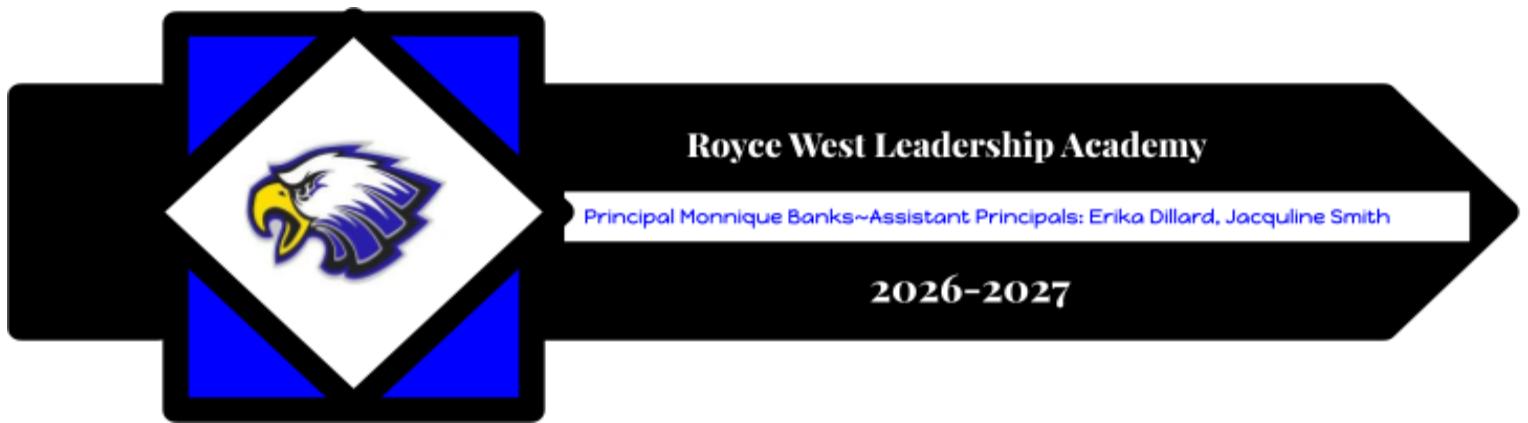




Student & Parent Handbook



Monnique Banks, Principal

Erika Dillard, Assistant Principal 8th & 7th (M-Z) Grade

Jacqueline Smith, Assistant Principal 6th & 7th (A-L) Grade

Nsikak Otu, Counselor 6th-8th Grade

***This Handbook is Subject to Revisions**

Welcome to **“EAGLES PRIDE”** Show!
Setting the Stage of Success for ALL Students!!!

A Message from Our Principal



Dear SUPERSTAR KCMS Parents and Students:

Welcome to the 2023-2024 school year! It is an honor for me to have the opportunity to extend a warm welcome back to our returning Eagles and a sincere welcome aboard to those who will join me after this long hiatus. This handbook is published so all Kennedy-Curry Middle School students have easy access to information that will ensure a successful school year. It is essential that parents and students read this student handbook completely.

We will center our focus on three core values throughout the year:

-  **1. Academic Achievement**
-  **2. Safe & Welcoming Environment**
-  **3. Commitment to Excellence**
-  **4. Community Involvement**

Our school community has a long history of attaining excellence, academically and socially, and I look forward to facilitating excellence throughout the school year. I trust that you are ready to join me in making excellence an everyday occurrence at KCMS.

Sincerely,

Monnique Banks

Monnique Banks, Principal
Kennedy-Curry Middle School
mbanks@dallasisd.org
(972) 925-1600

Student Code of Conduct

The image a school portrays is often determined by the behavior of its students and the physical appearance of the building. We must all – students, faculty, staff, administrators and community members – show pride by doing our share to make our middle school a better place in which to learn and work.

The following rules apply while on school premises, school buses, any other school property during school activities (whether on our campus or away from school), and/or off the school grounds if the situation is initiated at school. Students shall be given due process before a disciplinary action is taken.

Any student conduct that would constitute criminal charges is also in violation of our code of conduct. These rules also apply to any form of student misconduct directed at a district official/employee or the property of a district official/employee, at any place or any time. A violation of any of these rules may result in disciplinary action.

