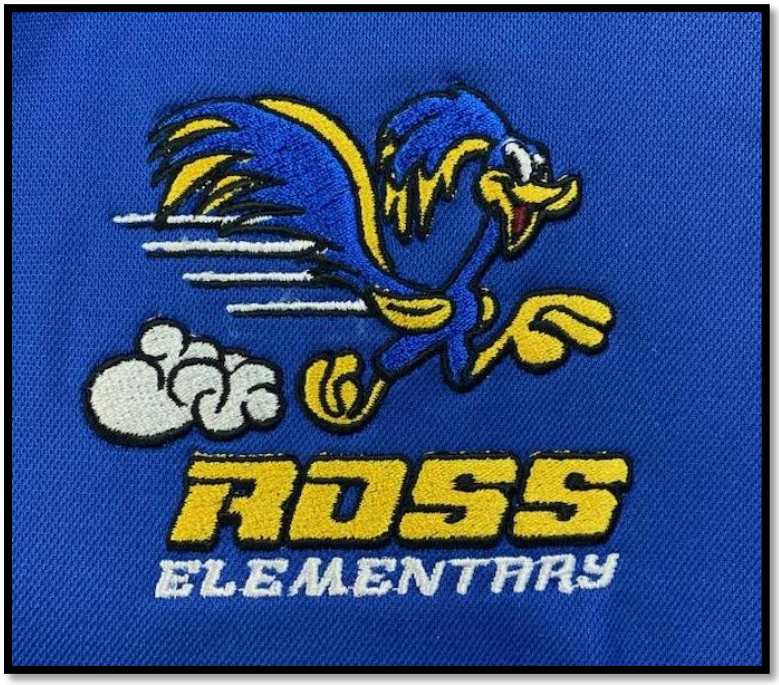
Ross Elementary

2026-2027

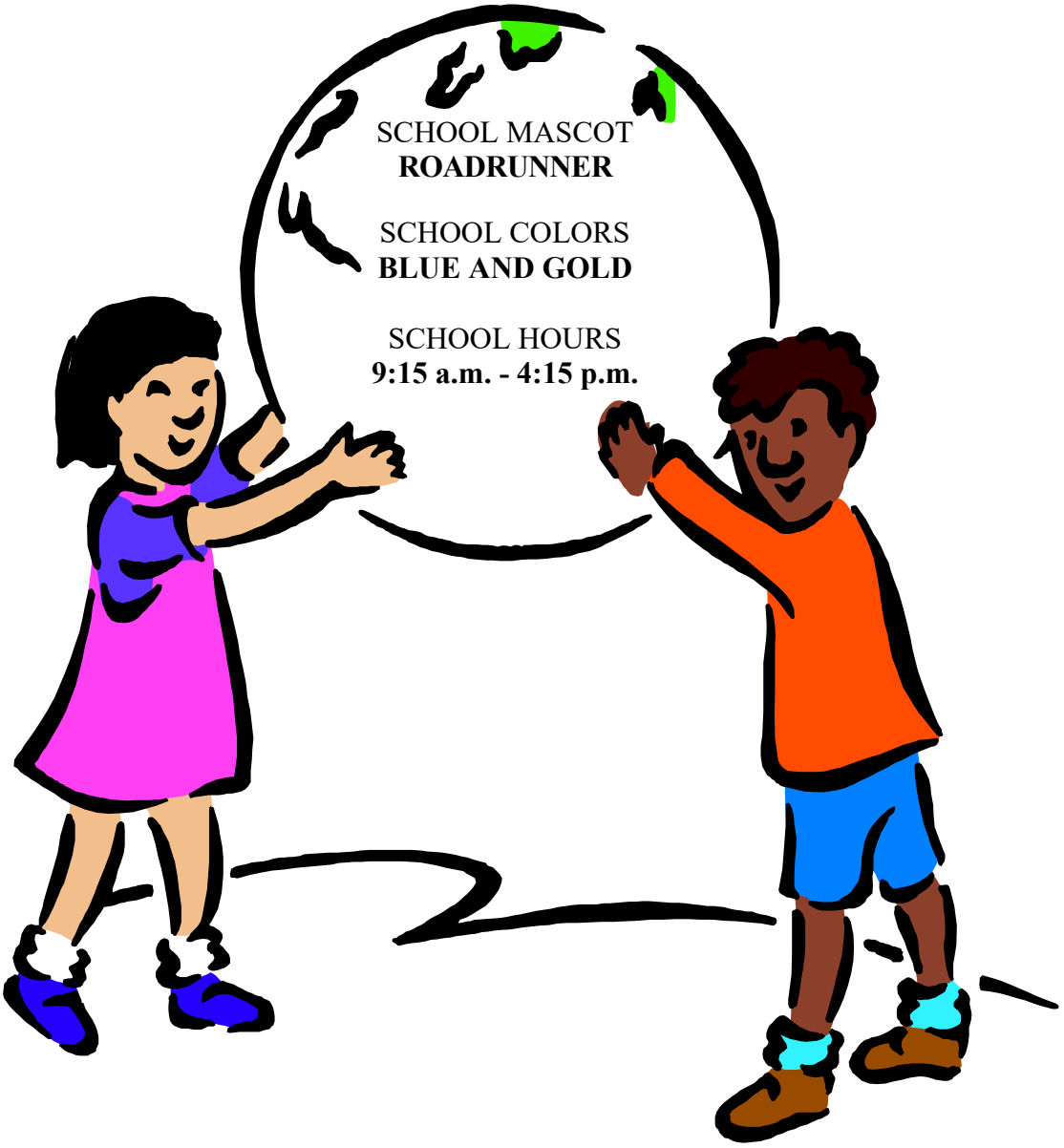
PARENT/STUDENT HANDBOOK



Dr. Stephanie Waller, Principal
Ms. Carla Ross, Assistant Principal
Mrs. Monice Montague- Williams, Professional Learning Coach
Mrs. Tarsha Hudson, Professional Learning Coach
Mrs. Shirley Lowery, Professional Counselor
Ms. Terrica Hamlett, Professional Counselor
Ms. LaShaundra Cox, Dean of Students

ROSS ELEMENTARY

4890 Ross Road
Memphis, Tennessee 38141
Phone: 901-416-1990
Fax: 901-416-1964



ROSS ELEMENTARY

Dear Ross Parents:

The faculty and staff at Ross Elementary School are very pleased that you have entrusted your children in our care. We strive to build a family atmosphere where children feel safe and respected as they learn. We believe in empower student learning as we prepare the scholars for college and career readiness. Under the guidance of a dedicated staff of professionals, students strive for excellence. The faculty and staff at Ross Elementary School are dedicated to the task of training citizens and preparing them to meet the challenges of their time. It takes a focused team effort to provide children with quality instruction that they deserve and provide opportunities for them to be successful. Parents, you are a vital part of our team. We need your support in making sure that your children are at school on time each day. Please discuss with them the importance of exceptional conduct and good work habits. Finally, help us reinforce our Response to Intervention – Behavior guidelines with your scholars daily.

