

Katy Independent School District



Student Handbook

MAYDE CREEK

Junior High School

2018 -
2019

XII. Campus Pages

A Message From Your Principal

Dear Student, Parents and Family Members:

Welcome to Mayde Creek Junior High. We are proud of our dedicated, caring staff and excited to work with our enthusiastic learners this year!

As requirements and complexities of teaching students increase, it becomes increasingly apparent that we all need to work together to ensure our students reach their potential. We believe that all of us - the school, home and community - must work together in an extended family environment to ensure success for all our students. We believe it is everyone's responsibility to empower children with the creative, scholarly, and decision-making skills necessary for them to become academically, socially, physically, and emotionally successful and responsible.

With that in mind, you are invited to be an active participant at MCJH. Whether you are a fine arts/athletics volunteer, a member of our PTA or campus advisory team, special event participant, or simply a frequent visitor, you are encouraged to be involved! Research on schools clearly demonstrates that parent participation in their child's school coincides with a greater likelihood of academic success for their child and a positive reputation for their school.

At MCJH, we follow the **C.A.R.E.** creed. Students who commit to their education and strive to achieve in all their endeavors will find success. Furthermore, students who respect everyone including themselves will enjoy their interactions not only in school, but in life. Finally, our students empower each other to do the right thing, which is a strong characteristic for leadership. All of our students can and will be leaders for our school! **C.A.R.E.** is not just a cute acronym, it is truly what guides our students to a successful and enjoyable junior high experience!

It is our desire to keep you informed of all that is taking place at school. Up-to-date and additional information will be sent to you through our eNews and will appear on our school web site and social media. Reciprocally, if you have questions or concerns that arise at any time, please do not hesitate to give your child's teacher, counselor, assistant principal or me a call. I look forward to having a long and rewarding relationship with you and your family. Go Gators!

Sincerely,
Dr. David Paz
Principal

Welcome

Mayde Creek Junior High faculty and staff are committed to maintaining a safe and orderly school. The procedures outlined in this handbook are designed to keep distractions and disruptions of the learning environment to a minimum. These procedures operationalize and supplement rules detailed in the KISD Discipline Management Handbook and Student Code of Conduct. The information included in the handbook is information for which students are held accountable. For that reason it is highly recommended that parents and students read and discuss the contents. Each document should be kept on file as a reference regarding campus and district procedures.

Mission Statement

In collaboration with students, parents and the community, Mayde Creek Junior High will provide each child with exceptional learning experiences to enhance individual abilities in order for students to become productive and responsible members of society.

Vision Statement

MCJH strives to put our **students first** in all decision making.

Administration Information

Mayde Creek Junior High

2700 Greenhouse Road • Houston, Texas 77084

Mayde Creek Junior High	(281) 237-3900
Main Campus Fax	(281) 644-1650
KISD Administration Building.....	(281) 396-6000
Tax Office	(281) 396-2700
Transportation	(281) 396-2700
Katy ISD Police Department	(281) 237-4000

Personnel

David Paz Ed.D.	Principal
Jessica Hale	Student Support Administrator
Stephanie Montez.....	Assistant Principal – Grade 6
Michelle Donahue.....	Assistant Principal – Grade 7
Joshua McDonald.....	Assistant Principal – Grade 8
Alejandra Jones.....	Campus Secretary
Erica Flores.	AP Secretary
Mayra Cantu.....	AP Secretary
Christine Williamson.....	Counselor – Grade 6
Jacqueline Evans.....	Counselor – Grade 7
Meredith Keener.....	Counselor – Grade 8
Betty Covert.....	Registrar
Cristal Medellin.....	Attendance

Offices

Principal's office, grade level principals' offices, and counselors' offices are open from 8:10 am to 4:10 pm each day.

Important Procedures to Remember

We have designed the Mayde Creek Campus Supplement to correlate with the structure of the KISD Junior High School Student Handbook.

I. Absences from School

Exemplary Attendance Guidelines

1. Student must be enrolled in Katy ISD or before the 90% for credit date.
2. Absences for natural disasters or uncontrollable factors should not be counted if officially designated by the superintendent of Katy ISD, such as weather conditions, etc.
3. Student must be in attendance each day at 10:00 a.m. for state ADA purposes.
4. A student who is not present at 10:00 a.m. will still be considered for exemplary attendance as long as the student presents a **medical note** to the attendance office upon arrival.
5. Religious Holidays will not count against exemplary attendance.

Special Absences

Absences other than for an illness, dentist or doctor's visit, or a death in the family are called special absences. When your student must request a special absence from school, he/she should pick up a Pre-arranged Absence Form from the Attendance Clerk. The form allows Administration to consider the reason for the request and determine the approval/disapproval status. It then serves to notify the teachers and provides an opportunity for arranging for makeup work if allowed.

