



RONALD REAGAN MIDDLE SCHOOL



“Achieving Excellence Together!”

Student/Parent Handbook 2023-2024

**Ronald Reagan Middle School
15801 Tanning House Place
Haymarket, VA 20169**

Main Office: 571-402-3500
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Website: <https://ronaldreaganms.pwcs.edu/>

Administrative Team

Mr. Beemer, Principal
Mrs. Henson, Assistant Principal
Mrs. Hugh, Assistant Principal
Mr. Okesanya, Assistant Principal
Mrs. Covell-Sharek, Counseling Director
Mrs. Ciminelli, Safety and Security Officer
Mr. Riccardella, Activities Director

Mr. Beemer's Message

Welcome to Ronald Reagan Middle School, Home of Mustangs! It is my pleasure to welcome you, whether you are a returning student or new student joining us for the first time. My name is Chris Beemer, and I am honored to serve as the principal of Ronald Reagan Middle School (RRMS).

Each day we work to create a safe and effective learning environment by building positive relationships, supporting positive behaviors, and creating opportunities for you to feel connected with teachers, other students, and the community. Be sure to check out all the after-school activities that we offer to find a way to get involved and engaged at our school!



Academically, we focus on providing first-rate instruction and assessment for every student, every day. Teachers create learning targets, written in student-friendly language, to communicate the instructional goal(s) for the day. Lessons are student-centered and structured to be interesting and fun. Our teachers use learning targets and assessments to communicate where you are, where you're going, and how to get there.

At RRMS, students (You!), are the focus and driving force behind everything we do. This is your school! We want you to get involved, be connected, and make our school better!

I am excited to welcome you back to this school year. We are so glad you're here!

Sincerely,

Chris Beemer
Principal

“The greatest leader is not necessarily the one who does the greatest things. He is the one that gets the people to do the greatest things.”

-Ronald Wilson Reagan-

ACADEMICS

GRADING SCALE

Prince William County Public Schools (PWCS) has adopted the following grading scale for all middle schools:

Grade	Percentage	Letter Grade Values
A Excellent	90-100	(4.0)
B+ Very Good	87-89	(3.4)
B Good	80-86	(3.0)
C+ Above Average	77-79	(2.4)
C Average	70-76	(2.0)
D+ Below Average	67-69	(1.4)
D Poor	60-66	(1.0)
F Failure	0 – 59	(0)

Marking period and final grades earned in sixth and seventh grade are computed using letter grade values. Grades, which are earned in the eighth grade and any high school level class, are computed using numeric (percentage) grades (high school grading scale). The numeric average is then converted to a letter grade for the student report card or interim report. End of year exams may be given to all students who take high school level classes. All gradebooks are weighted 90% for summative assignments and 10% for formative assignments.

CONDUCT AND EFFORT GRADES

Each interim and marking period, students are evaluated on their conduct and effort in all classes. Please note, these are not academic grades and are evaluated by the following criteria:

Conduct

Courtesy:	Respects others and uses good manners
Dependability:	Demonstrates honesty and reliability
Cooperation:	Works for the mutual benefit of the group and is willing to assist others
Personal Habits:	Exhibits self-control, conforms to school regulations and the Code of Behavior, and respects the rights and property of others

Effort

Timeliness:	Student work is typically turned in on time
Work Habits:	Student is prepared for class with the resources and materials necessary
Fidelity:	Student work is typically of high quality or students seeks out help/guidance from the teacher

Students receive the following grades:

O - Outstanding: The student exceeds these expectations.

S - Satisfactory: The student meets these expectations.

U - Unsatisfactory: The student does not meet these expectations.

ACADEMIC ELIGIBILITY

A student is placed on academic probation (referred to as academic ineligible) for the duration of the next grading period if he/she receives two or more quarterly failing grades (F) for the marking period. A student on academic probation is prohibited from participation in athletics or other extracurricular activities, except to engage in academic help sessions. Additionally, a student becomes ineligible for athletics if he or she receives two or more Unsatisfactory grades (U) in conduct for a marking period.

Eligibility for the first grading period for seventh and eighth grade students is determined by the fourth quarter

grades from the previous school year. All sixth-grade students are eligible at the beginning of the school year for participation in extracurricular activities.

Should a student become ineligible, he or she must wait until grades are posted for the following marking period to become eligible to participate in extracurricular activities again.

