

Raul Yzaguirre Schools for Success
STEM Academy Pasadena



RAUL YZAGUIRRE SCHOOLS FOR SUCCESS

***Student-Parent
Handbook
2025 – 2026***

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RYSS STEM Academy Pasadena

1062 Fairmont Pkwy
Pasadena, Texas 77504
Tel: 832-482-9583

Established: 2023

Mascot: Raptors

School Colors: Green and Yellow

Website: <https://www.ryss.org/Pasadena>

The Tejano Center for Community Concerns of Directors and RYSS Board of Education:

Anthony Magdaleno	TCCC Board Chair and RYSS Board Vice-Chair
David Corpus	TCCC Board Vice-Chair and RYSS Board Chair
Margaret Dunlap	TCCC and RYSS Board Secretary
Maria P. Gonzalez	TCCC/RYSS Treasurer Member
Gina De Leon	TCCC Member
Sonia Gonzales	TCCC Member
Genesis Loera	TCCC Member
Marco Martinez	TCCC Member
Laura E. Mayorga	TCCC Member

RYSS Superintendent: Adriana Tamez

RYSS STEM Academy Pasadena Administration:

Yesenia Cervantes Principal

August 2025

Dear Parents & Guardians,

Welcome to Raul Yzaguirre Schools for Success, we are looking forward to a successful 2025 – 2026 school year. We know that a strong partnership with you will make a great difference in your child’s education. Together we will share responsibilities for your student’s education.

RYSS Dress Code is enclosed. Your support of this dress code is critical in continuing to create an environment at RYSS that is conducive to learning. Please review the Dress Code with your child carefully. As the new school year begins, I would also like to emphasize the importance of good attendance. Students should make every effort to be at school each day. **School begins Wednesday, August 13, 2025.** We have included our 2025 – 2026 Academic Calendar.

School Day:

- PK – 4th Grade: Monday through Friday from 8:00 a.m. to 4:00 p.m.
- 5th – 6th Grade: Monday through Friday from 8:15 a.m. – 4:15 p.m.

Grade	Drop Off Time	Late Arrival	Dismissal Time	Late Pick Up
PK – 4 th Grade	7:30 a.m.	8:01 a.m.	3:30 p.m.	4:00 p.m.
5 th & 6 th Grade	7:45 a.m.	8:16 a.m.	4:00 p.m.	4:16 p.m.

If your home address or phone number change during the school year, please notify our receptionist to update your contact information.

We encourage everyone to stay connected with us through our communication channels. Your involvement and partnership are vital to the success of your child’s educational journey.

Social Media:

- School Website: <https://www.ryss.org/Domain/1721>
- Facebook: <https://www.facebook.com/RYSPPasadena>
- Instagram: @rysspasadena

We look forward to a fantastic school year filled with growth, learning, and memorable experiences for your child. Thank you for choosing Raul Yzaguirre Schools for Success for your student’s education.

Sincerely,

Yesenia Cervantes
Principal



RYSS STEM Academy Pasadena
 Raul Yzaguirre Schools for Success
 1062 Fairmont Pkwy.
 Pasadena TX, 77504
 832 – 482 - 9583

Agosto 2025

Estimados padres/guardianes:

Bienvenido a Raul Yzaguirre Schools for Success, esperamos un exitoso año escolar 2025 - 2026. Sabemos que una asociación sólida con usted marcará una gran diferencia en la educación de su hijo. Juntos compartiremos las responsabilidades de la educación de su estudiante. Se adjunta la vestimenta de 2025 – 2026 para los alumnos de RYSS. Su apoyo a esta vestimenta es fundamental para continuar creando un ambiente en RYSS que sea propiciopara el aprendizaje. Revise el código de vestimenta con su hijo/a detenidamente.

Al comenzar el nuevo año escolar, también me gustaría enfatizar la importancia de una buena asistencia. Los estudiantes deben hacer todo lo posible por estar en la escuela todos los días. La escuela comienza **miércoles 13 de Agosto de 2025**. Hemos incluido nuestro calendario académico del 2025 - 2026.

Horario Escolar:

- PK – 4th Grade: Lunes a Viernes de 8:00 a.m. to 4:00 p.m.
- 5th – 6th Grade: Lunes a Viernes de 8:15 a.m. – 4:15 p.m.

Grado	Horario de Entrega	Llegada Tarde	Horario de Salida	Recogida Tarde
PK – 4 th Grade	7:30 a.m.	8:01 a.m.	3:30 p.m.	4:00 p.m.
5 th & 6 th Grade	7:45 a.m.	8:16 a.m.	4:00 p.m.	4:16 p.m.

Si la dirección o numero de teléfono ha cambia durante el año escolar, notifique a la recepcionista de cambio(s).

También alentamos a las familias a mantenerse conectadas por medio de redes sociales para obtener actualizaciones e información importantes sobre nuestros planes de reapertura.

Redes Sociales:

- School Website: <https://www.ryss.org/Domain/1721>
- Facebook: <https://www.facebook.com/RYSPPasadena>
- Instagram: @rysspasadena

Esperamos un año escolar fantástico lleno de crecimiento, aprendizaje y experiencias memorables para su hijo/a. Gracias por elegir Raul Yzaguirre Schools for Success para la educación de su estudiante.


Atentamente,




Yesenia Cervantes
 Principal

Welcome to RYSS STEM Academy Pasadena for the 2024 - 2025 school year. The student/parent handbook is produced to answer common and not so common questions. The handbook is designed to improve communication between the school and students/parents. The administration seeks to increase parental involvement to improve the overall academic performance of the students as well as to nurture the feeling of community at RYSS STEM Academy Pasadena. Parental involvement is directly correlated to student success and well-being. We encourage parents to become more involved in their child's education by attending campus/community meetings.

Please note that information in this handbook could change during the school year. If changes are made parents will be notified in writing of the changes made. The handbook is also located digital on our campus website at <https://www.ryss.org/Pasadena>.

RYSS STEM Academy Pasadena MISSION, VISION, AND MOTTO:

<p>Mission: RYSS STEM Academy Pasadena encourages a passion for lifelong learning to our diverse student population by providing a quality education in a nurturing environment with innovative and authentic learning opportunities.</p> <p>Vision: RYSS STEM Academy Pasadena is committed to providing a quality curriculum to our diverse student population that promotes authentic learning opportunities and student achievement that will prepare our students to become successful leaders of the future.</p> <p>Motto: <i>Learn, Grow, SUCCEED!</i></p>	 <div data-bbox="824 993 1320 1262" style="border: 1px solid black; padding: 10px; text-align: center;"> <p>We are RAPTORS! We pledge to:</p> <p>P – be present R – be respectful I – be innovative D – exhibit proper discipline E – show excellence</p> </div>
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	<p>PRESENCE <i>WE ARE PRESENT AT SCHOOL DAILY!</i> We are committed to being present to our class(es) every day and be ready to learn.</p>	<p>RESPECT <i>WE VALUE AND APPRECIATE EVERYONE!</i> We treat and speak to all individuals with respect. We use appropriate language and ask for support when we do not understand.</p>
	<p>INNOVATION <i>WE AIM TO INNOVATE, CREATE, AND EXPLORE OUR CURIOSITY!</i> We grow as learners every day through class discussions, collaborative groupings, strategic activities, and STEM learning opportunities.</p>	
	<p>DISCIPLINE <i>WE PRACTICE TO BE EXCELLENT MEMBERS OF OUR COMMUNITY!</i> We practice our school and classroom expectations. We are accountable for our behavior.</p> <p><i>Learn, Grow, SUCCEED</i></p>	<p>EXCELLENCE <i>WE STIVE TO BE OUR BEST!</i> We take ownership of our learning and progress and become the best version of ourselves.</p> 

SIGNED STUDENT/PARENT SIGNATURE PAGE MUST BE RETURNED TO SCHOOL AFTER THE HANDBOOK IS RECEIVED AND READ (See Page)

PROGRAM DESCRIPTION

We, the faculty, staff, family, and community of Raul Yzaguirre Schools for Success, have committed ourselves to providing and obtaining the highest standard of education in a culturally relevant setting. The pursuit of excellence is aimed at developing self-respect and pride among our students.

We at RYSS empower all students to attain sustainable 21st century skills through participation in innovative college and career readiness programs.

CONTACT INFORMATION

Reception Desk at RYSS STEM Academy Pasadena number is: 832-482-9583 or email at RYSSSTEAMAcademyatFirstFriendsPasadena@tejanocenter.org.

CHANGE OF ADDRESS/TELEPHONE NUMBER

For the school to handle emergencies, the school file with all student information should be current and up to date. Please notify the attendance office of any changes in address, telephone number, name, or other information in writing.