Parents requesting that their students be approved for an upcoming trip, special function, etc., must submit a note to the Attendance Clerk at least three (3) days BEFORE the absence is to begin. The student will then be given a "Pre-arranged Absence" form. The student will circulate the form to all of his/her teachers. The completed form MUST be returned to the Attendance Clerk and have principal's approval prior to the absence. Principal approval is given based on grades and compliance with the 90% attendance requirement mandated by the State. Parents of students with low grades and/or excessive absences may be contacted by school officials to discuss the necessity for the special absence and to explore ways to improve student performance/attendance.

Students being absent from school due to a Pre-arranged Absence at the end of a semester (semester/final exam week) will be required to take make-up exams/assessments. Any missed exams/assessments must be taken within two weeks from the final day of the semester in which the exam is missed or a grade of zero (0) will be given for the missed exams/assessments. Students that leave school due to a Pre-Arranged Absence during the final week of school could become ineligible for promotion based on missed exams or be required to attend summer school. It is important that all students be in attendance through the final day of classes.

II. Academic Eligibility

Incomplete Grades

An "I" will be assigned for an incomplete grade. Students will be responsible for turning in make-up work to the teacher on the agreed date. If work is not completed, the grade becomes a zero and an average will be calculated based on a zero being assigned for the missed work. Students are responsible for work missed.

III. Behavior/Discipline

Dress Code

The dress code is outlined in the Katy ISD Discipline Management Plan and Student Code of Conduct Handbook. This should be read for details not included below.

The Principal, or Principal Designee, is authorized to determine the suitability of student attire and grooming within this policy. If there is a violation, the student will be given the opportunity to correct the problem at school with appropriate consequences assigned. Students will be given school issued clothing that is returned at the end of the day. Repeat offenses will result in more serious disciplinary action.

The principal, in cooperation with sponsor, coach, or other person in charge of an extra-curricular or co-curricular activity may regulate the dress and grooming of students who participate in the activity. Students who violate these standards may be removed or excluded from the activity for a period determined by the principal or sponsor and may be subject to disciplinary action.

Regulations governing campus dress and grooming standards are enforced by the administration, faculty and staff. Any attire that is distracting or disturbing will not be permitted on school property.

The following items will not be worn at MCJH:

- Hats or head coverings
- Rubber or shower flip flops (not recommended)
- Skirts, dresses, split-legged attire and skirts with slits can be no higher than mid-thigh.
- Holes in clothing above mid-thigh
- Pants will be worn appropriately at the waist with no undergarments showing.
- Revealing and transparent clothing resulting in bare midriff/straps
- Tank tops.
- Objectionable subject matter.
- Wallet chains.
- Boxer shorts.
- Sleepwear.
- Pants or other clothing with large compartments (pockets) or hidden compartments.
- Extremely large shirts or long shirts that conceal the regular pants pockets.
- Shoes (without wheels) must be worn at all times.
- Clothing (i.e. pants, dresses) may not be made of spandex or other form-fitting materials.

The best guideline is to wear clothes that fit appropriately and to stay well-groomed. Parents are asked to work with the school to avoid oversize clothing and clothing that has large and/or numerous pockets. These guidelines are in place for the safety of all students. Additional guidelines can be found in the Katy ISD Student Code of Conduct Handbook.

Tardies

- Punctuality is an important responsibility that students must maintain. Students miss vital preparation and instruction time when they are tardy. Being tardy is an infraction of the KISD Student Code of Conduct (See SCC).
- Teachers stand at doors between classes. When the tardy bell rings, a teacher closes his/her door. Students are not permitted to enter the classroom without a tardy pass from the Assistant Principals (AP) Office. If a student does not have his/her ID then an additional consequence will be assigned to the student.
- Tardies are tracked by the Assistant Principals. Tardies are cumulative among classes and are kept by 6 weeks. The following consequences will result when tardies occur:
 - 1st - 3rd Tardy: are warnings.
 - 4th Tardy: a lunch detention will be assigned.
 - 5th Tardy: a 1-hour detention will be assigned.
 - 6th Tardy: a 2-hour detention will be assigned.
 - 7th - 9th Tardy: a 2-hour Saturday detention will be assigned.
 - 10th - 12th Tardy: a 4-hour Saturday detention will be assigned.
 - 13th Tardy or more: an overnight suspension will be assigned that requires a parent conference prior to the student returning to school the next day.
- Additional tardies will result in parent conferences and further consequences. Tardy sweeps occur each period and **an automatic 2-hour detention is assigned to students who are tardy after lunch.** Help your child to understand how quickly tardies can accumulate. Those tardies that are warnings should be saved for those times when the student may have a valid reason to need more time to arrive at the next class. Tardies can quickly result in the student not being eligible for participation in events or for special recognition given with the level of increasing consequences. Finally, missed detentions will result in additional hours of their initial detention.
- District policy and guidelines related to student discipline are outlined in the KISD Discipline Management Plan and Student Code of Conduct Handbook. The acknowledgment card, which is located on the first page of this document, should be signed by the parent and student and returned to school no later than the day indicated in the student packet.