ACADEMIC SUPPORTS

RRMS offers many academic supports for students who may need help. Students can come to after-school help sessions offered in the Lecture Hall on Tuesdays and Thursdays from 3:15pm – 5:00pm. Students can ride the Activity Bus home at 5:00pm or can be picked up by a parent or guardian.

ATTENDANCE

Attendance is compulsory in Virginia for all children under the age of 18. Ultimately, students and parents are responsible for regular school attendance. Failure to attend school on a regular basis has a serious impact on student achievement. Parents are encouraged to use the absence reporting tool on the [RRMS website](#) or in ParentVue when their student will miss school. In cases where a parent chooses not to use the online absence reporting tools, a written note must be submitted that provides a reason for the absence to a front office staff member. The note needs to be signed by the parent or guardian and include a telephone number for verbal verification. Notes should be submitted no later than two days after the student returns to school. Students will be marked unexcused if written notification is not received. **Please note: due to the number of students we serve, we cannot accept phone calls as a way of excusing a student's absence.**

Teachers will provide students a reasonable amount of time to complete and submit work missed due to an absence. Students are responsible for contacting their teachers and requesting missed work. Students who are out for less than three days at one time should take care of their missed work when they return to school. In cases where students are out for an extended period of time, students are encouraged to contact the school for missed work after the third consecutive day of absence.

UNEXCUSED ABSENCES

The school will take the following actions in response to unexcused student absences:

Parents will be notified by the school's phone/e-mail parent communication system of each student absence. Five or more unexcused absences within a school year will result in parent notification and the development and implementation of a plan between the parent, student, administrator, counselor, and/or attendance officer to resolve attendance issues. Additional measures will be taken by the attendance officer if unexcused absences continue.

The administration may also contact a parent in the event of an excessive number of excused absences from school.

PRE-ARRANGED ABSENCES (Extended absences)

In order for pre-arranged absences to be excused, the principal must be notified in writing to request approval for the absence(s). Please obtain a Pre-Arranged Absence Form from the front office or [online](#), fill the form out completely, and return it to the front office at least five days prior to the first day of the requested absence. The principal uses professional judgment in deciding based on the reasons stated in the parent's written request for a pre-arranged absence. A pre-arranged absence will not be approved for a regularly scheduled extra-curricular event or practice that may require early dismissal.

Additionally, the principal will consider factors such as the educational value of the proposed experience, the personal or family benefit resulting from the experience, and the impact of the absence on the student's academic progress in determining whether or not to approve a request for a pre-arranged absence from school. Work requested in advance may be provided at each teacher's discretion; however, teachers will not be required to provide work in advance of the absence. Students with approved pre-arranged absences will be required to take any tests and/or semester assessments administered in class and all grades are expected to be submitted before the grading cycle ends. Students are also responsible for communicating with the teacher to determine due dates and make-up work.

TARDIES

Students are expected to arrive to class on time. Teacher/Student conferences may be necessary to review the expectations and talk about getting materials from their lockers for multiple consecutive classes as opposed to going to their lockers more frequently (i.e. between each class). Tardy consequences are as follows:

- Students are expected to arrive on time to class.
 - 1st Tardy – Teacher warns student
 - 2nd Tardy – Teacher warns student/ Phone call home by teacher
 - 3rd Tardy – Teacher calls home/lunch detention/Student Reflection written
 - 4th Tardy - Teacher calls home/Administrative Referral written

ARRIVAL & DISMISSAL

SCHOOL HOURS

The RRMS main office is open daily from 8:00am until 4:00pm. The school opens for students at 8:00am (excluding special morning activities sponsored by school staff). Students are permitted to enter the building at 7:45 a.m. However, students must remain in the cafeteria until 8:00 a.m. Staff members are not available in the morning prior to 8:00am to supervise students. Students should check the weather and plan accordingly. They may be outside for arrival and dismissal and should be dressed appropriately to wait entry or their mode of transportation.

ARRIVAL EXPECTATIONS

Students are permitted to enter the building at 7:45 a.m. However, students must remain in the cafeteria until 8:00 a.m. Students may enter the building at 8:00am to utilize their lockers, get breakfast (Grab-N-Go), and organize for the day. The official start of the school day is 8:15am, with the Pledge of Allegiance and Moment of Silence beginning immediately following the bell. The instructional day will begin promptly at 8:20am. Students arriving after 8:20am must report to the front office to obtain a tardy pass before being allowed to enter class.