EMERGENCY CONTACT INFORMATION

Parents will receive a Student Medical Form for each student at the beginning of the school year. Parents are asked to please complete this form with updated information and return it to school.

It is imperative that the school has accurate emergency contact information on file in the event of a situation that should arise where parents need to be contacted.

Also, the school will not be able to release a student to another person that is not the parent if they are not listed as a secondary contact per district policy.

**RYSS STEM ACADEMY PASADENA'S COMMITMENT TO:
FAMILIES, STUDENTS, AND COMMUNITY**

RYSS STEM Academy Pasadena pledges to provide high-quality education experience for all students and promotes students' higher-order thinking skills and their capacity to be well-informed and responsible citizens.



RAUL YZAGUIRRE SCHOOLS FOR SUCCESS

ACADEMICS

CURRICULUM PROGRAMS OVERVIEW

RYSS STEM Academy Pasadena is molding today's learners into tomorrow's leaders. The district has championed innovative educational learning initiatives supported by advanced programs and technology driven resources that foster student success. Through positive community and business support, the district provides a menu of post-secondary, technical and specialized opportunities that prepare students for higher education and adaptable workplace environments.

For years, RYSS students have continued to meet challenges head on and engage in rigorous curriculum. The number of students involved in dual credit and Advanced Placement classes continues to grow as part of the district's commitment to College and Career Readiness.

ACCELERATED INSTRUCTION:

For any student who did not pass STAAR grades 3-8 or EOC assessments, accelerated instruction must be delivered in the 2025 - 2026 school year (starting in fall 2025) or subsequent summer of 2026.

Accelerated instruction entails either:

- 1.) Assigned to a classroom teacher who is Teacher Incentive Allotment (TIA) in the applicable subject areas or
- 2.) deliver supplemental instruction (e.g., tutoring) before or after school, or embedded in the school day.

GIFTED AND TALENTED:

At our campus, every student will receive personalized instruction tailored to their individual needs. Furthermore, our gifted and talented students have dedicated time within their daily instruction to focus on their GT Projects. These projects are designed to cater to students who excel academically and exhibit innovative and productive thinking skills.

Annually, parents and teachers can recommend students for Gifted and Talent testing to identify the student as GT. For more information on GT or how to have your student tested for GT, please speak to the front office.

STEM (Science, Technology, Math, Engineering and Mathematics):

At RYSS STEM Academy Pasadena, we prioritize STEM education, providing hands-on experiences in science, technology, engineering, and math. Our curriculum emphasizes practical applications, critical thinking, and problem-solving skills to prepare students for success in higher education and STEM careers.

SPECIAL EDUCATION SERVICES:

RYSS STEM Academy Pasadena adheres to both state and federal regulations concerning the placement and provision of special education services for students in need. We follow a student's Individual Education Plan (IEP), which is determined by the Admission Review and Dismissal (ARD) committee, to ensure appropriate and tailored support is provided.

Students receiving Special Education services from side agencies must first go through our RYSS IAT to receive these services during the school day and on school property. For further information on the IAT process, please reach out to the school front office.

SPECIAL EDUCATION AND SPECIAL NEEDS:

RYSS STEM Academy Pasadena is committed to providing comprehensive services to students with exceptional needs. We believe in ensuring equitable access for all students to the general education and curriculum within the least restrictive environment. Our primary objective is to offer academic support and a diverse range of instructional services that cater to the individual needs of our students.

SPECIAL EDUCATION SERVICES:

When a parent submits a written request for an initial evaluation of their child for special education services to the director of special education services or an administrative employee of the school district or open enrollment charter school, the district or charter school must respond within 15 school days. The response will include a prior written notice, indicating whether they agree or refuse to conduct the evaluation, along with a copy of the Notice of Procedural Safeguards. If the district or charter school agrees to evaluate the student, the parent will be given the opportunity to provide written consent for the evaluation to proceed.

Please note that a request for a special education evaluation may be made verbally and does not need to be in writing. Districts and charter schools must still comply with all federal laws prior to written notice and procedural safeguard requirements and the requirements for identifying, locating, and evaluating children who are suspected of being a child with a disability and in need of special education. However, a verbal request does not require the district or charter school to respond within the 15-school-day timeline.

If the district or charter school decides to evaluate the student, it must complete the student's initial evaluation and evaluation report no later than 45 school days from the day it receives a parent's written consent to evaluate the student.

However, if the student is absent from school during the evaluation period for three or more school days, the evaluation period will be extended by the number of school days equal to the number of school days that the student is absent.

*There is an exception to the 45-school-day timeline. If a district or charter school receives a parent's consent for the initial evaluation at least 35 but less than 45 school days before the last instructional day of the school year, it must complete the written report and provide a copy of the report to the parent by June 30 of that year.

However, if the student is absent from school for three or more days during the evaluation period, the June 30th due date no longer applies. Instead, the general timeline of 45 school days plus extensions for absences of three or more days will apply.

Upon completing the evaluation, the district or charter school must hold an ARD meeting within 30 days to discuss evaluation findings and provide the parent a copy of the evaluation report at no cost.

Additional information regarding special education is available from the district or charter school in a companion document titled *Parent's Guide to the Admission, Review, and Dismissal Process*.

SECTION 504 REFERRALS:

Every school district and charter school are required to establish standards and procedures for evaluating and placing students in their respective Section 504 programs. Additionally, they must have a comprehensive system of procedural safeguards in place. These safeguards include providing notice to parents or guardians, granting them the opportunity to examine pertinent records, facilitating an impartial hearing where parents or guardians can participate and be represented by counsel, and implementing a review procedure to ensure transparency and fairness in the process.

CONTACT PERSON FOR SPECIAL EDUCATION & 504 REFERRALS:

The designated person to contact regarding options for a student experiencing learning difficulties or regarding a referral for evaluation for special education services is:

Contact Person: Ms. Ruth Osuna
Phone Number: (832) 482-9583

ADDITIONAL INFORMATION:

The following websites provide information and resources for students with disabilities and their families.

- [Partners Resource Network](#)
- [Special Education Information Center](#)
- [Texas Project First](#)

GRADING

PROGRESS REPORTS & REPORT CARDS

K12 Progress reports will be sent on the third week of every grading period and K12 report cards will be sent home at the end of every six weeks. Progress Reports for preK 3 and 4 will be sent 3 times a year. For students who have failing grades or are at risk of a failing grade, parents *must* be contacted to schedule a conference with the teacher of the failing/at risk of a failing grade. The school calendar will provide parents with dates when progress reports and report cards will be distributed. All progress and report card grades are due in Ascender or Teaching Strategies by 1:00 p.m. on the dates listed as “Office Submission Date.”

RYSS STEM Academy Pasadena K12 GRADING CYCLE – Six Weeks

RYSS STEM Academy Pasadena Grade Reporting						
2025 - 2026						
Grade Levels -->	Kinder - 6th Grade				PK 3 & 4	
	Progress Report Grades Due in Ascender	Progress Report Grades Sent Home	Report Card Grades Due in Ascender	Report Card Sent Home	Progress Reports Due: Paper Document	Progress Report Cards Sent Home
1st Six Weeks	Wednesday, September 3, 2025, at 1:00 p.m.	Friday, September 5, 2025	Wednesday, September 24, 2025, at 1:00 p.m.	Friday, September 26, 2025		
2nd Six Weeks	Wednesday, October 15, 2025, at 1:00 p.m.	Friday, October 17, 2025	Tuesday, November 4, 2025, at 1:00 p.m.	Thursday, November 6, 2025	Tuesday, November 4, 2025, at 1:00 p.m.	Thursday, November 6, 2025
3rd Six Weeks	Wednesday, December 3, 2025 at 1:00 p.m.	Friday, December 5, 2025	Wednesday, January 7, 2026, at 1:00 p.m.	Friday, January 9, 2026		
4th Six Weeks	Wednesday, January 28, 2026, at 1:00 p.m.	Friday, January 30, 2026	Wednesday, February 18, 2026, at 1:00 p.m.	Friday, February 20, 2026	Wednesday, February 18, 2026, at 1:00 p.m.	Friday, February 20, 2026
5th Six Weeks	Wednesday, March 18, 2026, at 1:00 p.m.	Friday, March 20, 2026	Wednesday, April 8, 2026, at 1:00 p.m.	Friday, April 10, 2026		
6th Six Weeks	Wednesday, April 29, 2026, at 1:00 p.m.	Friday, May 1, 2026	Wednesday, May 20, 2026, at 1:00 p.m.	Thursday, June 4, 2026	Wednesday, May 20, 2026, at 1:00 p.m.	Thursday, June 4, 2026

E= Excellent

This student’s behavior is satisfactory, has a positive and cooperative attitude, and characterizes a good citizen.

