use of force
- Committing robbery or theft (Stealing from students, staff members, or the school)
- Damaging or vandalizing property owned by AISD, other students, or school employees
- Directing profanity, vulgar language, or obscene gestures toward others
- Disobeying school rules regarding conduct on school buses
- Engaging in conduct punishable as a felony on or off campus
- Fighting, committing physical abuse, or threatening physical abuse
- Hazing
- Leaving school grounds or school-sponsored events without permission
- Making a terroristic threat
- Membership or involvement in any activity having the elements of any secret society, fraternity, sorority, gang, or other unauthorized group

- Offensive conduct of a sexual nature, whether verbal or physical, which may include requests for sexual favors or other intimidating sexual conduct, directed toward another student or adult
- Possessing any weapon prohibited by school policy, including replica firearms, pocket knives, explosive devices, chemical dispensing devices, zip guns, pellet guns, RB guns, clubs, fireworks, razors, chains, or any other objects used to threaten or injure.
- Possessing or carrying prescription drugs
- Possessing or using tobacco products, including vaping equipment or vaping accessories
- Retaliates against a campus employee or student
- Selling, giving, delivering, possessing, using, or being under the influence of marijuana, a controlled substance, or a dangerous drug
- Selling, giving, or delivering an alcoholic beverage to another person; possessing, using, or being under the influence of an alcoholic beverage; committing a serious act or offense while under the influence of alcohol
- Verbal abuse (extreme) that is, name calling, ethnic or racial slurs, or derogatory statements.

Anti-bullying/Cyberbullying -Bullying is not accepted in the Mendez Community. The Mendez Community will do whatever it takes to see that bullying does not occur and will investigate bullying incidents reported to ADM. Consequences for confirmed bullying cases can include (depending on each specific case): CIS and/or counselor intervention, ISS, HSS, or ALC Placement.

Fighting – Students involved in fighting will receive suspensions. Students who intentionally utilize their cell phones to record student fights, cheer on students fighting, or incite others to fight will also receive appropriate consequences. Inciting others to fight includes using social media and/or posting of fights utilizing social media. Students utilizing their cell phone either to record fights and/or make phone calls during fights, will have their cell phones confiscated. Parents will be notified of confiscation after the safety of all students is insured. These cell phones will be returned to parents at the end of the administration’s investigation.

Lunch – Each teacher will walk his/her class to the cafeteria. Students are to pick one of the three lines to receive their lunch. Students who cut in line will be asked to go at the end of the line. Once students have received their lunches they can sit at any of the cafeteria tables. Students must stay at the table they have opted to sit at and cannot randomly walk around the cafeteria and “table hop”. Students are to maintain a low voice level (speak with students next to or across from them). Students are expected to leave a clean table once they have finished their lunch. Students will not be allowed to use any electronic devices in the cafeteria during their entire lunch period. Students will be dismissed by a staff member at the end of their lunch.

Gang Clothing/Behavior – Any clothing, accessories, or behavior deemed affiliated with gangs will not be tolerated at Consuelo Mendez STEM Academy. Teachers will notify administration (using the Dress Code Violation sign) that students are not in dress code. Students who engage in gang signals or other gang signs will receive a referral and be given an appropriate consequence and/or involve the SRO, if necessary.

Tagging/Graffiti– At Consuelo Mendez M.S. any writing having the elements of “gang tagging” is considered a serious offense and will not be allowed anywhere or on anything. students who violate this policy will be referred to an administrator. Items with tagging will be confiscated.

Truancies: Attendance and Tardies – Students who are not meeting the state mandated 90% attendance requirement in a core class may be at risk of being retained at his/her grade level at the

end of the school year. Students who are *20 or more minutes late* to class will be **counted absent** from class and considered truant.

- Consequences: Truancy violations will be reported to the legal authorities and may result in fines and court costs.

- PENALTIES FOR SERIOUS OFFENSES MAY INCLUDE:

- **Out of School Suspension**
- **ISS Assignment**
- **Retention**
- **Report to Graduation Coach**
- **Loss of Privileges**
- **CIS Intervention**

SERIOUS OFFENSES SUBJECT TO REMOVAL TO AN ALTERNATIVE EDUCATION PROGRAM

A student must be placed in a disciplinary Alternative Education Program (AEP) if the student commits any of the following offenses on (or within 300 feet of) school property or while attending a school-sponsored or school-related activity on or off of school property:

- Engaging in conduct punishable as a felony (on or off campus)
- Committing an assault
- Making a terrorist-like threat (includes cyberbullying or online threats)
- Selling, buying, giving, delivering, possessing, using, or being under the influence of marijuana, a controlled substance, or a dangerous drug
- Selling, buying, giving, or delivering an alcoholic beverage to another person; possessing, using, or being under the influence of an alcoholic beverage; committing a serious act or offense while under the influence of alcohol
- Behaving in a manner that contains the elements of the offense of public lewdness or indecent exposure
- Engaging in conduct that contains the elements of the offense of retaliation against any school employee, regardless of where or when the conduct occurs.