Student Guidelines

Student guidelines and expectations are discussed thoroughly with each student during the first three days of the school year. The students have an opportunity to ask questions concerning the guidelines in this handbook at that time. Faculty and staff do this in an organized manner to ensure that each student understands the expectations and policies for which he/she is held accountable.

Cheating

There will be parent contact for EACH cheating offense.

Cheating is defined by the Katy ISD Discipline Management Plan and Student Code of Conduct. For clarification, the school-wide cheating policy is as follows: FIRST OFFENSE – The student will receive an “N” in conduct and a 2 hour detention, and counseling from the teacher and/or administrator about the seriousness of the offenses. Students cheating on a test will retest for a maximum grade of 70.

SECOND OFFENSE – The student will receive a ZERO on the assignment and a “U” in conduct, a 2 hour Saturday detention, and could be excluded from representing the school in extracurricular activities.

THIRD OFFENSE – The student will receive a ZERO on the paper, a “U” in conduct, a 4 hour Saturday detention and will not be allowed to represent the school in any extracurricular activities. **A third offense will also result in removal from leadership positions.**

Classroom Discipline Guidelines

In order to create a learning environment that every student needs and deserves, it is important that a school have an effective plan for discipline. High expectations are set for student behavior to create a safe and orderly environment in which a student can learn.

The following elements are in the MCJH Code of Conduct/Discipline **Management Plan:**

1. Each teacher will explain his/her classroom expectations for appropriate behavior and responsibilities.
2. Each teacher will manage minor misbehaviors (Level I) occurring in the classroom by following these steps:
 - 1st Offense** – The teacher warns the student and conferences with him/her.
 - 2nd Offense** – The teacher contacts the parent by phone or email; Teacher can assign a 30 minute detention.
 - 3rd Offense** – The teacher contacts the parent by phone; Teacher will assign a 30 minute detention.
 - 4th Offense (Level II)** – The teacher will refer the student to the appropriate Assistant Principal.
3. Serious infractions (Level II – V) will result in an office referral.

Very strict guidelines are followed at Mayde Creek in order to create the kind of school that parents are proud for their children to attend. Please review with your child so that he/she can work at their optimum level.

School Property Damage

Students who damage school property or the property of others will be expected to make restitution. If school property is damaged, this would include the cost of the property or the cost of materials and labor. Students are also subject to other disciplinary penalties for the malicious destruction of property.

Parent/Student/Teacher Conferences

Parents are encouraged to request a conference when necessary. Teachers may contact you to request that you attend a conference in person.

Withholding Privileges

Students will be excluded from special programs, special reward activities, field trips, class activities or pep rallies and assemblies if they cannot meet behavioral expectations and maintain passing grades.

Administrator Assigned After School Detention

After school detention will be assigned by an administrator or designee. Detention is held on Tuesday and Wednesday in most cases. Skipping detention will result in additional consequences.

Teacher Classroom Detention

Teachers will assign classroom detentions after notification of parent has taken place. Teacher detention is held at the discretion of the teacher.

Lunch Detention

Teachers or Administrators can assign lunch detention. This requires that the student eat quietly in a designated location other than the regular cafeteria tables. Students may be restricted to specific cafeteria lines in order to expedite their lunch detention period.

IV. Cafeteria Services

(See page 7)

V. Clinic Health Topics

(See page 9)

VI. Communication between Home-School

A “Week at a Glance” email from core content teachers is sent the end of every Monday. Teacher Canvas webpage are also updated as well as a weekly Enews sent from the district. Please make sure that your email and phone numbers are current on your student’s enrollment card. If a change to your contact information occurs during the school year, please contact Betty Covert, campus registrar.

VII. Instructional Topics

Pre-AP

PreAP courses are designed to challenge motivated students and prepare them for success in college level course work in high school and beyond. These advanced or above grade level courses move at a faster pace, are more academically challenging and require more independent learning than academic courses (for more information, as well as exit criteria, please refer to the KISD Secondary Grading and Reporting Handbook). PreAP math classes are considered above grade level as 6th grade PreAP math will cover both 6th and 7th grade curriculum. 7th Grade PreAP students will learn the entire 8th grade curriculum, and will take the 8th grade STAAR test in the spring semester. As a result, it is highly suggested that students struggling in PreAP math classes enroll in our PreAP lab class to provide additional time and support prior to dropping the class. An Algebra lab class is also available in 8th grade for additional support.