S= Satisfactory/Good

The student’s behavior is satisfactory and rarely deviates from the rules.

P= Poor

Conduct is not satisfactory and needs improvement. The student consistently breaks the rules.

U= Unsatisfactory

The student’s behavior is consistently unsatisfactory or disruptive.

Must have administrator's approval and documentation of parent conferences.

PARENT & TEACHER CONFERENCES

We strongly encourage regular, pre-scheduled parent-teacher conferences to foster effective communication. Parents are kindly reminded to schedule conferences during the teacher's planning period or office hours. It is advised to make alternative arrangements for siblings during conferences or classroom visits. To ensure a smooth process, parents are expected to meet with the teacher first, followed by the grade level administrator if necessary. In cases that require further attention, the principal will be involved as needed to address the situation appropriately.

CONTACTING FACULTY & STAFF

Parents may contact teachers during their conference period through the reception desk, email, and/or teacher communication platform via ClassDojo.



RAUL YZAGUIRRE SCHOOLS FOR SUCCESS

**SCHOOL
OPERATING
PROCEDURES**

Attendance Policy

ATTENDANCE

Parents, by law, are accountable for their child's attendance. A positive attitude towards school and regular, punctual, daily attendance are essential for continuous academic progress.

The attendance law of the State of Texas requires that children attend school until their 19th birthday or until they graduate from high school. Furthermore, the law states that students must be present for a minimum of 90% of the days that the class is offered to be promoted or receive credit for course work in which they are enrolled.

Students who have been absent or tardy must present a written excuse from the parent or guardian, or doctor's office within 3 days of return to school. Excuses for absences include personal illness, sickness, or death in the family, weather or road conditions making travel dangerous, participation in school activities with permission of the principal, emergencies, or any other cause acceptable to the principal or superintendent.

Students must be given the opportunity to make up work missed due to excused absences. Reasonable time frames for the completion of assignments must be established by the teacher. Written excuses for absences or tardiness should be in the school's possession no later than 3 school days after the date of absence. The three-day period shall begin on the day the student returns to school. Parents and guardians can email Mrs. M. Aviles, the PEIMS Administrative Assistant, the child's excuse at maria.aviles@tejanocenter.org.

TARDY

Students who have been tardy 3 days or more will be required to make-up instructional time during afterschool detention and/or Saturday tutorials.

EARLY PICK UP

For student pick-up before dismissal, the Main Office staff will release the student only to the parent or guardian. If parents authorize another individual to have access to their child, it must be documented on the child's Emergency Contact form. It is crucial to keep all documentation up to date. Individuals picking up students must present a valid ID and check out the student from the Main Office. Please note that early pick-up requests cannot be accommodated after 2:30 PM.

Students should not call or text their parents/guardian from the classroom to be picked up early.

ACADEMIC CALENDAR

2025-2026 ACADEMIC CALENDAR RAUL YZAGUIRRE SCHOOLS FOR SUCCESS HOUSTON

July 2025

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

August 2025

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

September 2025

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

October 2025

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November 2025

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

December 2025

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

January 2026

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 2026

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

March 2026

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April 2026

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May 2026

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June 2026

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July 28,29,30	New Teacher Induction
Aug 13	First Day of Instruction
Sept 1	Labor Day
Nov 24-28	Thanksgiving Break
Dec. 22 - Jan 2	Winter Break
Jan 19	Martin Luther King Holiday
March 09-13	Spring Break
March 30	Chavez/Huerta Day
April 03	Spring Holiday
May 25	Memorial Day
June 4	Last day for students
June 5	Last day for teachers

Six Weeks Report Cards

Aug 13 - Sept 18	Sept 26
Sept 22 - Oct 31	Nov 6
Nov 3 - Dec 18	Jan 09
Jan 6 - Feb 20	Feb 27
Feb 23 - April 17	April 24
April 20 - June 4	June 4









PK Report Cards

November 6, 2025
February 27, 2026
June 4 Last day for students

Important Dates

Feb 16 and April 03 Make up days

Key

-  Holidays
-  Teacher PD (No Students)
-  Student half day
-  Make up days
-  First/Last Day
-  Cycle Ends
-  District Teacher/Parent Conference Day (No Students)
-  Teacher Prep Day(No Students)

SAFETY

For increased safety of our students, a security officer is assigned to our campus daily. The officer assists administration in keeping our campus safe.

Our glass front doors will always remain locked during school hours. Parents will need to be buzzed in to gain access to the front office. Parents are not allowed into Early Childhood Center or upper grade classes without an escort. Only district approved parent volunteers will be allowed to work in the teacher workrooms or in the school after signing in and obtaining a volunteer raptor identification badge. Parent volunteers should identify themselves as volunteers if they are at the campus to help out.

Students that arrive after 8:00 a.m. will be required to enter and be checked in at the main office by the parent/guardian Average Daily Attendance – ADA is recorded at 9:00 a.m. sharp.

ARRIVAL & DISMISSAL PROCEDURES

For parents/guardians who pick up their children by car, RYSS STEM Academy Pasadena will use a car line system. We are requesting that parents **stay in** their vehicle during morning drop off and afternoon dismissal. If you require to speak to any school staff, parents/guardians are asked to park and exit their vehicle to come into the school building. If you wish to buckle up your child after they have been assisted into the vehicle, we ask that you please do not buckle them while in the carpool lane; park in one of the numbered parking spaces to avoid a backup in our dismissal procedures.

Morning Drop Off

To drop off your student in the morning, please enter through the Young Street entrance. Please stay inside your vehicle. There will be staff at the school entrance to help your student get out of their vehicle. Morning drop-off is from **7:30 a.m. - 8:00 am.**

Afternoon Dismissal

Dismissal will begin at **3:30 p.m. for preK, Kindergarten – 4th grade. Students in 5th – 6th grade are not dismissed until 4:00 p.m. If a student in preK – 4th has an older sibling in 5th - 6th grade, they will be dismissed at 4:00 p.m. with their older sibling.** Please enter through the Young Street entrance. Remain in your vehicle. Please do not park in the carpool lane to buckle up the student. Park in one of the numbered parking spaces to buckle up your child.

Please refer to the arrival and dismissal map on the following page.

BUILDING & CAMPUS HOURS:

The campus is open to students at 7:30 a.m. **Any student arriving before 7:30 a.m. will not be allowed into the building. Students should not be left unsupervised by parent/guardian prior to the start of the school day.** Parents and guardians have the option of registering their students to participate in our before and after school program through Champions, space permitting. Please further information about the Champions program on page 51.

Parents/guardians who drive their children to school and/or pick them up after school are requested to drop them off and pick up their children by the entrance doors on Fairmont Parkway to the school's front doors. A late fee will be charged to parents for picking up their child late in the afternoon.

DAILY OPERATIONS

Daily Schedules:

Breakfast Schedule

preK – 4th Grade: 7:30 a.m. – 8:00 a.m. Monday through Friday

5th -6th Grade: 7:45 a.m. - 8:15 a.m.

Instructional Day Schedule:

PreK – 4th Grade: 7:30 a.m. – 3:30 p.m. Monday through Friday

5th – 6th Grade: 7:45 a.m. – 4:00 p.m. Monday through Friday

Monday through Friday

7:50 a.m. First bell

8:00 a.m. Start of school day

8:10 a.m. Students will be counted tardy

9:30 a.m. ADA is taken

3:30 p.m. Dismissal for preK – 4th grade

4:00 p.m. Dismissal for 5th - 6th grade

NOTE: Schedules may change to accommodate student needs at the beginning of the school year.

VISITORS

RYSS STEM Academy Pasadena is a closed campus. All visitors are to provide picture identification and must be approved through the front office to secure a visitor's pass. All visitors (district employees and non-district employees) **MUST** present a state issued picture ID. Only district approved parent volunteers will be allowed to work in the teacher workrooms or in the school after signing in and obtaining a volunteer raptor identification badge. Student visitors, unless given specific approval from the principal's office, are not allowed on campus. RYSS STEM Academy Pasadena will continue to follow RYSS guidelines and safety protocols.

Parents/guardians that would like to visit with Teachers or Staff, please contact the front office to set up an appointment. Parent Teacher conferences arranged by the teachers will require the front office to be notified via email the day prior to the parent conference.