We believe in supporting the students holistically each day academically and social-emotionally. Parental involvement with high expectations demonstration to the scholars the importance of creating family, school, and home connections. These partnerships encourage the students to understand how everyone is committed to their success. We encourage you to have great communication with your children's teachers. We must work together to support our scholars in being successful. Your support and involvement will benefit your child's growth both developmentally and academically. We are ready to assist you in accessing and understanding of the curriculum and requirements which have been established by Memphis Shelby County Schools, the Tennessee State Department of Education State Standards, and Ross Elementary School learning expectations.

This handbook offers valuable information about Ross Elementary School. Please read it carefully with your children and retain it for future reference. Students and parents are responsible for being knowledgeable of the contents, requirements, and expectations outlined in this handbook. Any information not covered in this handbook will be included in the **2026 – 2027 Memphis Shelby County Schools – Student Parent Handbook** and our monthly calendars, flyers, and newsletters that is sent home to parents. Please refer to the handbook, the school's website, the weekly grade level newsletters, the monthly calendars, and Class Dojo with upcoming dates, events, and other information.

I am confident that we will have a great year. We are excited to have the opportunity to work with your scholars this year at Ross Elementary School. If I can be of help to you in any way, please do not hesitate to call me at 416-1990.

Sincerely,

Stephanie Waller
Dr. Stephanie Waller
Principal

ROSS ELEMENTARY

Student's Name: _____ Grade: _____

Homeroom Teacher: _____

Please initial each statement, sign below and return this page to school.

_____ I understand the benefits, and responsibilities outlined in the Ross Elementary School Parent/Student Handbook.

_____ I understand that I am responsible for the textbooks issued to my child.

_____ I understand my child may be photographed for promoting Ross Elementary School through academics and arts.

_____ I have read and understand all Title I Documents (Family Engagement Plan, School Compact, Parents' Right to Know, Did You Know, etc.) in this handbook.

_____ I understand that my child will have to go through random metal detection points and searches.

_____ I acknowledge that Ross Elementary School has adopted the Fight-Free Philosophy and if my child is involve in a fight, he or she will be disciplined according to MSCS Board Policy.

_____ I understand that my child, _____, will be held accountable for the behavior and consequences outlined in the Parent/Student Handbook and MSCS Code of Conduct at school and at all school-sponsored or related activities regardless of time or location.

Student's Name: _____ Grade Level: _____ Date: _____

Parent's Signature: _____ Date: _____

Shared Vision

Our vision for Ross Elementary School is for all children to become high achieving, well-rounded citizens who appreciate and respect themselves and others. Our children will be prepared to emerge as lifelong learners and productive contributors to a diverse society.



Mission Statement

The mission of Ross Elementary School is to provide a secure atmosphere that empowers each student to develop the academic and social skills necessary to become responsible, productive citizens.

Beliefs

We believe all students can learn in a safe environment.

We believe children learn best when high expectations for student success are supported by a balanced curriculum and demonstrated through differentiated instruction.

We believe learning is best accomplished in an environment characterized by strong instructional leadership and a positive climate conducive to teaching and learning.

We believe all stakeholders share responsibility for the education of all learners.

We believe that providing positive relationships that foster mutual respect among and between staff and students can nourish students' self-esteem.

We believe collaboration and communication are vital to educational partnerships among parents, students, educators, and all stakeholders.

Core Values

Our Core Values and School-wide expectations are to Be Responsible, Be Respectful, and to Be Ready to Learn.

The Ross Roar

We Are Respectful, Outstanding, Self-disciplined and Scholarly Roadrunners accelerating to greatness academically, socially, and culturally each day.

Just Imagine……

Just imagine a school that treats all children as gifted and talented students and builds on their talents through enrichment strategies, independent research, scientific experiments, writing, music, art, and problem solving.

Just imagine a school in which opportunities and support are provided to help all parents participate in their children's education, both at school and in the home.

Just imagine a school in which all stakeholders develop a vision of the kind of school that they would want for their own children, work toward that dream, and then achieve it.

Just imagine a school in which the entire school community, including staff, parents, and students, collaboratively make major decisions about instructional strategies and school programs.

Just imagine a school with a rigorous, high-level, blended learning curriculum in which the students are engaged each day.

Just imagine a school where ideas count, and where students, staff and parents work together in an exciting environment with student success as the main focus.

Let your imagination go as far as it will, and you have discovered Ross Elementary School.



SCHOOL INFORMATION

Child's Teacher	_____
Teacher's Planning Period	_____
Child's Lunch Period	Begins _____ Ends _____
Child's LAMPs Period	Begins _____ Ends _____
School's Telephone Number	901-416-1990
School's Fax Number	901-416-1964
School's Website	http://www.scsk12.org/schools/ross.es/site/index.shtml
Principal	Mrs. Stephanie Waller
Assistant Principal	Ms. Carla Ross
Dean of Students	Ms. LaShaundra Cox
Professional Learning Coaches	Mrs. Montague-Williams and Mrs. Tarsha Hudson
Professional School Counselors	Mrs. Shirley Lowery and Ms. Terrica Hamlett
Financial Secretary	Ms. Roby-Tate
General Office Secretaries	Ms. Tamera Rayford and Mrs. Kimberly Johnson
Nutrition Services Manager	Mrs. Gerturde Liggins
Plant Manager	Mr. Greg Shelly
School Colors	Navy Blue and Gold
School Mascot	Roadrunner
Grade Levels	Pre-Kindergarten through Fifth

ADOPTERS

We strive to have a productive and positive relationship with our adopters through interactions that enhance community support as well as contribute human resources to our student body. We appreciate **Orchard Church** for all that they do to support the students, parents, staff, and community of Ross Elementary School. We are honored to have a host of other community partners to support our school. They are as follows: Ross Road Church of Christ, the Boys and Girls Club, New Growth in Christ Church, Brothers United Project, and many more.

"Learners Today, Leaders Tomorrow"

We are dedicated to making learning fun as well as meaningful through authentic experiences. We must make school a place where students want to escape to, rather than from.

This year we will continue to utilize the Memphis Shelby County School's Curriculum Guides as our framework for developing a coherent, systemic school improvement initiative. At Ross Elementary, we will also be implementing the "Fight-Free Schools" and positive behavior philosophies as well as other positive initiatives that will encourage good behavior.

We want to assure you that we will do our best to help your child(ren) experience academic, social, and emotional growth. We are pleased that you have entrusted your child(ren) in our care here at Ross Elementary. We are ready and willing to assist you in any way possible to have a complete understanding of the curriculum and requirements as established by the Memphis Shelby County Schools District. Therefore, we encourage you to be an actively involved partner in your child's education. With your cooperation, this should be an excellent school year.

Expectations for Students

These are some of our general expectations. More details are outlined in the handbook.