EARLY DISMISSAL

When picking up students during the school day, all parents/guardians are required to report to the main office and show a government-issued photo ID. Students will only be released to people designated on the emergency card as having permission to pick up the student. You may add additional people via ParentVue or by coming into the school in person throughout the school year. **There will be no early dismissals after 2:30pm.**

MORNING DROP-OFF/ AFTERNOON PICKUP

When picking up or dropping off students, parents should pull as far forward as possible (to the Stop sign) in the drop off/pick up lane to avoid blocking the bus lane. Parents should not leave their vehicles unattended in any area marked by a yellow curb. Parents should be aware that the student pick up/drop off lane is one-way and should follow the directions of staff members when they are present helping to manage the traffic flow in the student pick up/drop off lane. Students who will be picked up from school by a parent should use Door #2 (in the music hallway) to exit the building. Students should wait on the sidewalk in the front of Door #2 for their pickup.

RIDING THE BUS

Please refer to the Code of Behavior for student responsibilities while on the school bus. The school bus driver is responsible for student safety and students are expected to respect and cooperate with the bus driver. Students who do not follow the directions of the bus driver may be removed temporarily or given an assigned seat. Students may only ride their assigned bus and must get on/off at their assigned bus stop. Please note that all students have equal seating rights on the bus; there are not sections of the bus divided by grade level. All students will be equitable and treated respectfully while on the school bus. If a student wishes to ride another bus home with a friend, the student must have a parent written and signed note brought to the front office no later than the morning of the day the change in transportation is needed. The note must include a phone number where the parent or guardian may be reached to verify consent. All notes will be verified before a student is granted permission to ride another bus home. If a parent or guardian cannot be reached, the student will not be granted permission. In addition, students should be aware the school will not give permission for additional students to ride a bus that is at capacity.

WALKING TO SCHOOL

A limited number of RRMS students may live in neighborhoods designated as walking areas by the School Division. During the summer and/or during registration these students are notified that they live in a walking area. Student walkers must use public sidewalks and may not travel to school through private property. At

dismissal, walkers should only exit the building through the double doors next to the band room (Door#2). Racks will be provided for those walkers wishing to ride their bikes or scooters to school. The school is not responsible for the security of student bikes or scooters. We do suggest a lock to secure your bikes or scooter. Additionally, students may ride skateboards to school but must store them in their locker for the duration of the school day. Finally, all students who choose to ride any device to school (bike, scooter, skateboard, etc.) **MUST** wear a helmet.

FRONT OFFICE, SCHOOL COUNSELING OFFICE, AND CLINIC EXPECTATIONS

Students should enter these areas only with a pass from a school staff member during the school day unless it is an emergency. Students who need to see a counselor should sign up at the counseling office and then return to class until called. The office phone is for emergency use only, and students must have a pass from a school staff member to use it. Students must have approval from an office staff member to use the phone. Students should not use classroom phones to call home as front office staff field the return calls from parents and need knowledge of support they may need to provide.

STUDENT BEHAVIOR

The philosophy of Prince William County Public Schools is directed toward a preventative approach to irresponsible behavior. The rules and regulations of the Code of Behavior are intended to guide student behavior in the school buildings, on school buses, to and from school, and during participation in any activity sponsored by Prince William County Public Schools. The School Board holds all students responsible for appropriate conduct, as defined in the Prince William County Code of Behavior. Under Virginia law, parents are responsible for knowing the Code of Behavior, promoting proper student conduct, assisting the school with the discipline of the student, and meeting with school officials if requested to discuss matters related to discipline.

CORRECTIVE MEASURES

The Middle Years are a time of social and emotional growth for all students. Students make mistakes and at RRMS, our goal is to help them learn from their mistakes to avoid repeating them. We work with students to help them understand the consequences of their actions, including how it affects others. This work is done to teach students the skills they need to be successful and is not solely for punitive reasons. Some examples of how we work with students are:

- Behavior seminar(s)
- School service/ restitution
- Additional consequences and interventions as determined by the administrator
- Lunch meetings
- After-school meetings
- Structured day

For egregious discipline infractions (such as fighting and possession of alcohol, tobacco, or drugs), students may be suspended from school, required to attend a Principal's Informal Conference, and/or be recommended to receive additional consequences that may result in further consequences.