RAUL YZAGUIRRE SCHOOLS FOR SUCCESS

**HEALTH
&
WELLNESS**

MEDICATION – ADMINISTRATION POLICIES

It shall be standard procedure of RYSS that medications brought from home may be administered by the school nurse or designated person during school hours under the rules and guidelines of the school with a doctor's permission form. The school nurse will observe the following rules:

- Medications will be administered at school only if it cannot be administered at home, and
- Medication administered at school must have a written request/authorization from the student's Physician and parent/guardian, must be in the original container, and properly labeled.
- Meeting the above, a written request from a parent or guardian shall contain:
 - The student's name
 - The name of the medication to be given
 - Date of permission
 - Reason for its use
 - Time of day the medication is to be given and
 - Signature of parent or legal guardian
 - Signature of Physician

The school reserves the right to limit the duration of parent-prescribed medication to five school days and/or requires a physician statement for continued use of any medication beyond the specified time.

Medication must be from the U.S. No medication from Mexico or foreign countries will not be administered by school nurses or school personnel.

Medication must be brought and picked up by parent(s) or guardian. It is against school rules for students to have medication in their possession or in their backpack. Each case where a physician states a student can carry his own medications (Asthma inhalers) while in school shall be reviewed for safety and decision making with doctor's order, nurse, parent/guardian, and administration.

The district does not provide medication of any kind to students. The parent/guardian will be contacted if a student needs medication during school hours. The front office will contact the district/school nurse to notify that a student is sick and requires medical attention or treatment.

Parents/guardians and students should be aware that state law prohibits students from possessing, dispensing, delivering, or administering any anabolic steroid. Anabolic steroids are physician- prescribed only.

CONTAGIOUS DISEASES/CONDITIONS

To protect students from contagious illnesses, students infected with certain diseases or conditions are not allowed to attend school while contagious. In the event or suspicion of a contagious disease, parents should inform the school nurse or principal. These diseases include: *Amebiasis, Hepatitis A, Rubella (German Measles), Campylobacteriosis, Impetigo, Chicken Pox, Mononucleosis, Salmonellosis, Influenza, Typhoid Fever, Fifth Disease Measles (Rubeola), Scabies, Meningitis, Bacterial Shigellosis, Gastroenteritis, Viral Mumps, Streptococcal Disease, etc.*

In case of illness or injury, a student will be cared for temporarily by the school nurse or a member of the school staff. School personnel will render first aid treatment only. If emergency medical treatment is necessary, the parents will be contacted. If parents are not available, the student will be taken by

ambulance to the emergency room at the hospital. Current parent and emergency contact information must be on file at school as well as the name and phone number of the student's family doctor.

ILLNESS AND INJURY

In case of illness or injury, a student will be cared for temporarily by the school nurse or a member of the school staff. School personnel will render first-aid treatment only. If emergency medical treatment is necessary, the parents will be contacted. If parents are not available, the student will be taken by ambulance to the emergency room at the hospital. Current parent and emergency contact information must be on file at school that includes the name and phone number of the student's family doctor. Parents are asked to please complete a nurse's card and return it to school at the beginning of the year.

IMMUNIZATION

A student cannot be in school if he or she is not fully immunized. A student must be fully immunized against certain diseases or must present a notarized certificate or affidavit stating that, for medical or religious reasons, the student will not be immunized. The immunizations required are diphtheria, tetanus, polio, measles (rubella), mumps, rubella, varicella, hepatitis A & B series and MCV4.

Proof of immunization must be personal records from a licensed physician or public health clinic, with a signature or rubber-stamp validation. In the case of varicella (chicken pox), a signed statement from the parent indicating the approximate month and year in which the student had the illness should be turned in with the immunization record.

REFERRAL TO CLINIC

The function of the school nurse is health promotion through assessment, counseling, education, and minor first aid; however, the nurse cannot diagnose and/or treat illnesses. The nurse must be made aware of any students with chronic or serious illness. A medical statement describing the condition should be provided by the parent/legal guardian for the student's confidential school health record.

- To send a student to the nurse or front office for medical care, a student must have a nurse pass referral with them to the Front Desk from the classroom teacher.
- Any students wishing to leave school because of illness must be dismissed from school by the front office. Students are not allowed to contact parents to come and pick them up with prior approval from the school office.
- A parent or responsible adult listed on the Student Information System as a contact must be notified before the student is dismissed from school because of illness. The student may only be released to this person.
- Students may not stay in school with any of the following condition:
 - Fever of 100.4 or higher
 - Suspect contagious condition
 - Vomiting
 - Diarrhea
 - Undetermined rash

The parent is to pick up the student from the school/clinic as quickly as possible after being notified and contacted by the school's front office or nurse. No students shall be released to a parent or adult guardian from the campus before they report to the front office and have been approved by the school nurse.

MEDICAL EMERGENCY

Please communicate with our school nurse for all medical emergencies. If a medical emergency presents itself, parents will be contacted immediately. In addition, paramedics will be called if needed.

SOCIAL EMOTIONAL SUPPORT

RYSS STEM Academy Pasadena strives to ensure the well-being of all students. The Tejano Center Resolve division offers counseling services for all students and their families. Please contact Resolve if you should need any counseling services or have your students' teacher refer your family or student to our school nurse.

BULLYING PREVENTION

Bullying is defined by §TEC 37.0832. All employees are required to report student complaints of bullying, including cyber bullying, to the campus principal. The district's policy includes definitions and procedures for reporting and investigating bullying of students and may be accessed on the district's website.

All students at RYSS STEM Academy Pasadena are provided with mechanisms for reporting bullying or threats. RYSS STEM Academy Pasadena is committed to being a "Bullying Free Campus." RYSS STEM Academy Pasadena has clear rules on student conduct and strategies to maintain a positive, collaborative school climate are promoted. Students are provided with instruction and training(s) that promote effective communication, conflict resolution, and character values education.

BULLYING CHECKLIST

FOR SCHOOLS

PLEASE READ BEFORE USING CHECKLIST

To determine whether an act is bullying or cyberbullying by law, proceed down the checklist and provide a checkmark for each true statement. If any identified section does not receive at least one checkmark, then the act is not considered bullying by state law.

SB 179, "David's Law" expanded authority to school districts, allowing public and charter schools to address cyberbullying off-campus and outside of school-related or school-sponsored activities based on specific criteria. In order to address this legislative change, this checklist may help parents, educators, and administrators determine if a student at their school has been bullied according to the legislative definition. Please follow the conditional 'yes/no' logic for the questions regarding the use of electronic communication devices in possible bullying scenarios.

Did the act occur outside of a school-sponsored or school-related activity?

(This is an important distinction, as David's Law expands a school district's authority to include cyberbullying incidents that occur off campus and outside a school-sponsored or school-related activity, as long as it meets one of the below criteria.)

Yes

Did the act interfere with a student's educational opportunities; or substantially disrupt the orderly operation of a classroom, school, or school-sponsored/related activity?

No

According to law, if the act DID NOT meet the criteria above, it is not under the school district's authority.

IS IT BULLYING?

Was it a single significant act?

Was it a pattern of acts?

By one or more students directed at another student that exploits an imbalance of power...

Through physical contact

Using verbal expression

Using written expression

Using electronic means

Physically harms a student or damages their property

Creates reasonable fear of harm to student or damage to their property

Is sufficiently severe, persistent, or pervasive enough that the action or threat creates:

Intimidating educational environment

Threatening educational environment

Abusive educational environment

Materially and substantially disrupts the educational process or operation of school

Infringes on rights of victim at school

Was the act committed by using any type of electronic communication device?

(i.e. Cellular or other phone, computer, camera, e-mail, text or instant messaging, social media app, Internet website, Internet communication tool)

No

On school property

At a school-sponsored or school-related activity (on or off campus)

On school bus or vehicle used to transport students

YES, IT'S BULLYING

(Cyberbullying is bullying)

TEXAS STATE
 TEXAS SCHOOL SAFETY CENTER
www.txssc.txstate.edu (Updated 2021)



RAUL YZAGUIRRE SCHOOLS FOR SUCCESS

SAFETY

CLOSED/OPEN CAMPUS

All our school and classroom doors will remain locked between 8:00 a.m. and 4:00 p.m. Late arrivals and late pick-up will require parents to sign in and sign out their students at the front desk.

VISITORS

RYSS STEM Academy is a closed campus. All visitors are to provide picture identification and must be approved through the main office to secure a Raptor system visitor's pass. All visitors (district and non-district personnel) MUST present a state issued picture ID. Student visitors, unless given specific approval from the principal's office, are not allowed on campus. RYSS STEM Academy Pasadena will continue to follow RYSS guidelines and safety protocols.

Parents that would like to visit with teachers or staff, please contact the front office to set up an appointment. If teachers arrange to meet with the parent of a student, the teacher should inform the front office as to the time and date of the conference to be aware of parent's arrival to the campus.