1. Students will attend school daily and always be on time.
2. Students will bring school supplies to class each day.
3. Students will refrain from bringing electronic devices (PSPs, IPods, etc.), large sums of money or other personal items which could cause disruption in the classroom. ***All cell phones will need to turned off and checked in with the student's teacher at the beginning of homeroom. They will be distributed back to the student at the end of the day by their homeroom teachers.***
4. Students will always maintain proper conduct.
5. Students will not leave school at any time without permission from the office.
6. Students will show school pride by obeying school rules and respecting the rights and property of others.
7. Students will be fully informed of school-wide expectations and consequences by their teachers.
8. ***Students/parents will be responsible for restitution*** if they damage or destroy school property.
9. Students will refrain from aggressive behavior on the bus and on school property. **Fighting is not acceptable. Students who participate in fighting will receive progressive disciplinary consequences.**

10. ***Students participating in extracurricular activities will need to be picked up immediately following the activity and have a district approved physical before tryouts.***
11. Students are not allowed to bring candy, chips, or other junk food unless these items are part of a regular sack lunch. All food must be eaten or discarded before leaving the cafeteria. Students should never bring gum or sunflower seeds to school. Students will not share food in the cafeteria.

School Hours



School hours are 9:15 a.m. - 4:15 p.m. Teachers are expected to be at school by 9:00 a.m. **Please DO NOT drop students off at the school before 9:00am. Students are expected in their CLASSROOMS BY 9:15 OR THEY WILL BE MARKED TARDY.** Students arriving after 9:15 a.m. must report to the main office **with a parent or guardian**. Parents must escort tardy students in the building and sign them in beginning at 9:15 a.m. Students **cannot** be dropped off after this time.

Arrangements for afternoon pick-up must be made **BEFORE** the student comes to school. Custodial parents must make all transportation changes through a written notification. We will not accept any changes over the phone. Dismissal will begin at 4:00 p.m. for car riders, 4:10 p.m. for bus riders, and outside daycare riders. All students should leave the campus at dismissal time ***or no later than 4:15 p.m.***

Students arriving on campus before school start time must remain outside the building until an administrator or assigned staff opens the doors for student entrance at 9:00 a.m. **Please do not drop your child(ren) off prior to school opening time!** If your work schedule does not allow you to follow this schedule or your child does not ride a bus, Ross Elementary has before and after with our partners the YMCA. ***Students who are picked up late more than 3 times will be issued a mandatory parent conference.*** For each additional late pick up there will be further consequences.

YMCA OF MEMPHIS & THE MID-SOUTH

Many of our families need activities before and after the regular school day. In response to that need, Ross Elementary School has partnered with YMCA of Memphis for these resources. The program will operate within our school from 6:30 am to 9:00 am for before school and 3:15 pm (for PreK Students)/ 4:15 pm (for KK – 5th Grade). We have planned a meaningful schedule for our students that provide several daily activities which are instructionally appropriate as well as fun. This service is offered on a **FIRST COME FIRST SERVED** basis!

Parents will bring their children into the cafeteria and sign them in on the computer for before-care. The afternoon session will begin in the cafeteria with a snack. The students will later go to assigned classrooms for the afternoon activities. Classes will go on a staggered schedule to the courtyard for physical education activities. Other activities include supervised homework time, arts and crafts, the viewing of videos from the school's library and individual and group reading time. Visits to the library will also be included. Computers will be used for a variety of educational activities.

Parents will be required to come into the cafeteria to sign out their children in the afternoon. YMCA staff will call the child to the cafeteria to be picked up. All exterior doors except the front door will be locked. The school's telephone number (416-1990) will be used for communication purposes. Only the

parent or someone designated by the parent with their I.D will be allowed to sign the child out. The designated person must present a valid I.D.

Crosswalks/Parking and Traffic



Students are expected to cross streets only at designated crossings. When walking on campus, please set the proper example of safety for your children by only using designated crossings. ***DO NOT ALLOW STUDENTS TO CROSS THE STREETS IN UNSUPERVISED AREAS***. It is extremely hazardous for students to cross at any point except the designated school crossing areas.

Car riders' arrival and departure will **only** be in the "west lot." Please cooperate with us on ensuring the success of this transportation plan. We understand that sometimes many of you are in a hurry and want to avoid the line that the front lot presents. However, it is the safest and most reliable means for loading and unloading our students. **There is no adult supervision at Ross Road Church of Christ, please walk with your child when on the church parking lot**. **This poses a safety issue for your children if they are unsupervised.** ***This will not be an approved school option this school year.***

Parents of car riders should drive to the west parking lot and remain in your car. If you arrive early to pick up your child, please wait in your car. We cannot allow parents to wait in the building or outside your child's room. In the event of an emergency, it is vital that parents remain in their cars so the cars can be moved if the situation requires. Parents should also remain in their cars when it is raining. This will help with the overall dismissal process. ***No cars should drive down the driveway during the morning hours of 8:30am to 9:30am and evening hours of 3:45pm to 4:30pm.***

Please observe the following when picking up and dropping off your children:
West (Front) Lot - Car Rider Lot - The entrance is for student drop-off and pick-up. Pull to the student standing lanes as far forward as possible before allowing your child to get in or out of your car. ***Please make sure that your Car Rider Tag is visible in the passenger window as the car approaches the Car Rider Loading Area.***

Front Circle Entrance (Bus Rider Lot) – No Parent Vehicles Allowed
This entrance is for buses and daycare vans only. Please do not park in this circle driveway.

School Uniforms and Dress Code

Your child represents your family and Ross Elementary School. We realize that you work hard to teach your child to have pride and respect for him/herself. We want to extend that concept at Ross. We believe neat, appropriate dress influences student behavior. Clothing which is in good taste and in compliance with the uniform policy is acceptable, although it will be the administrators' prerogative to make final judgment.

DRESS CODE

Ross Elementary School has adopted the following uniform guidelines. Please make sure your child adheres to uniform guidelines below to avoid disciplinary action.

1. Students are expected to come to school neat and clean (bodies, clothes and hair).

2. The basic standardized dress/uniform color shall be khaki, navy blue or black pants, uniform knee-length shorts, skirt or jumper and a plain white long sleeve or short sleeve shirt with a collar (polo style). Students may also wear gold not yellow, or navy blue shirts with collars. All shirts must have a collar and be worn tucked inside.

3. Only should be worn underneath the uniform shirt. There should be no color around the neck or sleeve. Vulgar or suggestive writing is not allowed. Alcohol or tobacco advertising will not be permitted. Halter tops, tank tops, tops with string ties, holes/cuts/tie-knots, exposed stomachs, plunging necklines and "see-through" tops are not acceptable. Net shirts are too casual for school. Sleeveless tops are not acceptable. Students must wear undershirts tucked on the inside.

4. Pants must be straight-legged or boot cut. Full-length pants, cropped pants, cargo pants, and straight-legged Capri pants are permitted. Denim jeans are not permitted. Slacks are acceptable. This applies to both girls and boys. Students may wear walking shorts or Bermuda shorts during hot weather as long as they are the appropriate length. Short shorts or "hot pants" are not permitted. Use the fingertip rule. **Stretch pants, leggings, "biking" shorts, "low rider" shorts or pants, or tight knit slacks and pants are not appropriate.** Pants or shorts must cover underwear**. Denim, tight fitting, baggy, sagging jeans and slacks are not acceptable.** Pants must fit at the waist and not be oversized or undersized (e.g. baggy pants, sagging pants, tights, and pants made of spandex are not acceptable). Belts must be fitted and put through belt loops.

5. Girls and boys may wear black, brown, or blue belts only. Belts must be buckled at all times. Belts with large belt buckles are not acceptable.