Right to Search

Desks or storage places provided for student use are, and remain at all times, property of the Dallas Independent School District. These areas and its contents are subject to a random search at any time, pursuant to board policy. Administrators are authorized to conduct reasonable inspection of school property, students themselves, and/or of items brought upon school grounds (including vehicles) when there is reasonable cause to believe that anyone may be in possession of anything that violates the law, Dallas Independent School District policy, and/or our student code of conduct.

Royce West Leadership Academy



Mascot

Eagle

Motto

“Developing Scholars into Empowered Leaders”

School Colors

Royal Blue and White

Our Vision

RWLA will be the model transformational campus leading scholars academically, socially and artistically.

Our Mission

At RWLA, we will educate, elevate and empower young leaders to grow from hope to influence.

Eagle Creed

I believe in myself and my ability to do my best on this day. For this day will not come anymore. I will think, listen, read, write, compute, and problem solve. I will do these things with one purpose in mind: To do my best and not waste this day. I believe that I have the power to create positive possibilities on this day, for this day will not come anymore.

Parent Portal

The Dallas ISD's Web-based Parent Portal gives parents and guardians access to a protected Web site where they can view confidential information about their children's grades, attendance, and assignments.

Access to the Parent Portal

Parents and guardians of Dallas ISD students can get access to their child's information on the Parent Portal by:

1. Registering for an account www.dallasisd.org/parentportal.
2. Come to Royce West Leadership Academy to get your child's verification code.
3. Add your child to your Parent Portal account. You will need the verification code to complete this process.

Please contact the RWLA Parent Support Specialist, Tommy Nichols at 972-925-1600 to assist you with accessing the Parent Portal.

Obtaining Your Child's Verification Code

1. Take your child's Student ID Number and a valid government-issued ID (i.e., driver's license, state ID, passport, or other photographic identification) to Royce West Leadership Academy. This is to protect your child's safety and security.
2. Present Student ID Number and the government-issued ID to school staff, who will verify your identification.
3. School staff will then issue a verification code for you to use to add your child's information to your Parent Portal account.
4. This Verification Code is **required** to successfully complete the online child addition process.

A.M. Drop-Off

During morning arrival, **all car riders will be dropped off in the student loading zone located in the front of the building.** Students should not be dropped off before **8:00 A.M.** Students will **NOT** be allowed to enter the building before **8:05 A.M. (unless there's inclement weather--raining or below 40 degrees fahrenheit).** Students will pick up their breakfast from the kiosk located in the hallway along the route to their 1st class. **Students will eat breakfast in the classroom from 8:05-8:35 A.M. School officially starts at 8:35 A.M.**

P.M. Pick-Up

Students will be **dismissed starting at 3:45 P.M.** Please **pick up car riders on Sebring Drive.** We ask that **all traffic during student pick up after school continues south (one way) for student safety. Bus riders will be picked up at the back entrance. Walkers will be released by class at the 6th, 7th, and/or 8th grade entrances. Parents are responsible for supervising students after 4:00 P.M.**

Parents will not be allowed to pick up students from school early after 3:00 PM.

Bus Riders' Code of Conduct

Bus riding is a privilege that requires responsible behavior. Certain rules of conduct are necessary for the safety of all students who ride the bus. However, some students may choose not to conduct themselves appropriately. Students displaying the following infractions will be reported to the assistant principal by the bus driver.



1. Improper boarding/departing procedures;
2. Bringing any type of weapon or other article of injurious nature aboard the bus;
3. Failure to remain seated when directed or when the bus is moving;
4. Refusing to obey driver or monitor or addressing driver or monitor in disrespectful manner;
5. Fighting, pushing, tripping or assault;
6. Eating or drinking on the bus;
7. Extending any body part, clothing, or any other article outside a bus window;
8. Throwing, pitching, or shooting objects inside or out of the bus;
9. Lighting matches or smoking or use of tobacco products on the bus;
10. Spitting or littering;
11. Unnecessary noise; with bus equipment or vandalism of bus property;
12. Rude, discourteous, or annoying conduct;
13. Destruction of property;
14. Using profanity;
15. Harassing or distracting the driver;
16. Possession or use of tobacco, tobacco products, drugs, abusable volatile chemicals, or alcohol;
17. Public lewdness or indecent exposure;
18. Making a false alarm or report or terroristic threat;
20. Engaging in conduct that constitutes a felony;
21. Other behavior detrimental to safety, well-being, and respect for others.