SERIOUS OFFENSES SUBJECT TO EXPULSION – A student must be expelled for any of the following offenses committed on school property or while attending a school-sponsored or school-related activity on or off school property:

- A firearm violation, as defined by Federal Law: Use, exhibition, or possession of a firearm, an illegal knife, a club, or a prohibited weapon
- Behavior containing the elements of aggravated assault, sexual assault, or aggravated sexual assault; arson; murder, capital murder or criminal attempt to commit murder; indecency with a child; aggravated kidnapping; behavior related to an alcohol or drug offense that could be punishable as a felony; retaliation against a school employee combined with one of the above-listed offenses on or off school property or at a school-related activity.
- Confirmed cases of bullying/Cyberbullying as defined in Section 37.0832 of the TEXAS Education Code.

PERSISTENT MISBEHAVIOR – Continued repetition of minor or serious offenses will be considered persistent misbehavior. Consequences for- *persistent misbehavior will be the same as for serious offenses including removal to the AISD Alternative Learning Center (ALC).*

TEACHER REMOVAL OF A STUDENT FROM THE CLASSROOM – A teacher may remove a student from the classroom for the following reasons:

- Repeated interference with the teacher’s ability to communicate effectively with the students in the class or with the ability of the student’s classmates to learn.
- Unruly, disruptive, or abusive behavior that seriously interferes with the teacher’s ability to communicate effectively with the students in the class or with the ability of the student’s classmates to learn.

A campus administrator may place a student who has been removed from the classroom by a teacher in one of the following:

- Another appropriate classroom.
- In-School Suspension (ISS) classrooms.
- An Alternative Educational Placement off campus.

A hearing will be held within three days of the removal. The student will not be returned to the classroom of removal pending the hearing. A student may be prohibited from school-related or school-sponsored activities as a result of removal. The student cannot be returned to the same classroom without the teacher’s consent if the following offenses are committed: assault with bodily injury, aggravated assault, sexual assault, or aggravated sexual assault.

MELENDEZ MATEOS ALWAYS HAVE PRIDE

Prepared

- * Come with materials and be ready to work

Respect

- * Treat everyone with dignity
- * Politely follow directions

Integrity

- * Take a stand for what’s right, even if it’s not popular
- * Be accountable for your actions
- * Be honest and play fair

Disciplined

- * Be in control of your body
- * Accept responsibility for your actions
- * Make good choices

Effort

- * Do your best to produce excellence
 - * Stay focused
 - * Be on time
- * Be ready to learn every day

GO MAVERICKS!

PLEASE SIGN AND RETURN THE FOLLOWING COMPLETED PAGES TO YOUR CHILD'S FIRST PERIOD TEACHER WITHIN 5 SCHOOL DAYS FROM RECEIPT OF THIS NOTICE.

CONSUELO MENDEZ MIDDLE SCHOOL 2020-2021

STUDENT AND PARENT HANDBOOK ACKNOWLEDGEMENT

The signature below acknowledges receipt of the Consuelo Mendez STEM Academy Student Handbook/SCOC.

I have reviewed the contents of this handbook with my child and agree to help my child understand and abide by it.

Failure to sign and return this receipt does not take away the responsibility to abide by the contents of the Consuelo Mendez STEM Academy Handbook.

First Period Teacher's Name: _____

Student's Signature: _____

Parent's Signature: _____

Parent phone number: _____ Parent email: _____

Date: _____

AISD Student Handbook and Student Code of Conduct

My child and I have received notice of the access to the AISD Student Handbook and the Student Code of Conduct for the 2020-2021 school year.

I understand that the handbook contains information that my child and I may need during the school year and that all students will be held accountable for their behavior and will be subject to the disciplinary consequences outlined in the Student Code of Conduct.

Printed name of Student: _____

Signature of Student: _____

Signature of Parent: _____

Parent phone number: _____ Parent email: _____

Date: _____

#IMPACT!