6. A general guide for the length of skirt, jumpers or shorts is that they are as long as the extended hand hanging at a student's side. We refer to this as the fingertip rule. Extremely long dresses or miniskirts are not appropriate for school. Clothing must be suitable to allow participation in physical education activities. **Leggings are not uniform attire. They cannot be used as a substitute for pants. If leggings are to be worn underneath skirts or dresses, they must be solid black, brown, or blue with no writing, graphics, or design.**

7. Comfortable shoes should be worn at all times with buckles or strings properly fastened. **"Fad" shoes, high heels, and Crocs** are not acceptable as they often cause safety problems. Shoes may not have heels higher than one and one–half (1.5) inches. Shoes with rollers/wheels are prohibited. Athletic shoes, sandals with straps on the heel, and boots are permitted. No "flip-flops" or house shoes are allowed, because of safety concerns. Tennis shoes are required for physical education. All sandals must have straps. ***Crocs may be worn on special days only. Prior notice will be sent home to parents regarding appropriate attire for the occasion.***

8. Light jackets, vests, sweaters, and cardigans are permitted as items that may be worn over the uniform top. They must be plain white, khaki, navy blue, or black. Heavy coats, heavy jackets, and raincoats are not covered by these regulations and are not to be worn during the school day. Light jackets worn inside the building must be logo free, no writing (navy blue, white, or gold).

9. No denim material may be worn as standardized dress/uniform clothing.

10. **No pull-over/hoodies will be worn. No exceptions.**

11. Students in grades 2-5 are allowed to carry SMALL purses/handbags during the school day if necessary. Large purses/handbags must be placed in the student's locker, backpack, or desk until dismissal.

12. Hair should be cut and combed neatly. No rollers, clips, hairnets, scarves, head wraps, or shower caps are permitted. Hats are for outside wear and are to be removed when entering the building, unless there is a medical reason. Headbands with attachments, such as bunny ears, antlers, Minnie Mouse ears, flashing lights, etc. are not allowed. Students are not allowed to have the LED lights on their shoes on at any time during the school days. Hairstyles, jewelry, or accessories that may cause any distraction to the learning environment are not permitted.

13. If a student comes to school wearing inappropriate clothing, the parent may be called to bring appropriate attire, while the child waits in the school office until the change of clothing arrives.

The school administration reserves the right to determine whether a student's attire and appearance are within the limits of decency, modesty, and safety. In matters of opinion, the judgment of the principal/designee shall prevail. The principal may allow exceptions for school-wide programs or special classroom activities. The school administration will administer appropriate consequences for policy infractions.

Dress Code Violations Consequences

1st violation	Warning Letter via school/home communication
2nd violation	Phone Call or Dojo Communication to parent
3rd violation	Mandatory Parent Conference
4th violation	ISS
5th violation	Home Suspension

Attendance

We know you care, so get them here!

Attendance is important. We will recognize students and classes having good attendance with special events, certificates, and other incentives. Start **NOW** with perfect attendance. Each year we have disappointed children who do not receive certificates for perfect attendance because of tardiness. **Tardiness and early checkouts (excused or unexcused) count against perfect attendance.** Children on late buses will not be marked tardy. Children who ***miss*** their bus and get to school late *will* be marked tardy. A tardy is excused **ONLY** if the child is coming from the doctor's office or has been ill. A ten- or fifteen-minute illness is extremely rare. The number of tardies and absences are recorded on the child's permanent school record.

Children should be ***in their rooms when the tardy bell rings at 9:15 a.m.!*** Some students are tardy on a regular basis. Not only is that a violation of the school district's attendance policy, but students miss valuable instructional time when they are late as teaching and learning begin when the 9:15 a.m. bell rings. **It is imperative that the parents of transfer and out of school zone students to be aware that repeat tardiness to school will jeopardize their child's transfer. The parent will have mandatory parent conferences with the school to verify address as a component of the meeting requirements.**

Transfers will be revoked for students who do not arrive <u>on a timely basis.</u> ***If a child is tardy five times, a parent must sign a Tardy Notice. If a child is tardy five more times, this information will be reported to the Truancy Center.***

Students arriving after 9:15 a.m. should report to the office to get a tardy slip for admittance to class. A parent or legal guardian must accompany any student coming to school at or after 9:15 a.m. No notes or phone calls will be accepted. The parent or legal guardian must sign the student in through the Raptor System. No students will be checked out after 2:00 p.m. due to end of day dismissal procedures and for safety reasons. There are no exceptions.

Attendance incentives will be implemented every 20 days for those students with **NO** absences, tardies, or early checkouts. Notices will be sent home in a timely manner with a description of incentives and dates. Attendance incentives will not be modified or adjusted for any student for any reason. **Homeroom teachers' records will be the official document for rewarding students.**

Absences

Each day a child is absent, a note MUST be brought to the teacher giving the reason for the absence. State law recognizes **ONLY** the following reasons as excused absences – personal illness or injury, validated court appearance of pupil, recognized religious holiday, death or serious illness in the student's immediate family, and a parent/guardian being deployed for or returning from military duty. Baby-sitting and family vacations are not excused. If absences become excessive (more than ten), a doctor's statement will be required to document absences due to illness. Being away at an approved school activity is not considered an absence. All excused absences must be documented within 2 days of the student's return to school or the absence will remain unexcused. **Students that are habitually absent and/or tardy will be referred to Juvenile Court or the District Attorney General. Students who miss 10 days are considered chronically absent.** These students will not be allowed to participate in attendance incentives or other celebrations. Students in kindergarten must be present at least 120 minutes or 2 hours to be counted present. Students in grades 1-5 must be present at least 195 minutes or 3 hours and 16 minutes to be counted present.

ROSS ELEMENTARY • MSCS ATTENDANCE PACT

SHOW UP FOR GREATNESS!

Every Day. Every Student. Every Opportunity.

Ross Elementary families — welcome to a **GREAT** school year! Showing up every day, on time, is the **#1 way** to help your child succeed. Let's make it happen together!

Families

Get your child to school every day, on time by 9:15am. Send absence notes within 2 days and you can also submit notes on your PowerSchool

Students

Show up ready to learn every day and take care of yourself so you feel your best!

Be Respectful

Ross Elementary

We celebrate attendance every month and connect families to support when needed.

Parent Portal. Reach out to the main office if you need help!

Be Responsible
Be Ready

Attendance Rewards

GOLD	SILVER	BRONZE	SUPPORT
0-5 days	6-9 days	10-16 days	16+ days
VIP Pass + Prizes!	Certificate + Event Pass	Certificate + Recognition	We will see what support is needed.

Chronic Absenteeism

★ **Chronic Absent** = being absent for any reason- **excused or unexcused.**

★ **Being Chronically Absent means missing 10% or more of the school year-9 days in the 1st semester and 9 days in the 2nd semester**

★ Students who are **chronically absent** are **subject to not being able to participate in school activities** such as field trips, Fun Fridays, Roadrunner store and Show Up For Greatness Incentives.

⚠ MSCS Support Steps for Truancy

★ **3 absences** → Family gets a notice

★ **5 absences** → SART Letter sent home/support meeting held- Students are truant at 5 unexcused absences. (TN law)

★ **10 absences** → District review meeting

★ We reach out early to help!