CONSEQUENCES FOR BUS INCIDENTS

Consequences for Bus Incident Referrals, written by bus drivers will be addressed by campus security and administration. Students may lose their right to ride the school bus if inappropriate behavior does not improve. Once a student loses his/her right to ride the school bus, he/she will not be allowed to ride any other school bus. A level II offense will result in an automatic suspension of privileges.

# of Bus Referrals	Consequences	Parent contact
1	Verbal correction	Telephone
2	Parent Conference	Telephone/ Face-to-Face
3	Temporary Removal	Telephone/ SDS Documentation
4	Permanent Removal	Telephone/ SDS Documentation

Note: A student may lose the right to ride the bus at any time if the level of offense is considered a mandatory or expellable offense.

Prohibited Items at RWLA

- Sunglasses or non-prescription glasses
- Body sprays, lotions, makeup kits, etc...
- Hats, caps, scarves, head wraps, bonnets, blankets, durags, ski masks, etc...
- Facial jewelry of any kind, bracelets, etc...
- “Rat” tail combs or metal hair picks
- No purses (small bag grooming bags only)
- No colored undershirts (white only)
- No cargo shorts or logo shirts (i.e. Hollister)
- Lasers of any kind
- Chips/Snacks etc (unless in lunch form)
- Pullover hoodies



COLOR: BLACK

www.hollister.com



ZERO TOLERANCE!!!

Cafeteria Policy



1. Students will be escorted to and from lunch by their teacher.
2. Transitions to and from lunch will be quiet and orderly.
3. While in line there will be: No cutting, No pushing, No touching with your hands, feet or any other object.
4. Students will use level two conversational voices.
5. Students will move into the cafeteria and follow directions given by all faculty or staff.
6. Students will sit at designated tables by class.
7. Students are allowed to talk at the tables (level two conversational voices only).
8. Students are not allowed to re-enter the lunch line once seated.
9. Students will dump trays when a staff member brings the trash bin to them.
10. Students will go silently during the last 5 minutes of lunch and line up quietly once their teachers arrive at the cafeteria.

All food and beverage items with the exception of water must be eaten in the school cafeteria.

Clinic

The school nurse is in charge of the clinic. Clinic staff is available daily. The responsibilities of the nurse are to: attend to student/faculty health problems, perform state mandated screenings, monitor immunization requirements, maintain comprehensive health records, and provide acute and urgent care to ill or injured students and employees.

The nurse cannot allow students to enroll in school unless immunization records are up to date.

Students must not bring medicine to school. The school nurse can administer only physician-prescribed medicine when it is in the original bottle and labeled correctly with the names of the physician and student. **THERE ARE NO EXCEPTIONS.** All student medications must be carried to the nurse upon arrival at school and should have the applicable parent completed forms on file in the clinic.

When a student feels sick, he/she must ask the teacher for a pass to go to the clinic. Do not send students without the proper documentation. The school Nurse can be reached at (972) 925-1603.



Dress Code (Students)



The Dallas Independent School District's Board of Education has empowered school principals to enforce a standard uniform policy as a local policy decision. Kennedy Curry Middle School students are required to adhere to the following dress code:

Males:

- 1. Pants – khaki or black colored pants or shorts. NO jeans, oversized, or sagging pants allowed.**
 - a. Sweat pants and other athletic apparel can be worn during athletic periods only.
 - b. Students must be in dress code in all areas of the building.
 - c. Underwear cannot be visible and this includes thermal underwear.
 - d. No pajamas
- 2. Shirts – 6th White, 7th Gray & 8th Royal Blue**
 - a. Polo style shirt with collar (long or short sleeve). Shirts must be tucked in at all times.
 - b. NO graphic images or LOGOS on shirts.
 - c. Students may not wear other garments over their uniform shirts (ex. T shirts, sweaters, etc)
 - d. Pullover HOODIES are NOT permitted. Students are only allowed to have zip up jackets or zip up hoodies.
- 3. Undershirts must be white. NO other color will be allowed.**
 - a. Shirts must be tucked in at all times.
 - b. Uniform pants and shirt cannot be altered (rips, tears, etc)
- 4. Shoes – Athletic, dress, and closed-toe shoes are permitted.**
 - a. Shower, beach, sandals, flip-flop, Crocs, slides, and steel toe boots are **NOT** permitted.
 - b. House shoes (slippers) are **NOT** permitted.
 - c. Socks need to be worn at all times.
- 5. Belts – Belts are to be solid black or brown.** Belts are to be worn at all times if the pants have belt loops. Oversized belt buckles, glitter, logos, or graphics of any kind are NOT allowed.
- 6. Sweatbands, skull caps, ski masks, do-rags, bonnets, and facial jewelry (nose rings, eyebrow rings, earrings, etc) are not permitted.**