APPROPRIATE STUDENT DRESS AND APPEARANCE

Students are urged to dress for success each school day. Their overall appearance, while on school grounds or at school sponsored events, should be appropriate for an environment with a focus on learning for all. Students shall be appropriately dressed while at school or participating in school functions, including after school activities. During the school day, light jackets may be worn. Outside jackets and heavy coats are not to be worn during the course of the school day.

Prohibited items of clothing include:

Clothing items that:

- Reveal bare skin to the extent that they distract or may foreseeably distract other students or staff;
- Reveal or expose undergarments;
- Fit in a manner as to reveal or expose undergarments;
- Contain vulgar, discriminatory, lewd patently offensive or obscene language or images;
- Contain threats or gang symbols;
- Promotes the use of weapons and violence, or the use of alcohol, tobacco or illegal drugs, and/or associated paraphernalia; and
- Cause or may foreseeably cause a disruption to the learning environment.

Headwear which covers one's entire head or face with the following exceptions:

- Worn as part of one's religion; or
- Worn with administration's permission for medical reasons; or
- Worn for personal prevention practices as in the case of the spread of infectious diseases; or

- Worn for an approved school event; or
- Worn as an expression of one's cultural or ethnic background.

Jewelry or other items which could be regarded as or used as a weapon.

If a student is wearing something deemed inappropriate for school, all efforts will be made to address the concern with the student in a manner that is confidential and compassionate. For most minor dress code concerns, staff will try to have a private conversation with the student and request that the student either "fix" the issue quickly (if possible) or, ask the student to avoid the concern in the future. The goal of addressing these types of concerns is to avoid missing class time, to help make students aware of the rule, and to quickly correct the concern.

Examples of this type of concern may include (but are not limited to):

- Wearing an unapproved head covering such as a hat or visor
- Wearing something that is considered unsafe (certain types of jewelry in HPE)
- Wearing pants that "sag" and show one's underwear
- Wearing a shirt that is a little too short and shows too much of one's belly

Other concerns may require immediate action and may necessitate that students miss instructional time to change into different clothing. These types of concerns usually include clothing that reveals undergarments (and cannot be adjusted or amended), shows too much skin that is typically covered by a swimsuit, or includes images of forbidden substances.

Examples of this type of concern may include (but are not limited to):

- Wearing anything that is sheer over the stomach and/or chest
- Necklines that are too low-cut or shorts where one's bottom hangs out
- Wearing pants that are ripped and show one's underwear
- Clothing that has images of alcohol, tobacco, or drugs

PUBLIC DISPLAYS OF AFFECTION (PDA)

While student friendships are encouraged, Public Display of Affection or PDA is not permitted in school. PDA includes physical contact including, but not limited to, intimate touching, hand holding, fondling, cuddling, kissing, etc. at school or a school-sponsored activity between students typically in a relationship. PDA is often considered a public profession of how people feel about one another. This type of behavior is inappropriate for a school setting. Students will be warned first and given the opportunity to correct immediately. If the behaviors continue, the student(s) will be subject to disciplinary consequences.

RESPECT

It is the expectation that RRMS will demonstrate respect for all students, staff members, and themselves at all times. Any derogatory language or name-calling will not be tolerated. Respect extends to our physical surroundings as well, please clean up after yourself and treat materials well.

COMMUNICATION AND ELECTRONIC DEVICES

RRMS requires students to have all cell phones, headphones/ear buds and devices (beyond school laptops) turned off and put away during the instructional day. That means that students will turn off their cell phones/devices and put them away before they come into school in the morning and may take them out and use them once they exit the building after 3pm. Parents/guardians may call the main office to get in touch with their student and we will be sure to get your message to your student. Students who need to contact parents can request permission to come to the main office to call (either on the school phone or on their cell phone). Additionally, they can email with their student device if necessary. Confiscated devices will be taken to the main office where it will be safely stored until the end of the day. At the end of the day the student may come to

the main office to retrieve it.