Test Schedule:

Major Tests

A major test is one that culminates a substantial instruction sequence, counts in grade averaging more than a daily grade, and is scheduled at least one day in advance.

In order to avoid students having an excessive number of examinations on one day, the following is the major test schedule for all grade levels:

Odd Calendar Dates:

Math, Social Studies, Electives

Even Calendar Dates:

Language Arts, Science

Example: Wednesday, October 10th could have tests given in Science classes and Language Arts classes due to the date being an even numbered day.

Occasionally alterations to the testing schedule may occur with the approval of administration and notification of grade level teachers.

Quizzes

Short-check tests which count no more than a daily grade and may or may not be announced in advance. Quizzes that are given with prior notice will count as a minor grade.

Six Weeks Tests

A six weeks test will usually be given at the end of each grading cycle. Sixth grade students will take a six week test in lieu of a semester/final exam. Seventh and eighth grade students are given semester exams.

Final Exams

Final exams are given in each core curriculum and high school credit course in seventh and eighth grade. Exams count 1/7 of the semester grade unless it is a course for high school credit. Exams in high school credit courses count ¼ of the semester grade. After-school activity is decreased during final exams.

Missed Semester/Final Exams. Any missed exams/assessments must be taken within two weeks from the final day of the semester in which the exam is missed or a grade of zero (0) will be given for the missed exams/assessments. Students will be given an “I” in the subject in which an exam/assessment is missed until such time as the exam is either completed or the deadline has expired for taking the exam. Students that are absent from school during the final week of the school year could become ineligible for promotion based on missed exams or be required to attend summer school due to a zero on an exam. It is important that all students be in attendance through the final day of classes.

Intervention/Enrichment Programs

Teacher teams will provide tutorials before or after school three times a week.

Gator Academy is our before school tutorial program during the first semester. This program is designed to assist students who need additional support to be successful in class.

Gator Camp is our STAAR preparatory program during the second semester. It is five weeks prior to each STAAR test and is an enrichment program for our higher achievers. Programs will be created to help students reach their highest potential possible.

Advisory

Advisory period is a structured, supervised time at the end of the day during which students engage in homework, tutorials, test and STAAR preparation or reteach opportunities with their teachers. Advisory period teachers expect students to be well behaved and focused each day. This time can be extremely beneficial to student learning when approached responsibly by the student. Advisory period is also used for announcements, assemblies, organizational meetings, pep rallies, celebrations and special events/activities as scheduled.

Homework

Homework is assigned in most courses several nights of the week. Homework can be assigned over weekends and holidays. As students’ progress from sixth to eighth grades, they can expect more homework. All students may purchase an optional assignment planner in which they record their homework assignments for each class daily. The use of an electronic device is a permissible replacement for an assignment planner.

Parents should routinely check their child’s assignment planner, in order to be sure that the habit of recording assignments is being developed. In all cases, homework is due at the beginning of the period on the date for which it is assigned. Homework can be turned in one day late for a grade of up to 70.

Parents are urged to let their children experience this consequence and learn from it; better time management and home study routines often result from receiving this penalty. Parents are discouraged from delivering forgotten homework to the school. While we will accept it and will notify your child that it has been delivered, office staff in no way guarantees that your child will pick it up before the beginning of the class in which it is due. If your child does not pick it up before the beginning of the period in which it is due, your special delivery will have been for naught. We in no way guarantee delivery of items by a specific time or period.

Late Work

“Late” is defined as *the assignment being received by the teacher after the beginning of class in which the assignment is due*. **Assignments that are delivered to the school by parents are NOT guaranteed to reach the student by the beginning of the class in which the assignment is due.** The Mayde Creek homework policy states that late work will be graded in the following manner:

1. Each teacher will explain campus homework expectations.
2. Each teacher will manage the first four missed homework assignments per semester. The MCJH Homework Coordinator or Grade Level AP will assign additional consequences for excessive missed homework.
3. The following is an outline of the MCJH missed homework procedures:
 - 1st Offense – Students may receive a grade of up to 70% for homework submitted the next day for the subject in which the assignment was not returned on original due date.
 - 2nd Offense – If the assignment is not returned at the next class period, the student will be assigned a teacher Homework Hall where the student will complete the assignment for a grade of up to 70%.
 - 3rd Offense – The teacher will assign a Homework Hall where the student will complete the assignment for a grade of up to 50%.
 - 4th Offense – The student will receive an office referral for a 1 hour after school detention.
 - 5^{th+} Offense – The student will be assigned a 2 hour after school detention or a Saturday detention.
4. Failure to attend Homework Hall will result in an office referral for non-compliance of a teacher’s directive, which will result in further consequences.
5. This rule applies to all subjects and grade levels.