Females:



1. **Pants/Skirts/Bermuda or Shorts – Khaki or Black.** No oversized or undersized pants will be permitted. Ladies may not wear clothing that is too tight or revealing.
 - a. Sweat pants and other athletic apparel may be worn during athletic periods only.
 - b. Ladies will not be allowed to wear oversized clothes (SAG).
 - c. Underwear cannot be visible and this includes thermal underwear.
 - d. No pajamas
2. **Shirts – 6th White, 7th Gray & 8th Royal Blue.**
 - a. Polo style shirt with collar (long or short sleeve). Shirts must be tucked in at all times.
 - b. NO graphic images or LOGOS on shirts.
 - c. Students may not wear other garments over their uniform shirts (ex. T shirts, sweaters, etc)
 - d. Pullover HOODIES are NOT permitted. Students are only allowed to have zip up jackets or zip up hoodies.
3. **Undershirts must be white.** NO other color will be allowed.
 - a. Shirts must be tucked in at all times.
 - b. No graphic images on shirts.
4. **Shoes – Athletic, dress, and other closed-toe shoes are permitted.**
 - a. Shower, beach, crocs, slides, and flip-flop shoes are not permitted.
 - b. House shoes (slippers), HIGH HEELS, SANDALS and beauty shop slides are not permitted.
 - c. All shoes must have a closed-toe enclosed-heel.
5. **Belts – Belts are to be solid black or brown.** Belts are to be worn at all times if the pants have belt loops. Oversized belt buckles, glitter, logos, or graphics of any kind are NOT allowed.
6. **Facial jewelry** – Nose rings and other visible body piercing are NOT permitted. Earrings are permitted. Earrings may not be larger than the size of a quarter.
7. **Sweatbands, wraps, bonnets, hats, and head scarves are not allowed during the school hours.**
8. **Students are not allowed to wear shades inside the building and this includes the black rimmed glasses. (prescription only)**

Dress Code- Code of Conduct

1st Offense- Warning/Parent Contact (student will have to sign out appropriate uniform attire with Ms. Watts/ and sign back in 8th period)

2nd Offense- Student will pay a fine of \$2 before being able to check out a uniform. If student does not have \$2, student will report to Reset.

3rd Offense- Student assigned to forReset 1 day

**Student needs and circumstances will be taken into consideration.*

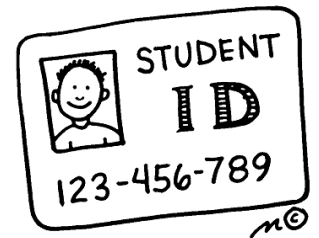
Hallway Procedures

1. Students will walk on the right side of the hallway.
2. Students will not run in the building
3. Students will be polite at all times.
4. Students will not stop and stand in the hall.
5. Students will walk and talk while passing between classes.
6. Students will use level two conversational voices.
7. Students will sip and go at the water fountain.

KEEP IT SAFE AND CIVIL

ID Badges

ID badges WILL be required for the 2026-2027 school year.



Reset Center

Students committing certain Level I or Level II offenses may be assigned to Reset at the Administrator's discretion. Please refer to the Campus Discipline Management Plan and the DISD 2026-2027 Student Code of Conduct manual for details on offenses punishable by Reset.

Report Cards & Progress Reports

Report cards will be issued at the conclusion of each nine-week grading period. At the third week of each nine-week grading period, progress reports will be issued to students.

Tardy Policy

The goal of the tardy policy is to ensure that all students are in class on time and on task ready to begin bell-to-bell instruction. The purpose of the “Start on Time” program is to create and maintain a safe environment structured to promote and enforce student punctuality. TARDY SWEEPS will be enforced periodically. The following procedures are instituted for tardy sweeps.