Questions or need support? Contact your child's teacher or our main office today!

Main Office: 901-416-1990
Ross Elementary
4890 Ross Rd Memphis, TN
Dr. Waller, Principal

Grading

Pre-Kindergarten and Kindergarten:
The pre-kindergarten and kindergarten report cards show progress toward the state standards. The grade level standards are set by the state and indicate what a student should know and be able to do. Students are evaluated based on their progress toward meeting benchmarks for each standard. This is indicated by symbols expressing mastery or non-mastery for each skill. Additionally, the letter grades "E", "S", "N", or "U" will be used to express basic grading for art, music, and physical education (P.E.).

Grades 1-5:
Conduct Grades

Students' conduct is graded as "E", "G", "S", "N", or "U" and is to be reported at each grading period on the report card. Self-contained classes receive one homeroom conduct grade. Departmentalized classes each give a conduct grade. Conduct grades are based on behavior and shall not be deducted from scholastic grades. Similarly, academic performance may not form the basis for conduct grades.

Academic Grades

The basic grading system for knowledge of subject area is expressed by the letters "A", "B", "C", "D", and "F" according to the numerical values listed under the Grading Scale below except for first grade science, social studies classes, prek-5 art, music, and P.E. which will be expressed by the letter grades "E", "S", "N", or "U".

Grading Scale

A	90-100
B	80-89
C	70-79
D	60-79
F	Below 59

Make-up Work / Grade Recovery

Students should make every effort and be afforded the opportunity to makeup work missed due to excused absences. In the event of an excused absence, students are expected to make up work missed within a reasonable time (e.g., one day for each day of excused absence). Students and/or their parents should work with the teacher for assistance in making up work by obtaining make-up work/assignments.

Changing Classes/Restroom Breaks

Students will change classes and/or go to the restroom as a group accompanied by their teacher. Students will change classes in a single file line always staying to the right side of the hallway. They are expected to do this in a non-disruptive manner. Running, scuffling, horse-playing, and loud talking will not be tolerated. **Hallways are Zero Zones.**

Hall Passes

Students are **NOT** permitted in the hall unless they are accompanied by a teacher or have a hall pass in their possession. Hall passes should only be issued if a student is called to the main office or to the school counselor's office.

Desks/Cubbies

Desks/cubbies should be kept neat and cleaned out on a weekly basis. Report all problems to your homeroom teacher. Ross Elementary is not responsible for any items stolen from school desks/cubbies.

Remember that desk/cubbies are school property, and you are responsible for any vandalism or damage to them—including graffiti.

- All coats, hats, book bags, and large purses/handbags are to remain in students' desks/cubbies during the school day. Clothes should not be left in the desks/cubbies overnight.
- No food or drinks should be left in lockers, desks, or cubbies overnight.
- Desks, cubbies, and lockers are subject to search by school personnel at any time. You are responsible for all items found in your locker, desk, or cubby.

Electronic Devices



Some things are best left at home. They may be a source of disruption to instruction, may cause a disturbance among students, or need extra security because of the value of the item. IPods, MP3 Players, radios, game cards, CD players, electronic games, and cameras all belong at home. School staff will confiscate any of these items if they are brought to school. Items will be kept in a secure location in the main office. MSCS Board policy will be followed for disciplinary actions. **Any items confiscated will only be returned to a parent or legal guardian who has scheduled an appointment to retrieve the items.**

All Ross Elementary students must follow the policies, rules, and procedures of Memphis Shelby County Schools as they relate to cell phones and all other electronic devices.

ROSS ELEMENTARY ROADRUNNERS • A GUIDE FOR FAMILIES

Student Group Chats: A Parent's Guide

Group chats are where much of our scholars' social life now happens — and where problems can grow out of sight. This guide covers where chats happen, what to watch for, and how to stay involved.

WHY WE'RE REACHING OUT

Many students — even in elementary school — are part of group chats through texting, gaming platforms, and social apps. A single chat can include dozens of children, move fast, and run late into the night. Unkind messages, exclusion, rumors, and inappropriate content often appear in group chats long before any adult knows.

This is not a message of alarm. It's an invitation to partner with us: scholars are safest when a trusted adult sees what they see online. Families who check in regularly catch small problems before they become big ones.

WHERE GROUP CHATS HAPPEN

Group chats aren't limited to phones with a texting plan. Any device with Wi-Fi — a tablet, a gaming console, a school laptop, an old phone — can host them. Common places:

Texting & messaging
iMessage, Google Messages, WhatsApp, Messenger Kids

Social apps
Snapchat, Instagram, TikTok DMs — all rated 13+, yet common among younger kids

Gaming platforms
Roblox, Minecraft, Fortnite, and console party chats

Community servers
Discord and similar apps, where chats can include strangers

CYBERBULLYING AND EXCLUSION

In group chats, hurtful behavior takes forms that are easy for adults to miss:

- **Exclusion** — a chat created specifically to leave one child out, or removing a child so others can talk about them.

- **Pile-ons** — one unkind comment that others quickly join, so a child faces many voices at once.
- **Screenshots and forwarding** — private messages or photos shared to embarrass someone.
- **Rumors and polls** — "who do you hate" style votes and gossip threads.

Because it happens after school hours and off school grounds, families are usually the first line of defense. What starts online walks into our hallways the next morning.

WARNING SIGNS TO WATCH FOR

- Hiding the screen or quickly closing apps when you walk by
- Upset, anxious, or withdrawn after being on a device
- Messages arriving late at night or constant notification buzzing
- New contacts, apps, or group names you don't recognize
- Sudden changes in friendships, appetite, or sleep
- Not wanting to come to school or avoiding certain classmates

HOW TO MONITOR AT HOME

1. Know the passcode. You should be able to open your child's device at any time. A device is a privilege that comes with parent access.

2. Review chats together weekly. Sit side by side and read recent group conversations. Ask who's in each group and how they know them.

3. Charge devices outside bedrooms overnight. Most problems happen after bedtime. A kitchen charging spot ends late-night chats.

4. Use parental controls. Apple Screen Time and Google Family Link can limit apps, set downtime, and require approval for new downloads — free and built in.

5. Know every group your child is in. Practice leaving: show your child how to exit a chat that turns unkind, and praise them when they do.

> **6. Talk, don't just check.** Try "What's the funniest thing in your group chat this week?" Regular, casual conversations make it easier for kids to bring problems to you.

Checking a child's messages isn't spying — it's parenting. Tell your child up front that you'll be looking; openness builds trust and sets the expectation that nothing online is truly private.

IF SOMETHING HAPPENS

1. Save it

Take screenshots before anything is deleted. Note the date, app, and who was in the chat.

2. Stay calm

Don't reply in anger or contact other families directly. Reassure your child they did the right thing by telling you.

3. Report it

Contact your child's teacher or the front office — even if it happened outside school. We want to know when it affects our scholars.

If a message involves threats of harm or an adult contacting your child inappropriately, contact local law enforcement as well as the school.

