



ELGIN ISD

ONE TOWN • ONE TEAM • ONE FAMILY

EMS Administration Team



Mr. Bobby Joe Truhill
Principal



Mrs. Danielle Saenz
Assistant Principal



Mr. Jorge Garcia
Assistant Principal



Ms. Loren Rivera
Assistant Principal



Student Support Staff

- **Counselors**: Mrs. Mendez (SEL), Mrs. Sand (8th) and Mrs. Cox (7th)
- **Librarian**: Mrs. Clark
- **AP/Counselor Admin Assistant**: Ms. Yanez and Ms. Nash
- **Technology Specialist**: Ms. Glover
- **Instructional Coaches**: Mrs. Jaimes & Mr. Badillo
- **Nurse**: Mrs. Martinez



7th Grade Teachers

ELA

Ms. Olmedo
Mr. Clowdus
Ms. Garza
Ms. Roberson

Mathematics

Ms. Gruetzner
Mr. Sikes
Mr. Shaw
Ms. Avalos

SPED

Ms. Valle Ms. Rosales
Ms. Caine
Mr. Lumpkins
Ms. Jones Porter
Ms. Harris
Mr. Murray
Ms. Wright
Mr. Milligan
Ms. Trujillo
Ms. Rangel

Science

Ms. Navarro
Mr. Stevens
Mr. Pipkin

TX History

Mr. Zoch
Mr. Villa
Mr. Ertter

Electives

Ms. Core
Ms. Galvan
Ms. Kirschner
Ms. Coleman
Ms. David
Ms. Brock
Mr. Morris
Ms. Medina
Ms. Zamarripa
Ms. Urteaga



8th Grade Teachers

ELA

Mr. Fennix
Ms. Conway
Mr. Murray
Ms. Griffin

Science

Ms. Gonzales
Ms. Zamora
Ms. McSorley

SPED

Ms. Valle
Mr. Lumpkins
Ms. Caine
Ms. Trujillo
Ms. Rosales
Ms. Jones Porter
Ms. Rangel
Mr. Murray
Mr. Milligan
Ms. Wright

Electives

Ms. Core
Ms. Galvan
Ms. Zamarripa
Ms. Kirschner
Ms. David
Ms. Brock
Mr. Morris
Ms. Medina
Mr. Urteaga

Ms. Aduddell
Ms. Coleman
Ms. Gonzales
Mr. Hasten

Mathematics

Ms. Casarez
Ms. Pokorny
Ms. Sackett

US History

Ms. Everhart
Ms. Sarette
Ms. Martin



Basic EMS Information



Basic Information about EMS

- o Students must have *clear or mesh backpacks* that allow the contents to be readily visible by campus staff.
- o We strongly advise students leave cell phones and/or airpods at home
 - o If your child brings them to school, EMS expectation is the electronic device is turned off from 7:45 AM to 4:00 PM.
 - o EMS or EISD are not responsible for theft or loss of any personal electronic devices.
 - o If confiscated, electronics devices can be picked up between the hours of 8:30 am to 4:30 pm by a parent.

Daily Schedule

- o Students can be dropped off at 7:45 AM. Students are NOT allowed to leave campus to walk to the store and come back.
- o Student who leave campus will not be allowed to return or ride the bus home.
- o Students must be picked up at 4:00 PM. If student cannot be picked up by 4:00 PM, they will need to join the ACE after school program.
- o Students CANNOT be checked out early after 3:30 PM