Parent Volunteers are greatly appreciated and needed. Annually, at the beginning of school, parents will be notified of the process of how to become a Volunteer In Public Schools – VIPS. Parents wishing to be a volunteer at RYSS STEM Academy Pasadena must fill in and submit a Volunteer Request Form along with a picture id to the school's front office to be approved as a volunteer by the district. Parent Volunteer requirements are:

- Only parents with a social security number can be approved.
- A Volunteer Request will need to be submitted each school year to be eligible to be a volunteer for the school year.
- Parent Volunteers are not to be left alone to supervise a student or group of students. A RYSS staff member must always be present.
- Always identify yourself as a parent volunteer when signing in at the front office to receive a Raptor system VOLUNTEER badge.

SAFETY DRILLS

All students will participate in monthly safety drills throughout the school day.

Please see page 47 for Parent Volunteer Request form.



RAUL YZAGUIRRE SCHOOLS FOR SUCCESS

DISCIPLINE & EXPECTATIONS

CAFETERIA

Students' breakfast and cafeteria lunch if eligible are provided at no charge.

Parents need administrative permission to eat lunch with their child. For dietary reasons, food cannot be shared with other students. Parents are not permitted to bring any food to the school to share with other students during lunch and/or instructional time, unless pre-approved by an administrator.

GENERAL CAFETERIA GUIDELINES FOR STUDENTS:

1. Clean up and dispose of trash before leaving.
2. Have food and drinks inside the cafeteria, only.
3. No standing in the cafeteria, except when standing in lunch line.
4. Single lines are formed at each serving station; cutting in line or saving place will not be permitted.
5. Sit and speak quietly while eating.
6. Students are to remain in the cafeteria after finishing their lunch.
7. Students are to remain seated after picking up food trays.
8. The administrator on duty will dismiss students.

Students that choose to bring lunch to school must carry food items in a lunch kit or backpack. Food will not be allowed to be carried around throughout the school day by hand or in grocery bags.

CLASSROOM RULES AND REGULATIONS

1. Absolutely no fighting!
2. All uniforms should always be clean and neat.
3. Be on time and in your assigned seat when the tardy bell rings.
4. Be prepared daily by bringing all needed supplies, homework, and books to class.
5. Be respectful to yourself, as well as others and their property. Keep your hands and feet to yourself.
6. Electronic devices, including cell phones, earbuds, headphones, etc., are not allowed to be used or charged during the school day. If confiscated, a fine of \$15 will be imposed.
7. Do not use abusive and profane language.
8. No eating, chewing gum, or drinking in the classroom or hallways.
9. Once inside the classroom, no students will be allowed to leave without a permit from the teacher.
10. Students must always abide by the student code of conduct. Students who do not follow the code of conduct will be referred to their grade level administrator for consequence s.

RYSS STEM Academy Student Profile

PRESENCE
WE ARE PRESENT AT SCHOOL DAILY!
We are committed to being present to our class(es) every day and be ready to learn.

RESPECT
WE VALUE AND APPRECIATE EVERYONE!
We treat and speak to all individuals with respect. We use appropriate language and ask for support when we do not understand.

INNOVATION
WE AIM TO INNOVATE, CREATE, AND EXPLORE OUR CURIOSITY!
We grow as learners every day through class discussions, collaborative groupings, strategic activities, and STEM learning opportunities.

DISCIPLINE
WE PRACTICE TO BE EXCELLENT MEMBERS OF OUR COMMUNITY!
We practice our school and classroom expectations. We are accountable for our behavior.

EXCELLENCE
WE STIVE TO BE OUR BEST!
We take ownership of our learning and progress and become the best version of ourselves.

RYSS
STEM ACADEMY PASADENA

Learn, Grow, SUCCEED

RYSS STEM Academy Classroom Expectations

PRESENCE
WE ARE PRESENT AT SCHOOL DAILY!

- Attend school daily
- Be actively present during class(es)
- Be ready to learn every day

RESPECT
WE VALUE AND APPRECIATE EVERYONE!

- Think before you speak
- Respect others' personal space and property
- Respect others' opinions, beliefs, and differences

INNOVATION
WE AIM TO INNOVATE, CREATE, AND EXPLORE OUR CURIOSITY!

- Contribute to class activities & discussions
- Come to class prepared to learn
- Be willing to grow through learning

DISCIPLINE
WE PRACTICE TO BE EXCELLENT MEMBERS OF OUR COMMUNITY!

- Follow all school rules & procedures
- Follow all classroom expectations
- Exercise self-discipline

EXCELLENCE
WE STIVE TO BE OUR BEST!

- Enter your class(es) ready to learn
- Complete projects and assignments in a timely manner
- Ask for support or clarification during the learning process

RYSS
STEM ACADEMY PASADENA

Learn, Grow, SUCCEED

CLASSROOM EXPECTATIONS

As we are preparing for next year, we want to ensure you understand the safety of our students is our priority; therefore, our school uniform policy will be strictly enforced. RYSS is constantly making improvements to better serve your scholar. Parents, we need your support and partnership to ensure that your child will be safe, prepared, equipped, and dressed in the appropriate attire for our out-of-the classroom experiences, and other field opportunities that is in accordance with our school mission and vision. Below is a list of the required items needed so your child will not be in violation with the school uniform policy. All violations of the uniform policy will result in corrective actions outlined in the discipline policy.

DRESS CODE AND UNIFORM EXPECTATIONS



RYSS STEM Academy Pasadena
1062 Fairmont Parkway
Pasadena, Texas 77504
832-482-9583

SCHOOL UNIFORM POLICY ENFORCEMENT 2025-2026

Dear families,

As we are preparing for next year, we want to ensure you understand the safety of our students is our priority; therefore, our school uniform policy will be strictly enforced. RYSS is constantly making improvements to better serve your scholar. Parents, we need your support and partnership to ensure that your child will be safe, prepared, equipped, and dressed in the appropriate attire for our out-of-the classroom experiences, and other field opportunities that is in accordance with our school mission and vision. Below is a list of the required items needed so your child will not be in violation with the school uniform policy. All violations of the uniform policy will result in corrective actions outlined in the discipline policy.

Monday-Thursday

Bottoms

- Khaki, black or navy blue pants, skirts/skort, shorts (not too tight or too baggy).
- Must be worn at the waist with a belt.
- Cannot be shorter than knee-high (nor too tight).

School shirts with Logo

- PreK-K- Green
- 1st – 4th – Blue
- 5th-6th -Black

Fridays

- Jeans will be allowed ONLY on Fridays (No ripped or holes on jeans).
- RYSS school spirit shirt
- School polo shirt

Shoes

- Footwear must be always worn.
- Tennis shoes.

NOT ALLOWED

- Baggy or sagging pants and oversized shirts are not allowed.
- No hoodies, caps or hats may be worn.
- No Crocs, flip flops, sandals, high heels, or backless shoes

School uniform shirts, can be purchased at our school campus 1062 Fairmont Pkwy Pasadena, Texas 77504 We will be selling uniform shirts from May-July 2024. Please see the back of this letter for guide reference.










Thank you for your continued support. I am looking forward to our next school year. Our scholar's safety is our priority, and we appreciate your collaboration by enforcing our school's uniform policy. We are pleased you have chosen RYSS to serve and educate your scholar.

For more information or updates follow us on social media

Facebook: <https://www.facebook.com/RYSSPasadena/>

Instagram: <https://www.instagram.com/rysspasadena/>



PreK - K Shirt Monday - Thursday	1 st - 4 th Shirt Monday-Thursday	5 th - 6 th Shirt Monday - Thursday
 Green polo with school logo	 Blue polo with school logo	 Black polo with school logo
All uniform shirts should be tucked in and bottoms should be worn with a belt.		
Bottoms ALL Grades		
All lower garments should always worn at waist level. Undergarments should NOT be visible. Skirts/shorts/ jumper should reach knee-high or below.		
		
FRIDAYS ALL Grades		
 \$15 Spirit Shirt	 \$18 School Shirt with Logo	 Jeans (no tears or holes)
SHOES		
Shoes should be closed toe. No sandals, slides, flip flops, or Crocs		
 		

Monday-Thursday

Bottoms

- Khaki, black or navy-blue pants, skirts/skorts, shorts (not too tight or too baggy).
- Must be worn at the waist with a belt.
- Cannot be shorter than knee-high (nor too tight).

School shirts with Logo

- PreK-K- Green
- 1st – 4th – Blue
- 5th – 6th – Black

Fridays

- Jeans will be allowed ONLY on Fridays (No ripped or holes on jeans).
- RYSS school spirit shirt
- School polo shirt
- College shirt

Shoes

- Footwear must be always worn.
- Tennis shoes.

NOT ALLOWED

- Baggy or sagging pants and oversized shirts are not allowed.
- No hoodies, caps or hats may be worn.
- No Crocs, flip flops, sandals, high heels, or backless shoes

EARLY DISMISSAL

Parents are to make the necessary arrangements for any scheduled early dismissals. Early dismissal days will be announced through our monthly school calendar and flyer reminders.