HOW THE SCHOOL RESPONDS

When online behavior disrupts learning or targets a Ross scholar, we act under our student code of conduct — even when the messages were sent outside school hours. Depending on the situation, our response may include:

- Meeting with the students involved and contacting their families
- Counseling support for any scholar who was targeted
- Disciplinary consequences consistent with district policy on bullying and harassment
- Referral to law enforcement when messages involve threats or illegal content

Every report is taken seriously and handled with discretion. Reporting a concern will never get your child in trouble for speaking up.

Empowering Scholars for Success – The ROSS Way! Front Office • (555) 010-ROSS

Discipline

Good discipline within a school is necessary to ensure a proper learning environment. It is the responsibility of parents, the MSCS Board of Education, the administrative staff, and school personnel to take the measures necessary to provide the proper atmosphere for effective instruction and student learning. Developing citizenship is one of the major functions of education. Principals, teachers, and teachers' assistants are charged with the responsibility of following board policies and/or procedures to provide an atmosphere conducive to learning.

One of the most important lessons that education teaches is discipline. While discipline does not appear as a subject, it underlies the whole educational structure. Discipline is the training that develops self-control, character, order, and efficiency. It is the key to good conduct and proper consideration for other people. Therefore, it is the responsibility of each student to operate as a responsible citizen. Memphis Shelby County Schools establishes the policies governing student conduct. The administration and faculty of Ross Elementary School uphold these policies.

The following types of behavior will result in consequences that range from conferences, ISS, home suspension, or even expulsion, dependent upon the severity and/or continuation of MSCS Code of Conduct violations.

1. Fighting, disruption, or interference with curricular or extracurricular activities
2. Damage or destruction of school or personal property
3. Assault on school employees, students, or other persons
4. **Possession/handling of weapons (real or look alike)**
5. Possession or use of narcotics, alcoholic beverages and other dangerous drugs
6. Stealing of school or private property
7. Violation of Attendance Rules and Regulations
8. Being insubordinate or showing disrespect toward a school employee, student, or guest of the school
9. Inappropriate display of affection while on school premises, while in the care and control of the school, or in the course of a school related activity
10. Engaging in any act, which intimidates, threatens, degrades or disgraces a fellow student, visitor, administrator, or member of the school staff by gestures written or verbal means
11. Using any form of profanity, written or verbal
12. Skipping or cutting class, this is defined as not being in the assigned place at the appropriate time
13. **Possession of weapons (real or look alike) and alcohol or other drugs is strictly prohibited.** Possession of such prohibited items or substances on a school campus or at any school-sponsored activity shall result in an immediate suspension and police involvement. (Note TCA 39-17-1309; TCA 49-6-4201; the School Security Act of 1981; TCA XVII, the Gun-Free School Zone Act of the Federal Crime Control Act of 1990).
14. **Mass Shooting Threats by students.** These threats can result in a 180 day suspension.
15. **Gang Prevention, Intervention, and Enforcement (Policy 6030)**
    The policy prohibits the activities of criminal gangs on school property and at school sponsored events. In order to discourage and prohibit students from participating in gang activities the MSCS Board prohibits students from:

- Wearing, while on school property or at school-sponsored/sanctioned activities, any type of clothing, apparel or accessory that denotes the students' membership in or affiliation with any criminal gang;
- Any activity that encourages participation in a criminal gang or facilitates illegal acts of a criminal gang; and
- Any gang-related conduct that is seriously disruptive to the educational process or endangers persons or property.

Gang-related activities are prohibited at schools, school activities, and school sponsored events and shall be subject to disciplinary action in accordance with the district-wide discipline policy including expulsion. Gang-related activities may affect students and their ability to be successful in the learning environment. Therefore, alleged victims (or their parent(s)/legal guardian) of harassment, bullying, intimidation, or cyber-bullying shall report these incidents immediately to a teacher, counselor, or administrator.

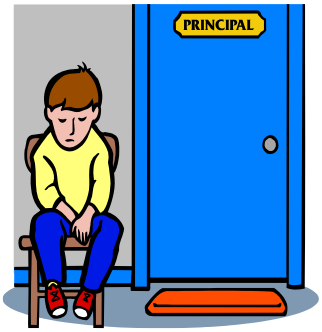
Memphis Shelby County Schools does not discriminate on the basis of race, color, national origin, handicap/disability, or sex (including pregnant or parenting status) in its programs and activities. No student shall be denied equal access to, or participation in, any school sponsored class, activity, or honors program on the basis of the above.
Students and their parents/guardians who believe they have been discriminated against have the right to seek corrective action. Reports of such incidents must be submitted in writing to the ***PRINCIPAL.*** If necessary corrective action has not been taken, the route of appeal should be in writing to the director Student Services.

Zero Tolerance

The Board of Commissioners is responsible for using reasonable steps to promote a positive learning environment by ensuring the protection of the rights of each student to benefit from their educational experiences. Zero tolerance also ensures that students, faculty and staff are able to participate in a teaching/learning environment free from firearms, explosives, violence, and drugs. If a student breaks a zero tolerance rule, this action will result in immediate suspension or expulsion. ***Refer to MSCS Student Code of Conduct***

School-wide Expectations

The Three R's (Respectful, Responsible, and Ready) were developed by the RTI2B team to provide an environment conducive to learning. It is our responsibility to provide an environment that is safe, secure, and orderly. The Three R's have been established to insure this particular goal and will be consistently enforced throughout the school:



Respectful

- Keep hands, feet, and objects to self
- Use appropriate language
- Respond appropriately to adults and peers

Responsible

- Walk to right at all times
- Maintain appropriate personal space
- Wait your turn
- Report any problems to an adult

Ready

- Have all materials
- Listen to and follow directions
- Use time wisely

Students who exhibit exemplary behavior will be allowed to participate in Fun Friday and other celebrations as incentives for good behavior.

Fun Friday Criteria

- Gold (100%-90%)
- Silver (89%-80%)

Students with more than one disciplinary/bus referral or any suspensions (Reset, ISS or Home Suspension), and anyone below 80% will NOT participate in Fun Friday!

Correcting Misconduct

In some situations, however, it is necessary for a student to receive consequences to increase desired behavior. We will be following a procedure of increasing consequences as students continue to exhibit unacceptable behavior. We will strive to make the consequences appropriate for the inappropriate behavior, depending on the seriousness and frequency of the misconduct.

Actions taken by school staff will range from time out, loss of privileges, notes and phone calls to parents, detention, time out table during lunch, office referral, and suspension (overnight and out of school). Teachers will be calling parents as soon as it is necessary.

Many times, we will send home a notice of misconduct to let parents know of a discipline problem. Parents are expected to sign and return the notice so we will know it was received. The parent's signature does not mean that the parent approves of the child's conduct, simply that the parent has seen the notice. If a student fails to return a conduct notice or forges the parent's signature on the form, the child will receive additional consequences.