Late work other than homework, such as projects and labs, may be turned in one day late for a 30 point penalty.

VIII. Library Services

(See page 20)

IX. Procedures/Routines

Arrival and Departures

Car riders are to be dropped off & picked up in the back of the school (east side of campus facing Mayde Creek High School) in the school drop-off/pick-up area. Students are not to be dropped off or picked up on Greenhouse Road, north side of campus, in the faculty parking lot, or in the bus lane. This poses a serious safety risk for your child and all students at MCJH. The 5 minutes you save dropping off or picking up at another location is not worth the safety and wellbeing of our students. Students may not cut across the parent pick up line to get to their cars. All of these areas are under the supervision of school personnel in the morning and the afternoon. Parents are asked to respect the direction of the school staff member on-duty. Please do not ask your child to cut across the drive area to get to your car. Doing so puts your child in the position of cutting across unsupervised traffic areas or bus lanes. School personnel are directing the area in such a way that your child will receive the best supervision possible.

Please do not ask your child to meet you or drop off in the faculty parking lot. Please do not ask your child to meet you at Al's Pizza House or the church located across Greenhouse Road. Your child's safety will be at risk.

Students are not allowed to be picked up or dropped off in a limousine, party van, or any other vehicle that could cause a disruption during the school day. Students may enter the building starting at 7:45 a.m., and may wait in our holding area until 8:25. Starting at 8:25 students will report to their grade level holding areas. Breakfast is available for all students to purchase and eat in the cafeteria. Otherwise, 6th and 7th graders go to the practice gym; 8th graders go to the competition gym. Students are to sit down, visit quietly or read/study. These areas are supervised beginning at 7:45 a.m. Students remain in these respective areas until they are dismissed by faculty/staff to go to their 1st period class. School is dismissed at 3:55 p.m. Students should be picked up no later than 4:15 if they are not attending an after school activity supervised by a staff member. After the first instance of late pickup, additional consequences will be assigned. These guidelines are for the purpose of keeping your child safe.

Hallway Procedures

With the large number of students changing classes each period, the halls are crowded. The following are our expectations for student behavior in the hallway:

- **Conversation:** Gators may talk at a voice level 2.
- **Help:** Gators may find the nearest adult if they need assistance.
- **Activity:** Gators should walk with a purpose to their destination.
- **Movement:** Gators may walk at a level 2 walking speed.
- **Participation:** Gators walk on the right side of the hallway and do not block the flow of traffic talking to their friends. Rather they should walk and talk at all times.
- **Success:** Gators C.A.R.E. about our school.

Any student who needs to be in the hall at any time during school hours other than a regular class break must have a hall pass signed by the teacher of the class from which the student is temporarily absent. Students in the corridors during class periods are expected to walk to their destination quietly. No student is allowed in the school corridors before school hours without a pass or after school hours without permission from a faculty member.

Student can be issued an office referral for inappropriate hallway behavior.

This includes, but is not limited to:

- Being in the wrong hall without the correct Hall Pass.
- Horseplay.
- Non-compliance of staff directive.
- Littering or loitering.
- Loud, disruptive behavior.
- Abusing the use of a pass.

Emergency Drills/Measures

Students are taught emergency drills and procedures. These drills are practiced each month. Students never know when an emergency alarm is a drill or the real thing.

Help your child to understand the importance of:

1. Knowing the signals.
2. Knowing to exit quickly and without any talking.
3. Knowing to listen to the teacher at all times for directions.
4. Knowing to move to the nearest classroom/teacher immediately if the alarm sounds while he/she is in the hallway or restroom.
5. Knowing to report to the nearest teacher his/her name and what class they should be in so that the teacher will report the presence of the student to administration.
6. Knowing that emergency procedures remain in effect until the student is back in the classroom.
7. Knowing that the safe student is the thinking/alert student.

During emergency drills, all personnel must exit the building. No phones are answered during these drills.

Lockers

Lockers are by request only and the responsibility of the student during the school year. Contraband and all items inside the locker will be considered the possession of the student who is assigned the locker. It is highly discouraged for students to share lockers or locker combinations with their classmates. Locker requests will be accepted after our MCJH Open House.

Evening Activities

We welcome student attendance at night, such as basketball games and concerts. However, non-participating students are not permitted to stay after school in order to attend these events. Students must go home as they normally do and return at the scheduled time for the event. **We encourage parents to attend school events with their children whenever possible.**

Students are expected to behave appropriately at evening events and to follow school rules. Failure to do so will result in the student being sent home from the activity with additional disciplinary consequences pending. In addition, students who are assigned to In-School Suspension (ISS) or Out of School Suspension (OSS) are not allowed to attend any activity occurring on the day(s) they are in ISS or assigned OSS.