1. During TARDY SWEEPS students must immediately report to the designated area.
2. A faculty or staff member will record the tardy and issue the student a pass to class.
3. Students are given three warnings when tardy for class.
4. Once a student receives a fourth tardy, parents will be notified.

Students must have a hall pass to be out of the classroom. Passes will not be given the first and last ten minutes of class. (10:10 Rule)

When a student is tardy to the Classroom, the following procedures will be followed:

- Tardy sweeps will be randomly conducted 10 minutes after the start of class bell.
- Only during tardy sweeps, teachers will close classroom doors after the Raider Round-up announcement.
- Administrators and hall monitors will sweep late students to the tardy stations in their areas.
- Students will receive an Ecampus tardy pass and report directly to class.
- Tardy Process:
 - Tardy 1 - Warning
 - Tardy 2 - Phone Call
 - Tardy 3 - Parent Conference
 - Tardy 4 - Timeout (1 period ISS)
 - Tardy 5 – Reset All Day
 - Tardy 6 – Level 1 Offense Failure to Comply: Withdrawal of privileges such as participation in school events, extracurricular activities, clubs or organizations, and holding honorary offices.

*****STUDENT ATTENDANCE/ ABSENCE PROCEDURES*****

- A student has three (3) days to submit a letter to the attendance office once he/she has returned to school.
- If a student is out five (5) or more days, he/she must submit a note to the attendance office from a physician, along with a note from parent/ guardian that includes all dates missed.
- If a student is absent at any time from school due to a doctor's appointment, he/she must have documentation from that health provider.
- If a student is absent due to a funeral, he/she must bring a copy of the obituary.
- If a student is absent due to a court appearance, he/she must have documentation from the court.
- If a student is sent home by the nurse, he/she must return with a written excuse from parent or guardian.
- If a student is picked up early from school, he/she must return with proper documentation to excuse the rest of the day.

NOTE: Students can be marked absent while attending school. A student is considered absent if he/she does not attend all classes during the school day. (Notes will not excuse these absences.)

New Cell Phone Policy

-Cellular Phones/Electronic Devices

All cell phones will be picked up every morning during intake and returned each afternoon during dismissal. Students will **not** be allowed to possess other telecommunication devices such as iPads, netbooks, laptops, tablets or other personal computers.

The District prohibits the use of cellular phones at all schools during the instructional class time. No student may possess a cellular phone during the school day.

THIS POLICY WILL BE STRICTLY ENFORCED BY ALL SCHOOL PERSONNEL.

All confiscated phones must be turned in to the principal's office immediately, if possible, or as soon as practicable the day the phone is confiscated. – **FNCE(LOCAL)**

Campus administrators shall have the discretion to determine the appropriate use of cellular phones during the instructional day and for students participating in extracurricular activities while on school property or while attending school-sponsored or school-related activities on or off school property. However, all cellular phones must be turned off during instructional class time. The use of cellular phones or any device capable of capturing images is strictly prohibited in locker rooms or restroom areas while at school or at a school-related or school sponsored event.

The District is not liable for lost or stolen cell phones. All confiscated phones must be turned in to the principal's office immediately, if possible, or as soon as practicable the day the phone is confiscated. All staff members must place confiscated cell phones in a secure location. Once the cell phone has been confiscated, the following procedure will be used to return the device:

1. The first time a cell phone is confiscated, it can be picked up by the parent no earlier than the end of the instructional day.
2. The second time a cell phone is confiscated, it can be picked up by the parent no earlier than the following school day. An administrative fee of \$5 will be charged before the device can be returned.
3. The third time a cell phone is confiscated, it can be picked up by the parent no earlier than the following Monday. An administrative fee of \$10 will be charged before the device can be returned. Parents will be notified that the student's device has been confiscated for the third time.
4. If a cell phone is confiscated a fourth time, it will be kept for 30 days. An administrative fee of \$15 will be charged before the device can be returned.
5. If a cell phone is confiscated a fifth time, it will be kept until the end of the school year. An administrative fee of \$15 will be charged before the device can be returned. Any device not claimed by September 1, following the end of the school year, will be disposed of according to FNCE (LOCAL).

*Any student refusing to give the device to school personnel will be subject to Level I disciplinary consequences.