Bus Expectations



Memphis Shelby County Schools will be providing bus transportation for our students who qualify. Students are not allowed admittance to a school bus for which they are not assigned. **Students must have their bus passes to be allowed admittance on the bus daily.** Students are under the supervision of the bus driver while on the bus and all directions given by the bus driver should be followed without hesitation. The school bus is an extension of school activity. Therefore, students shall conduct themselves on the bus and at the bus stops in a manner consistent with the established rules for safety and positive behavior at school. Students will be required to sign a list of bus rules. If a student violates those rules, consequences will be enforced. If a student continues to violate the bus rules, ***the student may lose the privilege of riding the bus. The suspension of a student from riding the school bus shall follow the same procedures as for any other school suspension. Students who fight on the bus or at the bus stop will be given a bus suspension. All consequences will be in accordance with MSCS Policies. Students in Kindergarten and 1st grade must have an adult present at the bus stop for that student to be released from the bus driver! If an adult is not present, the student will be taken back to school.***

Bus Violations Consequences

1st violation	Conference with Student and parent phone call
2nd violation	Warning Letter via school/home communication and parent phone call
3rd violation	Overnight Suspension – Child can't ride the bus, parent must bring the child to school for meeting with administrators
4th violation	Bus Suspension

Automatic Suspension from Bus Zero Tolerance- Fighting and Brawls on the bus will result in automatic suspension from the bus for a semester. It will become the parent's responsibility to get their child to and from school after a complete investigation is done and a meeting is held with school administrators.

Fighting

Fighting will not be tolerated for any reason. Ross Elementary School is a **"*Fight-Free School,*"** which means everyone will work together to create an atmosphere where no fights or verbal put-downs will be tolerated.

The Fight-Free School's mission is ***to teach the youth of today, the future leaders of our nation, appropriate interpersonal behavior skills. The focus is to provide an appropriate school environment, which will enhance the learning process and allow our children the optimum advantage to excel in their academic careers.***

We want our students to choose to solve problems intelligently, instead of choosing to fight. Students may also complete a "Write NOT Fight" form, which is in the front office and the counselors' offices, or the teacher may give the student one. After the teacher has discussed the issue with the students, the form should be placed in the appropriate counselor's box for a follow-up conference. If a school counselor cannot resolve the issue, the form will be given to an administrator.

We must exercise every option to work out our differences and solve all problems nonviolently. Occasionally, it is difficult to determine the difference between "horse-playing" and “fighting”. Many fights start as playing. With all the violence on television, we have what children call "play fighting." All too often, such play causes someone to get hurt, tempers flare and a real fight result. If two or more people are involved in a fight, all students who show physical aggression (pushing, hitting, kicking, etc.) will be given a Home Suspension.

Suspensions

The principal or assistant principal may issue suspensions when it is deemed necessary. Parents will be notified of the suspension in writing or verbally. The principal has the final decision on out-of-school suspensions up to ten days. A parent conference must be held with the principal or assistant principal upon the student returning to school. **Administrators will hold conferences with parents clearing suspensions by appointment only.**

Expulsions

Expulsions vary in length from eleven (11) days to the remainder of the school year or one (1) calendar year for state-mandated expulsions. Any single suspension in excess of 10 consecutive days or multiple suspensions totaling 15 days in one month is an expulsion. Parents have the right to file an appeal for an expulsion with the Office of Student Equity Enrollment & Discipline (SEED) within 5 days of the suspension being issued. All expulsions must be cleared with the Office of SEED before the student returns to school.

Expulsions are issued for:

1. Possession of a firearm or explosive (state-mandated)
2. Possession of illegal drugs or unauthorized prescription drugs (state-mandated)
3. Assault (injury or extremely offensive or provocative physical contact)/aggravated assault (serious injury) against school personnel (state-mandated)
4. Behaviors identified by the MSCS Board and included in the Code of Conduct
5. Behaviors which have high potential of causing serious injury and/or death (e.g., serious threats, throwing bricks at an occupied school bus)

Parent Communication



Monthly School Calendars are printed and sent home with each student at the beginning of every month. Parents should ask their children to see the calendar as very important information regarding honors programs, report card dates, progress report dates, parent conferences, etc. are included.

Week at a Glance Newsletters are sent home on the first day of each week by homeroom teachers to inform parents of weekly homework, classwork, projects, tests, etc.

Wednesday Folders are sent home with each student on every Wednesday throughout the school year with a report of the students' progress and conduct as well as graded papers. Wednesday folder should be reviewed, signed, and returned with the child on Thursday. All graded papers should be returned in the folder and will be kept on file until the end of the school year.

PowerSchool is a portal, managed by Memphis Shelby County Schools, which allows parents the ability to view their children's grades, attendance, assignments, and other information. Teachers will update grades and attendance at the beginning of each week for parents to review.

School Messenger is an automated phone messaging system that calls parents to provide information on school updates, upcoming events, and special messages.

The School Website can be accessed daily for school updates, teacher links to pertinent information, classroom updates, Title I mandates, and helpful websites.

Dojo Classroom Management is a web-based tool and app, which allows parents to track their children's work habits and behavior each day. We encourage all parents to sign up at ClassDojo.com or download the app ClassDojo.

Parent Conferences

We always welcome parents! Children of interested parents are a joy to teach! However, a well-planned lesson or smooth opening routines can be destroyed for the entire class by a well-meaning parent who "just drops by for a visit" or who escorts a child to the classroom. Students will be expected to walk by themselves to class. Parents will not be allowed to escort students to class. **PLEASE call ahead and schedule a conference with your child's teacher. This applies to before and after school drop-in conferences as well.** Conferences should be conducted during planning periods or before or after school and should not take instructional time away from the class. Teachers will submit to the office a list of any conferences they have scheduled during the day. Any parent who asks to see a teacher, but has not scheduled a conference will be asked to come back later after a conference has been scheduled. Your cooperation in following this procedure to protect class time from interruptions is appreciated. Please do not ask us to steal time away from your child's learning. If a parent brings something to school for his/her child, the office will see that the item is delivered.

We invite and urge parents to consult with their children's teacher, or counselor before contacting the administration for help with problems. Please send a note or call the school to arrange for a conference time. Teachers are happy to arrange meetings during their planning period or before/after regular school hours. ***Teachers cannot be interrupted during class time for conferences.*** Parents are welcome to visit and observe after checking in through the office, but these visits will not be times to speak with your child's teacher. Please refer to the districts website for designated mandatory parent teacher conferences dates.

Parent Complaints

The following information about how to bring a complaint to the school is intended to provide parents and students an opportunity to resolve questions or problems that may arise.

- All student matters should be discussed first with the appropriate classroom teacher.

- If the teacher's decision is not satisfactory, the complainant may request a conference with the appropriate counselor, then the assistant principal or the principal if necessary. Please remember to schedule an appointment so that we can serve you in a timely manner.

Perfect Attendance
(Grades K-5)

Perfect Attendance Certificates will be awarded to students who have maintained Perfect Attendance - **NO absences, tardy occurrences or early checkouts.** Perfect Attendance Certificates will be awarded at the end of each twenty-day interval.

Awards Programs

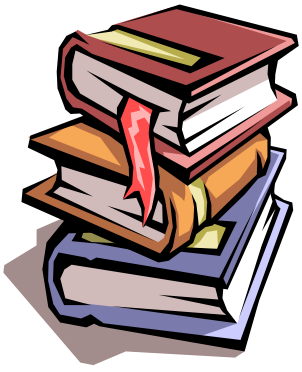
Awards Programs are held at the end of each nine-week grading period to honor all students with academic success. Awards Programs are usually held the week following the issuance of Report Cards. See Ross's monthly calendar for specific dates and times.