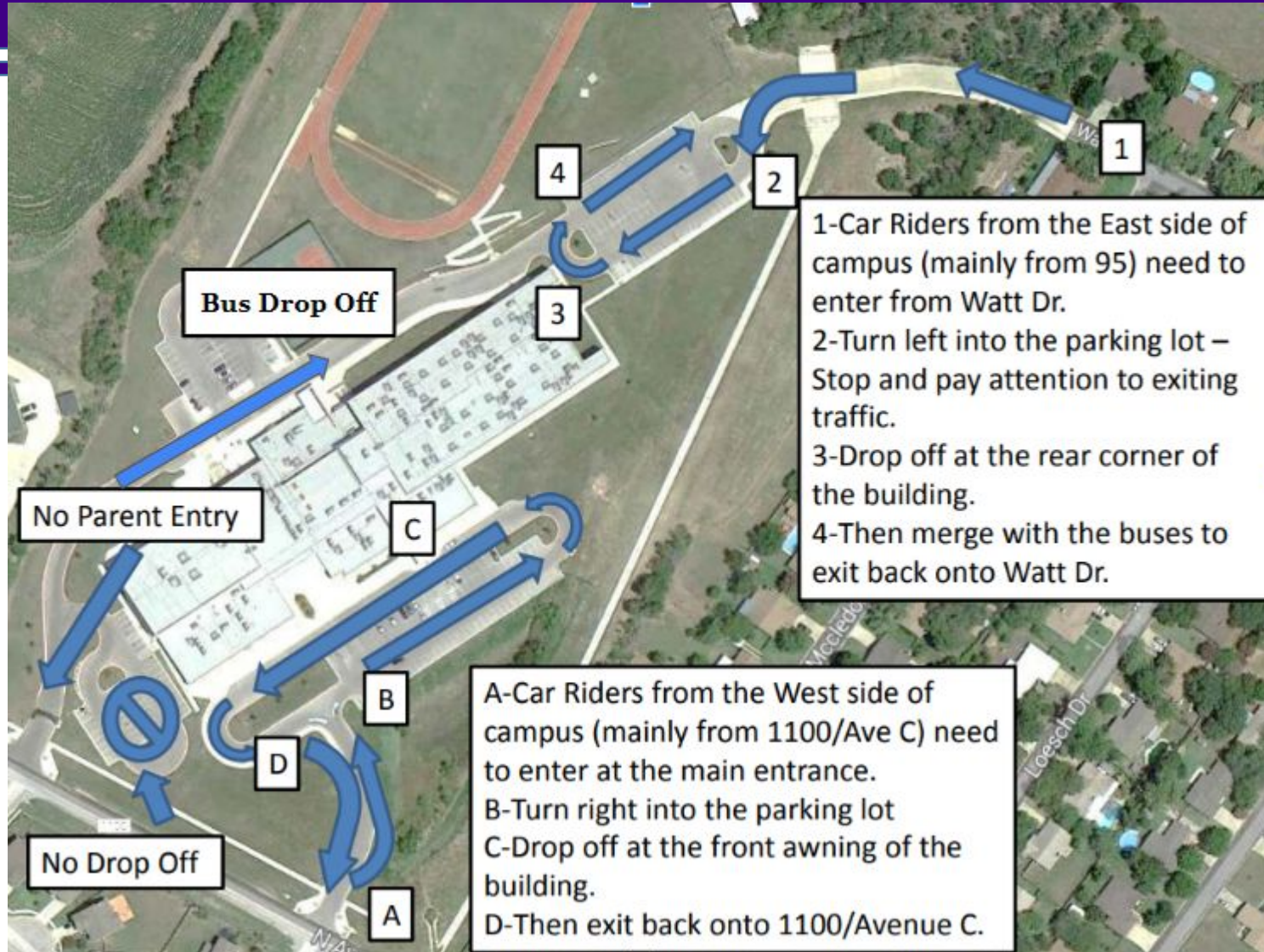


Basic Information about EMS

- o Gifts, balloons, flowers or other items delivered to school for occasions are **NOT** allowed.
- o Any outside lunches will not be allowed to be delivered to students during lunch. You may bring outside lunches if you come in and eat lunch with your student for the full lunch.
- o Sharing of food with other students is not allowed (i.e. bringing pizzas for a birthday)
- o Chain of Command for questions/concerns: Email the teacher first, then the AP, then our principal.
- o Teachers have 24 hours to respond to an email.
- o When attending any extracurricular activities or sporting event, students must be picked up 15 minutes after the event has ended. If the student is not picked up, then a parent must attend the next event with the student.



Campus Drop Off Map



- Important note: Due to traffic, we double up on cars.

Busing Procedures

- o Students will be dismissed from their 7th period class when their bus is announced.
- o Students must have their ID to board the bus. The students will be issued their ID after the first few weeks of school.
- o Students must follow the directions of the driver, sit in their assigned seats, and face forward.
- o Students will enter and exit the building from the cafeteria doors.
- o Student who leave campus will not be allowed to return or ride the bus home.



Car, Walker & Bike Rider Dismissal

- o All car riders, bike riders, and walkers will be dismissed from the front of the building.



- o Walkers and bike riders must leave campus immediately.
- o Once students exit the building, they are **NOT** allowed back in the building.
- o If students cannot be picked up by 4:15 pm students will need join the ACE afterschool program. No exceptions.



ACE Program

Texas ACE (Afterschool Centers on Education) provides no-cost activities before and after school and during summer for K-12 students in Title I schools. The program is federally funded through 21st Century Community Learning Centers (CCLC) and administered on the state level by TEA.