Electronic Device Policy

- Students are not permitted to use cell phones/electronics/air pods/etc. during the instructional day.
- This includes use in the bathrooms, cafeteria, hallways, classrooms, and locker rooms.
- In the event a phone must be confiscated, the policy is as follows:
 - 1st offense—student may pick up in the office at the end of the day;
 - 2nd offense—parent must pick up at the end of the day;
 - 3rd offense—parent must pick up, teacher writes a referral, phone must be dropped off in the front office prior to start of school each morning and picked up at the end of school for five days;
 - 4th offense—parent must pick up, teacher writes a referral, phone must be dropped off in the front office prior to start of school each morning and picked up at the end of school for remainder of the school year.

SCHOOL SAFETY

The fundamental responsibility of every adult at RRMS is to keep students safe. Each school has a Safety and Security Officer (SSO) whose sole responsibility is to look for ways to improve the safety of the school and mitigate unsafe situations. Should you ever have any questions regarding the safety of RRMS, please reach out to Ms. Karen Ciminelli at (571-402-3603 or ciminekt@pwcs.edu)

SCHOOL VISITORS

Permission for visitors must be obtained from the principal or his designee. School business is the only valid reason for visitation, if approved. All visitors, including relatives, must report to the main office to sign the visitor log and receive a visitor's pass through RAPTOR, the visitor's identification system. This pass must be worn while in the school building. Please note that all visitors must leave a government-issued picture I.D. in the main office and must be escorted by a staff member at all times.

HALLWAY SAFETY

At every change of class, there will be many students moving from one room to another. Teachers will be at their doorways monitoring the change of classes. In order to keep the noise at a minimum, students are expected to maintain low conversation tones and be courteous as other classes are in session; to walk to the right at all times; to refrain from jumping up to touch higher objects; and to refrain from blocking hallway traffic or lockers. Running could cause an accident and is not permitted.

E-HALL PASS

This year, we will use the E-hall pass system. Students will use their school-issued devices to request permission to leave class. This request is sent to the teacher who approves or denies the request. This allows us to track who is in the school's hallways and their destination.

EMERGENCY PROCEDURES AND FIRE DRILLS

State law requires the quick and orderly evacuation of the building during a fire alarm. To ensure the safety of all students and staff, fire drill procedures are posted in all classrooms. In addition, students and staff practice tornado drills, inclement weather drills, and lockdown drills throughout the school year. It is important for students to carefully listen to and follow staff instructions during these drills. Failure to follow the directions of staff may result in disciplinary action.

RRMS's emergency shelter location is Battlefield High School. In the case of an emergency (evacuation due to fire, loss of utilities, or other situations), school staff will make every effort to keep parents informed of developments by email and phone using the auto dialer system and by postings on the school website.

BULLYING

RRMS will not tolerate physically, verbally or emotionally abusive behavior. Taunts, threats, insults, gossip, humiliation, teasing, pushing, tripping, and hitting are all considered bullying behaviors whether it's done directly or indirectly. Bullying behavior also includes harassment that is initiated electronically through instant message, texting, blogs, social networking websites, e-mail, or any other communication venue that can be accessed by a phone, computer, or electronic device. This type of inappropriate behavior is referred to as cyber-bullying. Students will be held accountable for inappropriate behavior that occurs in school, at the bus stop, on the bus, while traveling to and from school, and during school sponsored events (field trips, activities/sports events, etc.). Students will also be held accountable for inappropriate behavior, including cyber-bullying, that occurs in the community and impacts the integrity of the learning process or school environment. Consequences for harassment and bullying may include suspension and a recommendation for expulsion. For additional information about bullying, see the Code of Behavior.

Victims of or witnesses to bullying, harassment, or abusive behavior should immediately report it to a school staff member and to a parent or guardian. If at home, please report your concern to your parent. You may also

call the Prince William County Public Schools' Tip Line at 703.791.2821 or use the See Something, Say Something system. You may also use the statewide Tip Line at 1.877.472.3382. These tip lines are anonymous. Please note that these are recorded message systems and should not be used in cases of emergency or when an immediate response may be required.

Please contact the police in cases of emergency. Specific incident report forms may be found in the main office or in the counseling office. It is important that each member of the RRMS community works together to help ensure a safe learning environment for every child at all times. Students should speak with a school counselor or an administrator if they have concerns or need additional information. RRMS participates in No Place for Hate to help create a safe school environment.