Visitors to Campus

Parents are always welcome to visit school for events, assemblies, and to attend conferences. We also accommodate parents who wish to visit classes. Please arrange such visits at least a day in advance by contacting your grade level principal.

Lunch Visitors:

Lunch visitors will be restricted to parents/guardians and grandparents (with written permission from the parent). Siblings (including non-school age children) are not permitted to visit lunches. A guest table will be designated for lunch visitors. Only an authorized lunch visitor and the student for whom the visitor is approved may sit at the designated guest table.

Lunch Deliveries

If you would like to bring your student lunch, they will need to meet the parent/guardian in the front office, at the beginning of their lunch period in order for you to give them the food directly. Food should only be delivered by a parent or guardian. The front offices will not accept or store lunch deliveries. In addition, students may not have food delivered to the school during their lunch period, during, before, or after school from an outside restaurant, such as pizza, or through companies such as Door Dash, etc. All such deliveries will be turned away. During a closed campus, no lunch deliveries are permitted. Closed campus dates will be communicated in advance through eNews.

All parents and visitors to MCJH must sign in at the front office and be entered into the Raptor Visitor System. The system will generate an official visitor tag. It is important to wear the visitor tag at all times while at school.

Student visitors to campus are severely restricted. A student will not be allowed to have a friend accompany him/her to class.

X. Textbooks

The Texas Education Code states, "Failure to adequately protect textbooks must result in penalties to student (and parent/guardian) designed to minimize losses to the campus, the District, and the State of Texas." In order to comply with this law, MCJH will enforce the following procedures.

1. Students will be held accountable for the use of class sets of textbooks. If students notice damage, they need to report it immediately to the teacher.
2. For consumable textbooks, textbooks may not leave the classroom without teacher permission.
3. There will be a book check every semester.
4. Damage or loss of book will result in fines assessed per the district.
5. Information about online textbook access will be shared by teachers.

XI. Transportation

Bus Privileges

Riding the bus is a privilege that KISD offers to all students. Each bus has a list of rules that all students are expected to follow that will ensure each individual a safe ride to and from school. When these rules are violated, students will be placed on probation or suspended from riding the bus.

Bus Rules

Follow These Rules to Keep Your Riding Privileges:

1. Respect each other.
2. Observe the same conduct as in the classroom.
3. Cooperate with the bus driver.
4. Keep the bus clean. Food and drinks are not allowed.
5. Stay in your seat.
6. Keep head, hands, and feet inside the bus.
7. Bus driver may assign seats.
8. Students are assigned to ONE bus. If a student wishes to ride a different bus, he/she must turn in a note to the AP Office before school.
(See Riding a Different Bus)
9. Student must get on and off at his/her assigned stop.
10. Anything that creates a distraction will be taken up by the bus driver and given to the school administrator.
11. Students are responsible for their own band and orchestra instruments. Students must sit with their own instrument.

Bus Discipline Procedures

1 st Offense	Warning / School Consequence
2 nd Offense	5 - 10 days off the bus/ School Consequence
3 rd Offense	Off the bus for the remainder of the semester or year /School Consequence

Note: Any serious bus offense may automatically result in removal of bus privileges regardless of the number of offenses.

Riding a Different Bus

A student may need to ride a bus other than the one to which he/she is assigned for emergency reasons only. Before students may ride any bus other than their own, the principal or assistant principal must approve a note from the parent requesting that a different bus be ridden.

The note must include:

1. Student's name.
2. Number of bus to be ridden and name of student he/she is riding with.
3. Number of regular bus.
4. Reason for the request.
5. Parent or guardian's signature along with work & home phone numbers.

The student must turn the bus note in to the AP Office **before school**. This note is verified by the office and returned to the student. Notes are not accepted in the halls, cafeteria, or at the bus stop and will not be signed in these spots. Students can pick up approved bus notes from the AP Office in the afternoon if they have not been returned to them by the end of the day. Generally a request to ride a different bus is for one day only. If the request is for an extended period, the school must also check with the Transportation Department before approving it.

XII. Student Organizations and Opportunities for Participation – 2017 - 2018

Students will be informed about club and organization opportunities as the year progresses. Many organizations have special entrance requirements and criteria for

maintaining membership. Please read these brief descriptions carefully and study all printed information sent home by the sponsors.

In order to join, tryout for, or participate in MCJH athletics, cheerleaders, Student Council or National Junior Honor Society, a student must be enrolled at Mayde Creek Junior High at the time of the event, tryout and/or elections.