When the last bell rings, Texas ACE is just getting started with interactive, hands-on learning disguised as fun and aligned to the school curriculum. Local programs also provide homework help, tutoring, and other targeted needs-based assistance, as well as enrichment activities such as sports, clubs, and youth development projects that build character, confidence, and leadership skills. ([TEA](#))

Elgin ISD Annex Building

102 N. Avenue C
Elgin, Texas 78621

Phone: (512) 281-3434

Stay connected with ACE!



[2024-2025 Fall Registration for ACE](#)



Common Areas and Movement

- o All classes are taught bell to bell.



- o Students are released from their class by the teachers.
- o Students must walk on the right side, and will not be allowed to congregate during class change.
- o Students must move with purpose to arrive to their class on time.



Discipline, Cell Phones, and Dress Code



Student Code of Conduct (Dress Code)

- o Sunglasses, hats, scarves, bandanas, hoods, or other head coverings may not be worn at school except for approved medical or religious reasons. **Note: If a student has a hooded sweatshirt on, hoods cannot be worn in the building. If a student does not comply with this rule, the hoodie will be confiscated.**
- o Shoes must be worn at all times; no house shoes permitted.
- o Holes in jeans are allowed mid-thigh to ankle only. If there are holes above mid-thigh then there must be no skin showing.
- o Apparel with inappropriate writing, inappropriate drawings, or inappropriate advertisements, to include but not limited to drugs, alcohol, tobacco, violence, prison activities, sexual innuendos, cultural divisiveness, and racial intolerance may not be worn.
- o Pajama wear of any type, except on designated school spirit days.
- o Spaghetti straps, halter tops, and other clothing that reveals cleavage are inappropriate for school.
- o Bodysuits, spandex shorts and tight clothing will not be permitted.



Cell Phone Procedures

- o To ensure that our focus is on academics during the educational learning times, cell phones will be required to be turned off and put away in backpacks once the students enter the building. (7:45 am - 4:00 pm)
- o If a student is caught with their cell phone out/in their pant pocket during the school day, it will be taken up and turned into the front office for the parent/guardian to pick up **during normal school business hours (7:45 am- 4:30 pm).**
- o If parents need to contact their student, they must call the front office, and leave a message. Students have access to school phones in each of their classrooms with staff permission.
- o In addition, EMS and EISD are not responsible for lost or stolen personal electronic devices.



Tardy Policy

- o It is imperative that all students are in class on time.
- o If a student is tardy to class, he or she will be marked tardy.
- o Students who are frequently tardy to class will receive a consequence (specifics are on the next slide).



Tardy Consequences

Elgin Middle School Tardy Policy

- *Tardy count starts over for each grading cycle.
- If the Tardy Policy needs to be revised, adjusted, or modified to campus needs, we will be open for feedback
 - 7 tardies = Morning Detention on Tuesday or Thursday at 7:45 in ISS room.
 - 10 or more = ISS for 3 days
 - Skipping detention is automatic 3 days of ISS
 - Tardies will be reset every 9 weeks or tardies reset after ISS placement.



Chromebooks and Technology



Chromebooks

- o Chromebooks are utilized at EMS to engage, prepare, and inspire students for life-long success by teaching the skills, knowledge, and behaviors they will need as responsible digital citizens in the global community.
- o Chromebooks will be distributed during the first week of school for all students who have submitted the Chromebook User Agreement.
- o There is NO user fee this year.
- o First repair is free. After that repairs, any other repairs will cost.
- o Chromebooks feature offline-capable applications (works without wifi).
- o The use of chromebooks increases collaboration and communication, and allows students to hand in assignments digitally through Google Classroom.
- o This year it is a REQUIREMENT that students bring their Chromebooks to school in the case provided. Any student who does not meet this expectation will receive a minor incident report and a phone call home. Multiple incident reports will result in disciplinary action.



Chromebook Requirements

- o Students are required to charge them nightly and report any problems immediately to Ms. Tianna Glover (tianna.glover@elginisd.net).
- o Students are required to bring their Chromebook to school **DAILY** for use in the classroom.
- o Students must keep their passwords private.
- o Students MUST keep the Chromebook free of any stickers, tape, etc.,
- o When a student withdraws from EISD, the student MUST return the chromebook and charger.
- o Refer to the EISD/EMS Student Chromebook User Agreement for expectations and policies.

Chromebooks are property of EISD and EMS and are checked out to students for educational purposes for the academic school year. Chromebooks will be turned in at the end of the school year.



Attendance and Lunches



Attendance

If your student was absent and has a doctor's note, they can turn it into the attendance clerk, Erica Washington, before/after school or during advisory period.