No Place for Hate® is an educational initiative that empowers students, teachers, and parents to challenge bigotry, name-calling and bullying. It is a portal that provides access to the full array of ADL education programs, services and resources and supports local efforts to combat bias and increase appreciation for diversity. No Place for Hate® is an innovative and powerful method for building communities of respect.

No Place for Hate® initiative provides schools and communities with an organizing framework for combating bias, bullying and hatred, leading to long-term solutions for creating and maintaining a positive climate. No Place for Hate® enables schools to:

- Build inclusive and safe communities in which respect is the goal, and all students can thrive.
- Empower students, faculty, administration and family members to take a stand against hate and bullying by incorporating new and existing programs under one powerful message.
- Engage the entire community in anti-bias activities, which ADL helps the schools develop.
- Send a clear, unified message that all students have a place to belong.
- Celebrate the diversity of the school community and be recognized for creating an environment that is inclusive and respectful of differences.

SCHOOL NUTRITION

Breakfast is served from 8:00am – 8:15am in the cafeteria. Only students eating breakfast may enter the cafeteria. Students eating breakfast must enter Door # 1 or 2 and go directly to the cafeteria before proceeding to his or her locker area. Students should get breakfast quickly, eat, and go to class in a timely fashion. Students are NOT allowed to eat or drink in hallways while transitioning to class.

CAFETERIA EXPECTATIONS

- Students are expected to be on time to the cafeteria for breakfast/lunch.
- Students should enter the cafeteria in an orderly manner through the appropriate door (Gym hallway).
- Students who are buying lunch must line up in the Gym hallway outside of the cafeteria doors closest to exterior door #6. Students must form a single file line and will be instructed to enter the cafeteria to purchase lunch by a staff member.
- Students who have packed a lunch from home must line up outside of the cafeteria door closest to the stage. A staff member will be instructed to enter the cafeteria by a staff member
- Students are not permitted to cut in the line or save places in line for other students.
- Students should choose a seat and remain in that seat for the lunch period.
- Students must clean up their area before dismissal.
- Students will be dismissed from the cafeteria by a staff member.

GETTING INVOLVED

One of the best ways to ensure students connect to the school is for them to get involved in an after-school club, activity, or sport. Below are the lists of clubs and activities as well as our school-sponsored sports.

Clubs and Activities (Subject to change)

Art	Drama	Multicultural Club	Steel Drum Band
Astronomy	FACS	Newspaper	Student Council Association
Battle of the Books	Forensics and Debate	No Place for Hate	Video Game Club
Cheerleading	Literary Magazine	Odyssey of the Mind	Yearbook
Dance Team	Mustang Ambassadors	Robotics	

Don't see something you'd like? Start your own club! All you need is three other interested students and a staff sponsor. Contact our Activities Director, Mr. Riccardella, riccarnr@pwcs.edu to get the necessary paperwork.

Intramural Sports

Archery (Fall and Spring)

Cross Country (Fall and Spring)

Tennis (Fall)
Pickleball (Spring)

School-Sponsored Sports

Fall
August – October
Boys Football
Girls Volleyball
Boys Soccer
Girls Track

Winter
October – March
Girls Basketball
Boys Basketball
Wrestling

Spring
March - May
Baseball
Softball
Boys Track
Girls Soccer

RECOGNITION

NATIONAL JUNIOR HONOR SOCIETY

Consideration for membership in the RRMS Chapter of the National Junior Honor Society is open to all seventh and eighth grade students who have met the following criteria:

- Be enrolled at RRMS for the equivalent of one semester
- Earned a Grade Point Average (GPA) of at least 3.5 (non-rounded)
- Meet all defined criteria in the areas of scholarship, leadership, service, citizenship, and character

During the spring semester, eligible students and parents will receive specific information on membership criteria and the selection process. The annual membership process and induction ceremony will be held during the fourth quarter of the school year. Students invited MUST participate in the induction ceremony to become fully accepted. Current students who were members of the National Junior Honor Society at a previous middle school will be granted membership in the RRMS Chapter of the National Junior Honor Society upon request and verification of their prior membership. Please review the NJHS website early to familiarize yourself with the criteria.

HONOR ROLL

At the end of each nine-week grading period, students who have succeeded in making above-average grades in all subjects in which they are enrolled are named to the honor roll. There are two kinds of honor rolls:

- Principal's Honor Roll - Students who have achieved an "A" in every subject.
- Honor Roll - Students who have achieved no more than one "C" and have a minimum of an overall "B" average.