HOME VISITS

In some cases, teachers or administrators may do random or scheduled home visits throughout the school year. The purpose of home visits is for the teacher to learn about each student's needs and/or discuss any issues the student may have at school with parents.

LOST OR STOLEN ITEMS

Students are responsible for all personal items at all times. The school is not liable for any damaged, lost or stolen items.

DISCIPLINE MANAGEMENT

Conduct: Responsibilities in Behavior Intervention

The effective enforcement of the Code of Student Conduct and the School-Based Discipline Management System is essential in keeping a school and/or school-related activities free of disruption and is dependent on the exercise of the responsibilities by the following:

Students:

- Adhere to the Code of Student Conduct, classroom rules and regulations for behavior and good conduct.

Parents:

- Support school and classroom rules for student behavior and ensure that children conduct themselves according to school standards.
- Provide the school with current address and current home, work, and emergency telephone numbers.
- Ensure students attendance at school. By state law, student attendance is the responsibility of parents and guardians.
- Provide the appropriate school personnel with student information that will affect the student's ability to learn and the student's behavior.
- Read, acknowledge, and understand these rules and the rules applicable to their children conduct while they are at school.

Teachers:

- Establish classroom-management procedurals that concentrate on good student conduct and support school and district policies and procedures.
- Adhere to and implement the Code of Conduct Guidelines.
- Level I offenses are to be handled by the teacher and followed up with parent contact.
- All Level II-V offenses are to be reported directly to an administrator or documented on a discipline referral form.

Fighting:

Fighting will not be permitted at RYSS STEM Academy Pasadena. If a student is threatened physically, s/he must report the situation to an adult. Students who fight will be subject to disciplinary action up to or including suspension. Students whose parents cannot be notified by the school administration will be taken to In-School Suspension (ISS). Parent conferences are required when the student returns to school from suspension.

Public Display of Affection:

Public affection is not acceptable on campus at school related off-campus activities, or buses at any time.

An administrator will contact PARENTS.

Examples are but not limited to:

- Inappropriate touching
- Kissing
- Hand holding
- Hugging
- Unwelcome/inappropriate sexual remarks/solicitation

Student Contracts:

Student contracts are issued for behavior and/or excessive attendance. Parents and students are made aware of the student's behavior and/or attendance prior to their child being placed on a contract. It is the expectation that students placed on a behavior and/or attendance contract at RYSS STEM Academy Pasadena to adhere to the contract's expectations. The expectations include:

1. Maintain conduct of "S" or better
2. Attend all classes daily
3. Have no unexcused absences/tardiness
4. Turn in an absent and/or Dr.'s note to the front office for unattended days
5. Attend Saturday Tutorial(s), after three consecutive missed, unexcused days
6. Attend Saturday Tutorial(s), after three late arrivals
7. Will not skip a class or classes
8. Maintain a 70 or better grade average in all classes
9. Will not destroy school property
10. No possession of drugs/weapons
11. Always follow campus dress code
12. Be respectful to all staff/peers
13. Follow the Student Code of Conduct

NON-RENEWALS

A non-renewal contract is given to a student that has failed to meet the expectations of our Student Code of Conduct or as listed in the students Behavior and/or Attendance Contract. The student who does not show significant improvement in their behavior/attendance will not be invited back to RYSS STEM Academy Pasadena for the following school year.

CELL PHONES

- Electronic Devices: All devices are to remain **completely off** (not silent or vibrate) and may not be visible during the school day including passing periods.
- Students may use the school phones located at the front office, with permission, for emergencies.
- **Cameras, music devices, headphones, ear buds, Air pods, video games and other electronic devices are not permitted at school. Unless required per IEP.**
- Students should not be uploading pictures or videos of other students on any social media
- platforms.
- Disciplinary action will be taken if a student does not abide by the cell phone expectations.

Note: Use of cell phones or any other electronic devices will lead to confiscation by the grade level administrator. A \$15.00 administrative fee will be applied, and a parent or guardian must retrieve the device from the administrator.



The poster features a green header with the RYSS logo and the hashtag #RAPTORPRIDE. Below the header, it reads "RYSS STEM Academy Pasadena Technology Policy". Two circular images show headphones and a hand holding a smartphone. The text is organized into sections: "Headphones" (wired only for academic use), "Cell Phones" (powered off), and a note about AirPods. A bottom section with a dollar sign icon states that devices not seen, heard, or taken will incur a \$15 fee.

RYSS #RAPTORPRIDE
RYSS STEM Academy Pasadena
Technology Policy

Headphones
Only wired headphones are allowed on campus and may only be used for academic purposes.
AirPods and other wireless technology must remain at home.

Cell Phones
Cell phones must remain powered off and put away. Under no circumstances may they be used.

NOT SEEN, NOT HEARD, NOT TAKEN
Students whose devices are collected will be charged a \$15 fee, and they must be collected by a parent or guardian.

RYSS BEHAVIOR SUPPORT SYSTEM

RYSS STUDENT BEHAVIOR SUPPORT SYSTEM: Student Behavior Classification

is used when misaligned behaviors are exhibited in the classroom.

Classroom-Facilitated Support (incidental-managed behaviors)
<ul style="list-style-type: none"> • Off-Task • Inappropriate Language • Disruption to Class • Non-aggressive Physical Contact • Refusal/defiance • Property/Materials Misuse • Electronics Misuse • Dress Code Violation • Unexcused Tardy

Administrator-Facilitated Support (urgent-acute behaviors)
<ul style="list-style-type: none"> • Abusive Language • Vapes/Drugs/Weapons • Terroristic Threat • Stealing • Vandalism • Physical Aggression • Bullying/Threatening • Truancy • Other <u>severe</u> behavior according to RYSS STEM Academy Pasadena Code of Conduct



RYSS Classroom – Facilitated Behavior Support Sequence 2024–2025 is about. . .

The teachers’ actions. Below are sequential action steps for each class. These action steps are used to support students when incidental/managed incidents occur. Begin the sequence anew each day.

Next Consequence (or) Back on Task	Step #1: Verbal Warning	<ul style="list-style-type: none"> • Teacher reminds student of classroom expectations • Review classrooms rules & procedures • Teacher logs consequences in the adopted behavior school system
	Step #2: Student-Teacher Conference	<ul style="list-style-type: none"> • Teacher conferences with student, produces a verbal plan to move forward • Teacher logs consequences in the adopted behavior school system
	Step #3 Phone Call Home	<ul style="list-style-type: none"> • Parent / Guardian notified of Consequence (Teacher logs consequences in the adopted behavior school system) • Parent Conferences, if needed • Parent-Teacher conference with student, develop a written plan to move forward (Teacher logs consequences in the adopted behavior school system)
	Step #4 Parent-Teacher-Student Conference	<ul style="list-style-type: none"> • Administrator, Counselor, or Team Teachers present (if needed) • After school / Saturday Detention (Teacher logs consequences in the adopted behavior school system) • After school detention (Shall be communicated to parents prior to the detention date)
	Step #5 Referral & Student/Administrator Conference	<ul style="list-style-type: none"> • Teacher Submits Office Referral Form: document in Teacher logs consequences in the adopted behavior school system Admin process Office Referral form and conference with student • Admin support restoration of teacher-student relationship • Admin follow up with support & coaching for classroom culture/mgmt. • Issue ISS, Saturday Detention, After school Detention



RYSS Administrator-Facilitated Behavior Support Sequence

Administrator Support Requested Received	<ul style="list-style-type: none"> • Office Referral Form is received & reviewed • Communicated w/teacher for clarification, if needed • Administrative Team consulted, if necessary
Administrator-Student Conference	<ul style="list-style-type: none"> • Greet student & explain the purpose of the conference • Ask the student to provide their perspective of the incident • Explain the student profile & student expectations and how the behavior is misaligned to the campus expectations • Guide the student to self-reflect (<i>How could you have handled the situation differently?, What may need to occur next to repair the relationship with the teacher/student(s)?, When can this happen?</i>) • Inform the student about any consequences given because of the inappropriate behavior
Administrator Documentation	<ul style="list-style-type: none"> • Documentation following campus/district policy • Parent & Teacher are notified of outcome/next steps/consequences • Document details in student data management system (Ascender)
Administrator Support for Restoration of Teacher-Student Relationship	<ul style="list-style-type: none"> • Facilitate conference with Teacher and/or Student <ul style="list-style-type: none"> - Thoughts & Feelings shared - Student is provided an opportunity to remedy the situation - Ensure there is a verbal/written plan or commitment going forward, if needed
Administrator Support for Teacher	<ul style="list-style-type: none"> • Classroom observation within one-week of the incident

TOBACCO PRODUCTS & E-CIGARETTES

State law prohibits smoking, using tobacco products, or e-cigarettes on all district-owned property and at school-related or school-sanctioned activities, on or off school property. This includes all buildings, playground areas, parking facilities, and facilities used for athletics and other activities. Drivers of district-owned vehicles are prohibited from smoking, using tobacco products, or e-cigarettes while inside the vehicle. Notices stating that smoking is prohibited by law and punishable by a fine are displayed in prominent places in all school buildings.