Any questions about your student's attendance can be directed to Erica Washington, as well.

erica.washington@elginisd.net



Lunches

- o There will be three lunches this school year.
 - o Lunch A- 11:25-11:55
 - o Lunch B- 11:55-12:25
 - o Lunch C- 12:30 -1:00
- o Outside delivered lunches are **NOT** permitted (this includes Doordash, Favor, etc) for students unless parent is staying to eat with their student for the full lunch. If you are staying with your child for lunch, sharing food with other students is not allowed.



Meals

Free and Reduced Lunch

- Breakfast will be free for all students.
- **Lunch will only be free or reduced for students who qualify.**
- To qualify for for a free or reduced lunch, an application must be submitted. We have paper applications available today.
- You can also apply online by going to elginisd.net. Click on departments and then select Child Nutrition Services. On the left hand side you will see the application.





CHILD NUTRITION SERVICES

[Child Nutrition Services](#)[Department Web Site](#)[Free & Reduced Meal Application](#)[Menus \(Breakfast & Lunch\)](#)[Pre-Payment Options](#)

Child Nutrition Services

805-B W. 10th Street

Elgin, TX 78621

Phone: (512) 281-9755

The Elgin ISD Child Nutrition Services offers a wide variety of nutritious foods for breakfast and lunch to every student each school day. The department is made up of a team of food and nutrition professionals that are dedicated to students' health, well being, and their ability to learn.

[Visit our Website](#)

Child Nutrition Director

Elizabeth Guajardo

eguajardo@elginisd.net

ext. 1924

Operations Coordinator

Guadalupe (Lupita) Martin

gmartin@elginisd.net

ext. 1922

Administrative Assistant

Liliana Ponce

liliana.ponce@elginisd.net

ext. 1925

Administrative Assistant

Jennifer Marquez

jmarquez@elginisd.net

ext. 1923



Physical Education & Dance



Extracurricular Information

Drug Testing Permission Forms

- All new students to EMS participating in any extracurricular activities must complete a Random Drug Testing Permission Form for 2024-2025 school year.
- If permission for random drug testing is not granted by parent/guardian, the student will NOT be able to partake in any EMS extracurricular activities.
- RDTP Forms are available for you today. Students can also obtain, and turn in, forms through their extracurricular sponsors/coach.
- Forms can be turned in today to Mr. Garcia.
- If you are a returning EMS student who will be in 8th grade and you turned in a random drug testing permission last year, you do NOT have to sign a new form.



Locker Room Procedures

- o Gum must be disposed of upon entering the locker room.
- o Walk to your locker.
 - o No running, jumping, horse playing, etc... in the locker room at any time.
- o All students will be issued a locker that MUST be used to store their PE uniform as well as their athletic footwear. These lockers are not to be shared with anyone for any reason to prevent theft of personal belongings.
- o NO sprays (EX: deodorant, body sprays, perfume, cologne, etc.)
- o NO glass containers.



Locker Room Procedures Cont..

- o Place all clothes and belongings INSIDE the locker and close the locker door.
- o Students have five minutes to change into their PE uniform and go directly to their assigned spot in the gym.
- o Cell phones MUST be powered down and stored in their locker in accordance with cell phone policy.

****We are not responsible for any belongings that are left unsecured****



Exiting The Locker Room

- o Students are allowed back into the locker room to change into regular dress code the last five minutes of class.
- o After they change, students will go back and sit in their assigned seat in the gym until they are dismissed by their coach.



Dress Requirements

- o **Uniforms:** Every student must change into an Physical Education clothing which consists of a purple t-shirt and black shorts.
 - o No uniforms will be issued by the P.E. department. Each student must possess his/her own P.E. attire.
- o **Footwear:** Students are expected to come to class with proper athletic footwear, this is mandatory. No boots, no sandals, no slippers, no dress shoes (slip-ons), no Sperrys, no participation with bare feet.
- o This is a daily grade for P.E. Students who do not dress out will be in danger of failing the class.
- o Please discuss any issues with obtaining appropriate clothing with the respective coach.



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Middle



Elgin TX Middle School (Elgin Middle School)

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Quick Reminders

- Meet The Teacher is; this is when you will be able to follow your student's schedule and meet all of his/her teachers and receive classroom information.
- ACE will start Wednesday, August 16th. ACE morning academic programming will start September 5th.
- EMS Tutorials will be held after school. Transportation must be provided by the parent/guardian. Tutorials will run until 5:15 pm on Mondays, Tuesdays and Thursdays. Official dates will be posted soon.



Schedule Pick Up- Instructions

- Find your student's name on the roster and go to that class.
- The teacher of that class will have a copy of your student's schedule.
- You can tour the campus on your own. You will have approximately 30 minutes.
- Remember this schedule is just a draft, students will get their final copy of schedules on the first day of school.
- We are not taking schedule change requests at this time.