Other Cell Phone Issues:

CYBER BULLYING PROHIBITED: Cyber bullying includes, but is not limited to, the following misuses of technology: harassing, teasing, intimidating, threatening, or terrorizing another student or staff member by way of any technological tool, such as sending or posting inappropriate or derogatory email messages, instant messages, text messages, digital pictures or images, or website postings (including blogs) which has the effect of:

- Physically, emotionally or mentally harming an individual;
- Placing an individual in reasonable fear of physical, emotional or mental harm;
- Placing an individual in reasonable fear of damage to or loss of personal property; or
- Creating an intimidating or hostile environment that substantially interferes with an individual's educational opportunities. All forms of bullying are unacceptable and, to the extent that such actions are disruptive to the educational process of the school district. Offenders shall be subject to appropriate staff intervention, which may result in administrative discipline.

Royce West Leadership Academy

Visitation/Observation Policy 2026-2027

Dear Parent and Guardians:

The goal of the visitation policy is to maintain a safe and orderly school environment. Parents are encouraged to come to their child's school during normal operating hours. All visitors are required to present a Texas ID, sign in at the main office, and obtain a visitor's badge to ensure the safety and security of students and staff.

Parents may visit the classroom at the teacher's invitation, request a conference with a teacher, or request to make a formal observation of a classroom. **Parent conferences can be scheduled 24 hours in advance with team teachers by calling (972) 925-1600.** Making an appointment with the school at least one (1) day in advance of an observation and/or conference is a courtesy and requirement that enables you to schedule the observation and/or conference for the maximum benefit.

Teachers cannot and will not stop teaching to confer with parents who stop by without an appointment. Please remember an appointment is required to visit a classroom or conference with a teacher. Staff will accompany visitors to the classroom. Siblings and other children should not attend observations. Teachers will be happy to discuss the observation at a mutually convenient time. Parents are welcome to visit the cafeteria and eat lunch with their child. Upon completion of the visit, all visitors must sign out when leaving the building.

Principals retain the authority to deny access to the school for any individual when there is reasonable cause to believe that the person may be in possession of anything that violates the law, Dallas Independent School District policy, and/or our student code of conduct. The principal can also deny access to anyone who has disrupted or disturbed the learning environment in the past, who is disrupting or disturbing the learning environment, or who lacks a valid or legal purpose for entering the school. Additionally, all parents are expected to dress in proper attire and to abstain from inappropriate language (profanity) or behaviors that disrupt the learning environment. We reserve the right to ask any parent to leave the campus who is not in compliance with campus policies and procedures. Campus Police will be notified when campus safety and security is threatened in any way. Our shared commitment and cooperation is essential for the safety of our students and staff.

To schedule an appointment to conference with any staff, faculty or administration member, please contact our front office or email the staff member directly so that an appointment can be scheduled.

Respectfully,
Monnique Banks, Principal

Royce West Leadership Academy
6605 Sebring
Dallas, TX 75241
Monnique Banks, Principal

**ACKNOWLEDGEMENT OF RECEIPT OF
BUS RIDERS' CODE OF CONDUCT**

I, _____,

PLEASE PRINT - First Name

Middle

Last Name

I have read and understand the Riders' Code of Conduct. I understand that riding the school bus is a privilege that may be revoked. I understand that the Riders' Code of Conduct rules are necessary for my safety while riding the school bus. I understand that I may not get off at any bus stop other than my own unless I have written authorization from my campus principal. I understand that any infractions of the Riders' Code of Conduct that I may commit will be reported to my school principal and documented in my student file. I accept the consequences of any infraction of the Riders' Code of Conduct and agree to be kept accountable to their governance.

Student's Signature_____

Date_____

Parent's Signature_____

Date_____

Royce West Leadership Academy
6605 Sebring Drive
Dallas, Texas 75241
Monnique Banks, **Principal**

HANDBOOK ACKNOWLEDGEMENT

Parents should inform the school of changes in residence, custody, home, work and emergency telephone numbers.

My signature below indicates that I have received and read the student handbook and have read it in its entirety.

Student's Name (Print) _____

Student's Signature _____

Date _____ Grade _____

1st Period Teacher _____

Parent's Signature _____

Address _____

Cell _____ Home _____ Other _____

Please sign and return this form to your 1st period teacher

This Handbook Is Subject to Revisions