WITHDRAWAL PROCEDURES

Advance notification (1 day) is needed to complete the withdrawal forms. Please inform the school of the students' last day of attendance, the new address, and the name of the new school. Only the legal parent/guardian is allowed to withdraw the child. The complete withdrawal form must be taken to the new school with a copy of the last report card attached.

TECHNOLOGY AND INTERNET:

RYSS offers access to a computer network. All students must obtain written parental permission. Failure to follow guidelines for network communication will result in disciplinary action and computer access will be withdrawn. Should a parent prefer that a student not have internet access, use of the computer is still possible for more traditional purposes such as word processing.

INTERNET SAFETY:

The district network serves as a primary platform for voice, video, and data transmission, as well as communication, storage, and application delivery. The internet is a primary source for research, information, and communication. However, with these privileges, users have certain responsibilities. It is expected that system users will utilize technology resources appropriately. Violations of this agreement may result in disciplinary action and/or legal consequences.

RYSS retains the right to periodically monitor and audit electronic devices, network usage, and internet activity to ensure compliance with this agreement and associated policies. Students are generally allowed access to the internet unless their parent or guardian has submitted a written request to the building principal indicating that internet access should be restricted. This request must be submitted annually to the building principal.

ONE TO ONE (1:1):

RYSS STEM Academy Pasadena is preparing students for the Digital Age by integrating technology into their classrooms. Technology serves as a tool to provide more engaged, relevant, meaningful, and personalized learning experiences. Through the 1:1 initiative, students will have access to a computer and academic software throughout the school day.

STUDENT RESPONSIBILITIES:

1. Students are responsible for their issued computer at all times. If equipment becomes damaged, lost or malfunctions, students shall report damage to their teacher immediately. Students are responsible for any loss or negligent damage done to the computer.
2. Students should not loan their computer to another student. Students shall be responsible for any activities conducted by others on their computer whether they had knowledge of that use or not.
3. Students are responsible for always carrying their computer in its issued case.
4. Students shall not download any software, music, pictures, videos, or any other files or reconfigure the computer unless instructed by a teacher.
5. Students shall save data to their assigned network drive or cloud storage.
6. Detailed history of all internet sites accessed, and all student files are subject to monitoring.
7. Each computer will be identified by a specific number (bar code number) and assigned to a student. To ensure that a student always has his assigned computer, computers should never be switched. The identification tag must always remain on the device. If the identification tag is lost, the student must immediately notify a teacher or an administrator.

CARE OF THE COMPUTER:

Students are responsible for properly caring for the computer. If the computer is damaged or not functioning correctly, it should be taken to the designated contact on campus. Please adhere to the following precautions:

1. Always supervise and do not leave the computer unattended.
2. Avoid placing food and liquids near the computer.
3. Refrain from stacking heavy objects on top of the computer.
4. Do not attempt to repair or reconfigure the computer.
5. Avoid writing, drawing, sticking, or adhering anything to the computer or its case.
6. Keep the computer away from magnets.
7. Use a clean microfiber cloth for screen cleaning.
8. Ensure nothing is placed on the keyboard before closing the computer.
9. Student Privacy
10. Internet filtering software is in place to automatically filter internet access while connected to the RYSS network.
11. Students should be aware that they have no expectation of privacy regarding any information stored on, accessed from, or used with the computer. The computer is the property of RYSS, and authorized district and school officials may monitor the computer or access its contents at any time.

Technology Acceptable Use Policy Agreement Form

The Technology Agreement Form covers various aspects, including:

- a. **Responsible Use:** Students will be educated on the appropriate and ethical use of technology. This includes respecting intellectual property, practicing good digital citizenship, and adhering to school rules during online activities.
- b. **Device Care:** Students will learn how to properly handle and care for school devices. This includes guidelines for storage, transportation (if applicable), and basic maintenance. If the device becomes damaged / lost due to negligence on the behavior of the student, the student responsible will be held liable to financially repair the damaged / lost device.
- c. **Online Safety:** We emphasize the importance of online safety and privacy. Students will be taught about protecting personal information, recognizing online risks, and reporting any inappropriate or concerning content. RYSS is subject to monitoring students' activity on devices using RYSS internet access. Inappropriate use of sites will be subject to disciplinary action.
- d. **Parental Involvement:** We encourage parents/guardians to engage in their child's digital education. By signing the agreement, you commit to staying informed about your child's technology usage and supporting their responsible online behavior.
- e. **Lost/Stolen/Damaged:** A cost of \$200 dollars will be charged to replace any lost, stolen, or damaged technology by the student. Failure to pay for the lost, stolen, or broken technology device will result in the student not being allowed to receive a replacement device and from receiving final grades and report card.

We ask parents/guardians to carefully review the attached Technology Agreement Form with your student. Discuss the terms, expectations, and responsibilities outlined in the form together. Should parents/guardians have any questions or concerns, please contact the school.

FEES, FINES AND REPAIR:

Each student receives a computer in good working condition with standardized software. It is expected that students will keep the computer in good condition. Failure to do so may incur out-of-pocket costs, as outlined in the table below. All outstanding payments must be settled before a replacement computer will be issued.

In the event of a missing or stolen device, immediate reporting to school administrators is required. The student/parent is responsible for providing information for a police report by the earliest available school day. Any claim of theft must be accompanied by this police report as evidence. If a device is determined to be intentionally damaged or shows persistent damage, the student will be held liable for the full repair cost. Failure to comply with the guidelines may result in disciplinary action and may impact the student's academic performance when deemed appropriate.

USE OF SOCIAL NETWORKING/DIGITAL TOOLS:

Students are allowed to participate in district-approved social media learning environments that are relevant to curricular projects or school activities. They may utilize various digital tools, including but not limited to mobile devices, blogs, discussion forums, messaging, and online meeting sessions.

All students at RYSS STEM Academy Pasadena will be provided with a district-assigned network login, account, and calendar. These accounts are intended for school-related projects and serve as a secure platform for students to store their school-related documents online using services like Microsoft OneDrive or Google Drive.

While efforts have been made to ensure a safe and secure student account, it remains the responsibility of users to adhere to all school rules, follow teacher instructions and procedures, and report any instances of inappropriate use or content to school staff. The student account is designed to support the instructional process, and therefore, all messages sent through the system may be reviewed by the assigned instructor. To maintain and secure the system, technology support personnel may also have access to email communication. Please follow the email guidelines provided below and use common sense to evaluate your actions when using district accounts.

DISCLAIMER:

In the process of protecting the network, RYSS cannot guarantee the confidentiality of information. The district is not responsible for phone/credit card bills, or any other charges incurred by users. Use of any information obtained via the Network/Internet is at the user's own risk. The district specifically denies any responsibility for the accuracy or quality of information obtained through its services. Opinions, advice, services, and all other information expressed by system users, information providers, service providers, or other third-party individuals in the system are those of the providers and not the district.

TELECOMMUNICATION DEVICES, INCLUDING MOBILE TELEPHONES:

"Telecommunication devices" mentioned in this section refer to any device that emits an audible signal, vibrates, displays a message, or otherwise notifies or delivers a communication to the possessor. This includes, but is not limited to, cell phones, etc. In case of emergencies, parents can contact the school office to relay messages.



RAUL YZAGUIRRE SCHOOLS FOR SUCCESS

SCHOOL – HOME COMMUNICATION

WEBSITE

Visit RYSS STEM Academy Pasadena webpage at <https://www.ryss.org/Pasadena> to stay updated.

SOCIAL MEDIA PLATFORMS

RYSS STEM Academy Pasadena can be followed to stay updated on events, parent meetings, sport opportunities.

Social Media Platforms:

- Facebook: <https://www.facebook.com/RYSSTPasadena>
- Instagram: <https://www.instagram.com/rysspasadena/>

SCHOOL/HOME COMMUNICATION

To ensure effective communication between the school and parents, RYSS STEM Academy Pasadena utilizes various channels such as the website, postal service, newsletters, emails, and phone-out systems. It is crucial for parents to promptly notify the school office of any changes in contact information, including address or phone numbers (cell and home), to facilitate timely communication. A monthly newsletter will be sent home to students to keep parents informed.