- 1. Academic Contests:** Throughout the year students are invited to participate in local academic contests such as KISD Spelling BEE and Destination Imagination. Information about these opportunities is made available through core teachers and public announcements.
SPONSORS: Nicole Varga/Spelling Bee, Sarah Worthen & Petra Thompson/Destination Imagination
- 2. Academic Pentathlon:** This team of students with varying GPAs compete with other junior high teams in rigorous contests held throughout the year.
SPONSORS: Rebecca Calvert & Marissa Salls
- 3. Athletics:** Students in seventh and eighth grade may participate in the competitive athletic program. Boys' sports include football, basketball, track, tennis, and soccer. Girls' sports are volleyball, basketball, track, tennis, and soccer. Girls are also eligible to participate in the football program. Notice of tryouts for each sport is given through the physical education classes. Practices are held before and/or after school. In order to play in athletic contest, s students must have a current physical exam on file, be academically eligible, and must adhere to the Athletic Code of Conduct.
ATHLETIC COORDINATOR: Christopher White ASSISTANT COORDINATOR: K'Loni Etumnu
- 4. Gator Guides:** Via this organization students are paired with new enrollees to help them learn school routines, and meet people. Teachers nominate current students to be "buddies". Students then have the chance to join if they wish to participate.
SPONSORS: Jacqueline Evans, Meredith Keener & Christine Williamson
- 5. Cheerleading Squad:** The cheerleaders promote school spirit and support student involvement in extracurricular activities and competitions. The squad consists of no more than 24 cheerleaders, up to twelve eighth grade students and twelve seventh grade students. The cheerleaders are selected in the spring by a panel of judges following an on-campus cheerleading clinic.

There is a substantial financial commitment associated with being a cheerleader. Announcements about the cheerleading selection process are made to students in early spring.

TRYOUT REQUIREMENTS: Parents are required to attend an information meeting detailing try-out requirements in the Spring prior to Try-outs.

SPONSORS: Kayla McCormack (8th Grade) & Veronica Rendon-Majmudar (7th grade)

6. **Student Council:** The Student Council works on school wide service projects and recreational activities for students. Representatives and alternates are elected in the spring from each grade level through social studies classes. Students must complete an application packet in order to stand for election as a Student Council representative. The application packet will be announced and made available through all science classes. Meetings are held periodically during Advisory period.
SPONSOR: Heather Minchew
7. **Intramural Activities:** The intramural program provides a limited opportunity to participate in intra-school sport and game events at all grade levels. Several intramural activities are planned each year and may occur during Advisory Period or be scheduled after school. All interested students in the targeted grade levels are eligible to participate in the intramural program. Announcements of upcoming activities are made by public address and printed student announcements as well as through advisory classes.
SPONSORS: MCJH Coaches
8. **Musical and Performing Groups:** MCJH has a strong music department with opportunities for students in band, choir, and orchestra. To participate in these groups students enroll in the elective course corresponding to their musical talent. The musical groups perform night concerts, attend musical competitions, and hold recreational activities in addition to their class time. A decision to participate in these groups should be made during the course selection process.
SPONSORS: Jeff Eldridge and Kristopher McKee – Band, Matt Tavilson – Orchestra, Leigh Schmidt – Choir, Janae Wineland- Theatre
9. **National Junior Honor Society:** The National Junior Honor Society is an honorary society with a national charter which seeks to recognize and encourage academic achievement while developing other qualities of service, character and leadership. Students must meet several criteria before being selected for membership. The first criteria which must be met is that of earning and maintaining a 3.75 grade point average during the seventh and/or eighth grades. The student must have been in attendance at MCJH the equivalent of one semester. Student behavior and discipline history is also considered. Students are selected for membership in the NJHS at the end of their seventh or at mid-year of their eighth grade year. Students are made aware of NJHS through their content classes and information regarding the honor society is published in our school newsletter.
SPONSOR: Leslie Mathis
10. **Pep Squad:** The pep squad is a school spirit organization. Members of the pep squad attend designated sports and participate as a squad at school pep rallies. Membership is open to all interested students. A membership drive is announced to students during the first month of school. A nominal fee is charged members for tee shirts and pom-poms.
SPONSOR: Brittney Schindler

11. **Science Olympiad:** A new club set to examine how science works in everyday life. An emphasis in problem solving skills and inquiry-based learning is an important piece for participation. Each year, a portion of the events are rotated to reflect the ever-changing nature of genetics, earth science, chemistry, anatomy, physics, geology, mechanical engineering and technology. Combining events from all disciplines, Science Olympiad encourages a robust cross-section of student participation. Additionally, Science Olympiad develops teamwork and cooperative learning strategies that promotes high levels of achievement and success!
SPONSOR: Jennifer Harsch

Participation in extracurricular activities is a privilege of which students are encouraged to take advantage. However, students involved in extracurricular activities should be aware that a high standard of behavior is set for them. Students may receive disciplinary consequences related to the club or team in addition to school discipline consequences for inappropriate behavior.