Students who achieve the Principal's Honor Roll and Honor Roll will receive a yard sign to display the first time they achieve the honor roll and will then receive a sticker to add to their yard sign each time they achieve the honor roll afterward.

SCHOOL COUNSELING DEPARTMENT

The purpose of the counseling department at the middle school level is to enhance the academic achievement of students. The comprehensive, sequential program focuses on the career/educational development of all students. It involves student acquisition of skills necessary to engage in life-long learning, become aware of life/career choices, and prepare for the world of work. All aspects of the program are complementary to the efforts of parents, school staff and the community. Counselors are assigned to students by last name and follow students all three years through middle school.

The middle school years are a time for a child to explore new interests and refine previously learned academic skills such as decision-making, academic and interpersonal skills, and resiliency. It is also a time when a student begins to connect aptitudes, abilities, and personal interests to future educational and career goals.

Parents may request conferences for their child through the grade level counselor or make an appointment to speak with the counselor individually to discuss their child's progress, test scores, or other situations pertinent to the student's personal or academic success. Students requesting a conference with their counselor will receive a hallway pass.

HEALTH AND PHYSICAL EDUCATION

Health and Physical Education is a vital and dynamic part of the total educational process. It contributes to physical, mental, and social development. Students have varied individual needs, interests and abilities, which the program addresses in order to enable each student to realize his/her maximum potential. We believe that the program should provide opportunities to develop total fitness, efficient motor skills, coordination, sportsmanship and knowledge of activities, which may be pursued throughout life. Physical, mental, and social fitness ensure the individual's pursuit of a healthy lifestyle.

APPROPRIATE ATTIRE

Appropriate attire is required for physical education. This may be purchased throughout the year from the physical education department or provided by the parent. Students will receive a gym locker and lock to keep gym/personal items. Students need to use locks to secure their belongings. **RRMS is not responsible for any items that are left unsecured in the locker room.**

Parents may order gym uniforms by following this QR Code:



Costs of Active Wear and Lock

T-Shirt – \$15.00
Shorts – \$15.00

Lock – \$5.00
Gym bag (optional) – \$10.00

GENERAL EXPECTATIONS

ANNOUNCEMENTS & MOMENT OF SILENCE/PLEDGE

Students are expected to pause and maintain decorum during announcements, the Pledge of Allegiance, and Moment of Silence. This is a time to stop and be respectful to yourself and others so all can participate as desired.

TEXTBOOKS

Textbooks and supplemental materials are provided free of charge for student use in all RRMS classrooms. These materials are to be properly maintained and returned to the teacher when requested. It is the responsibility of parents to pay for any books that are lost or damaged by students. Of note: All classes do not have physical texts. Please check with your student's teacher as some classes have e-books only.

FOOD AND DRINKS IN SCHOOL

During the school day, students are only permitted to have food and drinks (no glass containers) in the cafeteria unless special permission is granted by a staff member for a special activity. Students may carry and drink water throughout the school day in a clear water bottle. Students are permitted to take breakfast to their homeroom. Students are NOT permitted to have or walk through the hallway with coffee and/or soda. Students will be asked to discard the item or put it away.

RRMS will accept outside food or drinks for students if it meets the following criteria:

- Parents or guardians drop it off in the main office
- Student comes by the office on his or her way to the cafeteria
- **Students may only pick it up and consume it during their lunch period. We will not interrupt instructional time to allow students to eat outside food or drink!**

We will not accept DoorDash or otherwise delivered food for students.

HOMEWORK/HOME PRACTICE

Students will be required to complete homework/home practice. The purpose of homework is to:

- Provide a pre-learning opportunity to organize new information or build interest in an upcoming topic, or unit of study;
- Practice applying new knowledge or skill;
- Revisit knowledge/ a concept for review;
- Prepare for an upcoming assessment.

To promote well-rounded students and to acknowledge and encourage learning in many forms outside of school, teachers are strongly encouraged to avoid assigning homework over weekends, and/or religious observances. Additionally, homework will not be assigned over any extended holidays or breaks to include Thanksgiving break, the winter holiday, and spring break (dates determined by the School Division calendar). During these breaks and/or holidays, students may work on previously assigned long-term projects, but no assignment or summative assessment shall be required to be completed within the first two days following the break. These requirements are mandatory for all grade levels and all classes. For questions or concerns, please contact the classroom teacher, assigned grade level counselor and/or a grade level administrator. Remember, the classroom teacher should always be your first contact.