TAKE-HOME BLUE FOLDER

Conduct:

PK – 2nd grade students will take home a conduct folder daily via “Take-Home” Folder.

Homework:

PK – 6th grade students will be provided homework via “Take-Home” Folder Monday – Thursday.

PK – 2nd grade students’ homework should not exceed 30 minutes.

3rd – 6th grade students’ homework should not exceed 45 minutes.

Campus Communication:

All students will receive monthly calendars of events, event flyers, etc. on Thursdays via “Take-Home” folder. These updates will also be available at our Front Desk and on our social media platforms.

If a parent has concerns regarding a school policy or employee, the following steps should be taken to address the issue promptly:

1. Contact the appropriate teacher. Parents are encouraged to schedule a conference with the teacher during their conference period, preferably by arranging it in advance.
2. If the problem persists, contact the grade level administrator. A contact form is available in the main office, or parents can send an email to initiate further discussion and resolution.

APPENDIX

**Raul Yzaguirre Schools for Success
2025 – 2026**



Student Name: _____ **ID#:** _____ **Grade** _____

Student Media Consent and Release Form

Throughout the school year, students may be highlighted in efforts to promote Raul Yzaguirre School for Success' (RYSS) activities and achievements. For example, students may be photographed, or videotaped for promoting and/or to increase public awareness of RYSS through newspapers, radio, TV, the web, DVDs, displays, brochures, and other types of media.

As the parent or guardian, I hereby give RYSS and its employees, representatives, and authorized media organizations permission to print, photograph, and record my child for use in audio, video, film, or any other electronic, digital, or printed media.

- A. This is with the understanding that neither RYSS nor its representatives will reproduce said photograph, interview, or likeness for any commercial value or receive monetary gain for use of any reproduction/broadcast of said photograph or likeness. I am also fully aware that I will not receive monetary compensation for my child's participation.

- B. I further release and relieve RYSS, its Board of Trustees, employees, and other representatives of any liabilities, known or unknown, arising out of the use of this material.

I certify that I have read the Media Consent and Release of Liability statement and fully understand— its terms and conditions.

Please understand that failure to return this release form within ten (10) school days from the date of distribution will constitute approval of the above requests.

Please Print
Name of child _____ Grade _____

Signature of parent or guardian _____ Date _____

Phone Number: _____

**VIPS
AUTHORIZATION**

By signing below, you hereby authorize without reservation, any party or agency contacted by this employer to furnish the information provided below. You further authorize ongoing procurement of reports at any time during your employment (or contract). You also agree that a fax or photocopy of this authorization with your signature be accepted with the same authority as the original.

You have a right to make a request to JD Palentine, LLC, upon proper identification and the payment of any legally permissible fees, for the information in its files on you at the time of your request.

You hereby authorize and request, without any reservation, any present or former employer, school, police department, financial institution, division of motor vehicles, consumer reporting agencies, or other persons or agencies having knowledge about you to furnish First Advantage with all background information in their possession regarding you, in order that your employment qualifications may be evaluated.

For California, Minnesota, or Oklahoma applicants only, if you would like to receive a copy of the consumer report, if one is obtained, please check this box. If checked and you are a California applicant, a copy of the consumer report will be sent within three (3) days of the employer receiving a copy of the consumer report.

Parent Name: _____ Student Name: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Telephone No. _____ Email address: _____

Social Security Number: _____

Driver's License State: _____ License Number: _____

The following is for identification purposes only to perform the background check:

Date of Birth (MM/DD/YYYY): _____ Race: _____ Gender (M or F): _____

Other or Former Names: _____

Professional License: _____ State: _____ Type: _____ Number: _____

Signature: _____ Date: _____

* School Volunteer: _____ Student Teacher _____

*Cleared and notified individual and Voluntary Point of Contact & Intervention Dept. on:

Last Revised December 2022 (It's imperative all individuals undergoing a background investigation provide HR with a valid/current (government issued identification card).



Raul Yzaguirre Schools for Success
RYSS STEM Academy Pasadena
1062 Fairmont Pkwy., Pasadena TX, 77504
832 – 482 - 9583

RYSS STEM ACADEMY PASADENA
2025 – 2026
Technology Acceptable Use Policy Agreement Form

Dear Parents/Guardians,

As we continue to embrace technology in education, we want to ensure a safe and responsible digital environment for our students. In this regard, we are introducing our updated Technology Agreement Form that outlines the expectations, guidelines, and commitments for technology usage within our school community. Our goal is to provide students with the tools and skills they need to succeed in a digital world while also promoting a respectful and secure online presence. The Technology Agreement Form covers various aspects, including:

Responsible Use: Students will be educated on the appropriate and ethical use of technology. This includes respecting intellectual property, practicing good digital citizenship, and adhering to school rules during online activities.

Device Care: Students will learn how to properly handle and care for school devices. This includes guidelines for storage, transportation (if applicable), and basic maintenance. If the device becomes damaged / lost due to negligence on the behavior of the student, the student responsible will be held liable to financially repair the damaged / lost device.

Online Safety: We emphasize the importance of online safety and privacy. Students will be taught about protecting personal information, recognizing online risks, and reporting any inappropriate or concerning content. RYSS is subject to monitoring students' activity on devices using RYSS internet access. Inappropriate use of sites will be subject to disciplinary action.

Parental Involvement: We encourage parents/guardians to engage in their child's digital education. By signing the agreement, you commit to staying informed about your child's technology usage and supporting their responsible online behavior.

Lost/Stolen/Damaged: A cost of \$400 dollars will be charged to replace any lost, stolen, or damaged technology by the student. Failure to pay for the lost, stolen, or broken technology device will result in the student not being allowed to receive a replacement device and from receiving final grades and report card.

We kindly request you to carefully review the attached Technology Agreement Form with your child. Discuss the terms, expectations, and responsibilities outlined in the form together. If you have any questions or concerns, please do not hesitate to contact us.

To provide your consent and acknowledgment of the terms, please sign and return the form to your child's homeroom teacher. Students who return the signed forms will be granted access to school technology resources.

Yes, I give permission for my student to have user access to RYSS internet and technology and my signature below is an acknowledgement that it will be my responsibility to financially pay for any technology lost, stolen and/or damaged

No, I do not give permission for my student to have access to RYSS technology and internet.

Student Name: _____

Student Grade: _____

Student ID: _____

Parent Name: _____

Parent Signature: _____

Date: _____

CHAMPIONS.

'25-'26 School Year Enrollment is **NOW OPEN!**
Space is limited!

Enroll Here!



**EXPLORE.
PLAY.
LEARN.**



Give your child a creative space to discover what they love, be original, and build friendships!

Are you craving some community and normalcy now that school is back in session? Our programs for kids in grades pre-K – 6 are here for you! We partner with local schools to complement the learning they offer with our own robust curriculum for elementary schoolers. Plus, kids get extra time in the school day to connect and laugh with friends their age!

Find your back-to-school groove. Our programs take extra-special care of hearts and minds, and give kids a safe space to do what they do best—be kids!

LOCATION

RYSS STEM Academy
1062 Fairmont Pkwy.
Pasadena, Tx. 77504

NCI/Subsidy Accepted
Operation #1799703

DATES & HOURS

'25-'26 School Year

After-School Care PreK-6th:
Dismissal until 6PM

PRICING

After-School:

1-2 Days: \$50
3-5 Days: \$80

*Ask us about employee,
military and sibling discounts!

**CALL OR EMAIL US FOR
MORE INFORMATION,
OR TO SCHEDULE A
TOUR TODAY!**

Kimberly Leon | Site Director

E-mail: Kimberly.Leon@discoverchampions.com

Phone: (346) 774-4941

Enroll @ www.discoverchampions.com or (800) 246-2154

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Acknowledgement of the Parent-Student Handbook Form



Acknowledgment of Distribution of the 2025 - 2026 RYSS District and Campus Parent-Student Handbook

My child and I have been offered the option to receive a paper copy or to electronically access the school website <http://www.ryss.org/Pasadena> the 2025 - 2026 District & Campus Parent-Student Handbook.

I have chosen to:

Accept responsibility for accessing the Parent-Student Handbook by visiting the Web address listed above.

or

Receive a paper copy of the Parent-Student Handbook.

I understand that the Student Handbook contains information that my child and I may need during the school year and that all students will be held accountable for their behavior and will be subject to the disciplinary consequences outlined here. If I have any questions regarding this Handbook, I should direct those questions to my child's campus principal.

Printed name of student

Signature of student

Signature of parent

Date

Grade:

<i>preK3</i>	<i>preK4</i>	<i>Kinder</i>	<i>1st</i>	<i>2nd</i>	<i>3rd</i>	<i>4th</i>	<i>5th</i>	<i>6th</i>
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