Colors

Green and White

Mascot

Gators

PTA Officers

President: Jasmin Ceaser

President Elect: Christy Ellman

Membership: Sue Roberts

VIPS: Ruth Fernandez

Secretary: Wilson Salazar

Treasurer: Mae Martinez

Hospitality: Kerri Milam

Spirit Wear: Anna Mansfield

Publicity: Lynn Paul

Mayde Creek Junior High would like a very active Parent Teacher Organization (PTA). This organization is a local PTA unit organized under the authority of the Texas Congress of Parent and Teachers (the Texas PTA), a branch of the National Congress of Parents and Teachers (the National PTA). Parents are encouraged to volunteer for many popular programs helping our students and staff throughout the year.

Important Dates

August 9	Thursday	6-8 th Grade Orientation
August 15	Wednesday	First Day of School
September 3	Monday	Labor Day Holiday
September 20	Thursday	Open House
September 21	Friday	End of 1 st Six Weeks
October 8	Monday	Early Dismissal
October 19	Friday	Early Dismissal
November 2	Friday	End of 2 nd Six Weeks
November 19-23		Thanksgiving Break
December 21	Friday	End of 3 rd Six Weeks Early Dismissal
Dec. 24 -Jan 4, 2019		Winter Break
January 8, 2019	Tuesday	First Day Back
January 21	Monday	MLK Holiday
February 15	Friday	End of 4 th Six Weeks Early Dismissal
February 18	Monday	President's Day Holiday
March 11 - 15		Spring Break
April 5	Friday	End of 5 th 6 weeks/Early Dismissal
April 19	Friday	Good Friday Holiday
May 23		Last Day of School Early Dismissal

Bell Schedule

Regular 6th Grade Schedule

1 st	8:45 – 9:38
2 nd	9:42 – 10:27
3 rd	10:31 – 11:16
Lunch	11:20 – 11:50
4 th	11:54 – 12:39
5 th	12:43 – 1:28
6 th	1:32 – 2:17
7 th	2:21 – 3:06
8 th	3:10 – 3:55

Regular 7th Grade Schedule

1 st	8:45 – 9:38
2 nd	9:42 – 10:27
3 rd	10:31 – 11:16
4 th	11:20 – 12:05
Lunch	12:09 – 12:39
5 th	12:43 – 1:28
6 th	1:32 – 2:17
7 th	2:21 – 3:06
8 th	3:10 – 3:55

Regular 8th Grade Schedule

1 st	8:45 – 9:38
2 nd	9:42 – 10:27
3 rd	10:31 – 11:16
4 th	11:20 – 12:05
5 th	12:09 – 12:54
Lunch	12:58 – 1:28
6 th	1:32 – 2:17
7 th	2:21 – 3:06
8 th	3:10 – 3:55

Early Dismissal Schedule

1 st	8:45 – 10:00
3 rd	*Periods will rotate
5 th	*Periods will rotate
Lunch/8 th	10:04 – 11:42
2 nd	11:46 – 12:55
4 th	Periods will rotate
6 th	Periods will rotate
7 th	Periods will rotate

Communication

How to stay connected with Mayde Creek Junior High for news, comments, encouragement, reminders and much more! Sign up for:

Facebook: [Maydecreekjuniorhigh](#)

Twitter and Instagram: [@MCJHGators](#)

eNews - The new Parentlink messaging system allows community members to subscribe to campus enews messages, as well as District-level messages such as the KatyISD Update and Board Meeting Notices. The link (www.katyisd.org/dept/communications/Pages/subscribe.aspx) to subscribe to these messages is available on the home page in the box titled "Katy ISD Update." This link also includes a box next to each campus, which allows community members to subscribe to individual campus enews.

Katy on the Go Mobile App



Stay Connected with our NEW

KATY *OnTheGo*

Mobile Application

How to Download the App

Go to the App Store or Google Play

Search "Katy ISD"

Select "Free" and then "Install"

You will need to know your Apple or Google account password

After it has installed select "Open"

You have now downloaded the app

Home Access Center

How to log into the Home Access Center

1. Navigate to <http://www.katyisd.org/hac/>

2. Click on the icon

3. Input your username in the Username field and your password in the Password field. Passwords are case-sensitive,

Campus Web Site

<http://www.katyisd.org/campus/MCJH>



Katy Independent School District
Publications and Printing Department

It is the policy of Katy ISD not to discriminate on the basis of sex, disability, race, religion, color, gender, age, or national origin in its educational programs and/or activities including career and technology programs, nor in its employment practice.