STUDENT AGENDA USE

Students may use agendas as provided by parents. RRMS does not provide agendas for student use. We do encourage students to use Canvas (online learning organizational platform) for organizing and maintaining their work.

PARENT MESSAGES AND ITEMS DROPPED OFF FOR STUDENTS

During a normal school day, parents may contact the main office by phone to leave messages for students. The main office staff carefully records these messages, which will be distributed throughout the day. In an emergency situation, the student will be called directly to the main office.

Occasionally, students may forget homework, active wear, lunch, etc. Parents may bring the forgotten item to the front office, where they can fill out a form with the student's name and grade level. Items will be distributed during the appropriate grade level lunch shift. Items needed prior to lunch will need to be picked up by the student during a class

change.

School staff members appreciate the patience, understanding, and cooperation of parents in following these procedures as they minimize interruptions to the instructional day.

LOCKERS & BACKPACKS

Lockers are provided for all students. An administrator may, for a specific reason, search a student's locker at any time. Students should not give their locker combination to anyone. The school is not responsible for items stolen or lost from a locker (this includes school lockers, gym lockers, music lockers, and storage areas). Students who misuse their locker or ignore locker guidelines may have their locker privileges suspended by the grade-level. If students have difficulty opening a locker because it is has too many items, staff members will not repeatedly un-jam the locker. It is the student's responsibility to maintain a well-organized, clean locker and ensure it is locked at all times. Students should periodically clean out their lockers to include food items that may need to be disposed or taken home.

Students will be able to carry backpacks with them from class to class. The expectation is that students will keep their backpacks organized and place their backpacks out of the way in class to avoid a tripping hazard.

LOST AND FOUND

Any lost jewelry, keys, glasses, wallets, phones, electronic devices, or expensive personal property should be turned in to a front office staff member. Other articles should be taken to the lost and found area located in the cafeteria. Lost items not claimed will be donated to charity throughout the year and at least quarterly. The school is not responsible for lost articles or money; therefore, it is suggested that students leave articles of value at home.

MEDICATIONS

Every effort should be made by the parent/guardian of the student to administer prescription drugs outside of the school day. If it is necessary for the student to receive medication during the school day, the parent/guardian must complete and return the [Medication Form](#) signed by the student's physician. Parents are required to bring the medication (prescription and over-the-counter medications) in its original container with a current expiration date and completed medication forms to the school nurse in the clinic. Students are never to transport medication to or from school. Please refer to PWCS' regulations regarding medications: [R757-4 Management of Medication Administration in the School Setting](#), [R757-5 Management of Asthma in the School Setting](#), [R757-6 Management of Diabetes in the School Setting](#). For further information, reference the [PWCS Student Health and Wellness website](#).

The school will not accept medication that has expired or over-the-counter medication that is not in the original, unopened container. Prescription drugs must be submitted in the original container. The school will not be responsible for lost or spilled medications. Inhalers need to have a pharmacy label. At the end of the school year, parents must pick up all remaining medications. In the event that a student is required to carry an inhaler on his/her person, the school nurse must review the doctor's note and provide approval prior to carrying this through the building.

CANVAS & PARENT VUE

Canvas is the learning management system tied to Reagan's website. It contains individual classroom web pages where students and parents can access homework due dates, files, class resources, and more. Parents and students can create personal portals that allow them to e-mail teachers, store files, and maintain a personal event calendar.

Parent Vue provides the opportunity for parents to access key pieces of information on file at school regarding their student(s) including grades, attendance, contact information, medical history, etc. Parents obtain access to this system when they register their student for school. If you cannot access Parent Vue, please email Mrs. Bucci, our school registrar at buccika@pwcs.edu. Canvas can be set up in a different language for parents who need it translated.

PTSO

The PTSO conducts a membership drive during the month of September. Membership information is available during Back-to-school nights and throughout the year in the main office. The PTSO supports our students and teachers by providing activities such as bingo nights, school dances, and other opportunities that support the academic, social, and emotional well-being of students. For further information visit the [PTSO webpage](#).