Students and Citizens of the Month

The recognition of **Students and Citizens of the Month** is a joyful ritual and tradition that we foster here at Ross Elementary. This helps to develop positive school behaviors and allows students an opportunity to celebrate their accomplishments. Please encourage your child to work hard to accomplish these honors.

Each grade level will select a Student and a Citizen of the Month to be recognized following the criteria developed by the Leadership Team. The Students and Citizens of the Month will have their pictures displayed on a bulletin board in the hallway. At the end of each month, these students will receive their pictures and certificates recognizing them as the **Students and Citizens of the Month** for their grade levels.

Textbooks



All students will be assigned textbooks at the beginning of the school year. Students are responsible for these textbooks throughout the school year. Students will be charged the new price for lost or heavily damaged new textbooks. Students will pay 75% of the new price for lost or heavily damaged used textbooks. Water damage, profanity, obscenities, or one or more missing pages will result in a book being classified as unfit and students will be charged the full price for the book. Charges for minor damage, such as writing or overly abused covers, will be based on the degree of damage, not to exceed the cost of a lost book. Once a book is paid for, it becomes the property of the family to keep. No books will be issued without a parent's signature on the textbook form. Failure to pay for textbook losses or damages will result in the student's report card being held until the debt is cleared.

Cafeteria

Students are not allowed to bring **candy, gum, potato chips, or other "junk" food** to school. The one exception to this rule is that a student who brings a lunch from home may include chips as part of the lunch. Snack food may **NOT** be taken out of the cafeteria**. Please talk to your child about manners and behavior in the cafeteria**. ***Students are not allowed to share food.*** Students are expected to act like young ladies and young gentlemen while in the cafeteria. We expect students to be respectful and practice good manners at all times. The administration, teachers, and/or teachers' assistants will monitor and supervise the cafeteria during lunch. Students must follow their directions ***without question and without hesitation.*** If the cafeteria gets too loud during lunch, talking will be prohibited in the cafeteria until order is well established. **"Silent lunch"** may last several seconds or for the entire lunch period, depending on how cooperative and responsibly students respond. Students who break cafeteria rules will be sent to a time-out table. However, students involved in a food fight will be immediately sent to an administrator and will receive consequences according to the MSCS Code of Conduct. In order to maintain a safe and pleasant atmosphere during the lunch period, the following guidelines will be followed:

- Teacher will escort all students to the cafeteria.
- Upon entering the cafeteria, students will go directly to their assigned lunch line and remain quiet until seated at their assigned table.
- Students will remain seated at their assigned table throughout the entire lunch period.
- Students may not return to the lunch line after making their initial choices and going to their seat.
- No talking is permitted while in line.
- Students should clean the table and the area around their table before leaving the cafeteria.
- At the end of the lunch period, students will wait to be dismissed by the cafeteria monitors.
- Students will proceed quietly through the hall adhering to the expectation.

Breakfast and lunch are free to all Ross students.

Adults …… A la carte

Children are NOT allowed to bring glass bottles in their lunches. There is a real danger from broken glass. Canned drinks or drink cartons are permissible.



Breakfast

All students perform better on a full stomach. Eating a good breakfast is very important. Homeroom teachers will begin serving breakfast in the classroom at 8:55 a.m. ***Breakfast will NOT be provided to students who arrive at the school after 9:15 a.m. unless they are on a late bus.*** Students should finish breakfast and be ready for class at 9:15 a.m.

Fundraisers

School approved fundraiser items are the **only** items that may be sold or purchased on school grounds (i.e. students may not sell candy, chips, drinks, etc. on school grounds).

Phone Use

All cell phones will need to turned off and checked in with the student's teacher at the beginning of homeroom. They will be distributed back to the student at the end of the day by their homeroom teachers.

Assemblies

Students are expected to conduct themselves in an orderly and courteous manner during each program. Applause should be generous when appropriate. Whistling, stamping of feet, shouting aloud, booing, and constantly talking will not be tolerated.

Field Trips

Field trips are planned to enhance the curriculum and not just for entertainment. We utilize transportation approved by Memphis Shelby County Schools and do not ask parents to drive their personal vehicles to transport students. We always welcome parent volunteers to accompany us to aid the teachers with supervision. The cost for parent volunteers varies from place to place**. All volunteers must be approved in accordance with the policy on School Volunteers.** Sometimes parent volunteers receive free or reduced price tickets. Other activities may require parent volunteers to pay the full admission fee. Students attending any field trip sponsored by the school must submit a permission slip signed by the parent or guardian before participating in the activity. ***Telephone calls for field trip permission will not be allowed. School expectations and uniform policy must be adhered to on field trips. Student behavior will be a factor in determining participation in any school sponsored trip. No exceptions! Students with Chronic Absences will be on probation from participating in field trips until their attendance improves.***

Party Policy

As we maintain specific guidelines for a structured learning environment, we are most concerned about making learning our priority. Birthday parties are not allowed. Parents may bring pre-packaged snacks to school for the child's birthday. The snacks will be served in the cafeteria. Class parties and/or celebrations on special occasions must be approved by the administration prior to the event. Parents can attend the celebration in the classrooms upon the teacher's approval. Please make arrangements for parties with the teacher at least **48 hours** prior to the celebration. Only the students and the teachers can have parties during lunch in the cafeteria due to the limited time and space in the cafeteria.

Miscellaneous

Flowers, balloons and other gifts delivered to school for students will be given to the student at the end of the day. Flowers, balloons and other gifts or arrangements will not be permitted into honors programs or promotional exercises. Parents can only bring lunch items for their own children unless it is for a classroom celebration.

Withdrawals

Parents/guardians should call or come by the school a few days prior to a student's withdrawal date to notify the secretary that the student will be moving outside the district or changing schools. A 24-hour advance notice is required to receive withdrawal papers. This will allow ample time to complete the necessary paperwork.

Phone/Address Changes

If there is a change in your address, phone number, or person to contact in an emergency, please notify the school immediately. It is important that our records are kept up to date in case your child becomes ill or injured.

Emergency Dismissal



Parents and students should have a plan in case of early dismissal due to inclement weather. The school will only dismiss students to parents, guardians, or emergency contact persons listed on the data form. Parents or parent designees who are picking up students must show picture identification. All students who walk must have contacted a parent, guardian, or an emergency contact person before being allowed to walk home. Those students who have not contacted anyone will not be dismissed from school.

Please listen for alerts from the local news media regarding school closing on days when threatening weather exists!

Fire/Tornado Drills

Fire and tornado drills are practiced throughout the school year. Some will be announced and some may be unannounced. These drills are necessary for the safety of the students, staff and faculty. When the alarm is sounded students must follow directions and procedures for the plan posted in each classroom. Everyone should know the specific directions for reaching a point of safety from those areas of the school building in which he/she may be located. During the drills students are expected to conduct themselves in an orderly manner.

Major Disaster

Should an emergency or disaster situation ever arise in our area while school is in session, we want you to be aware that the school has made preparations to respond effectively to such situations. In fact, public schools in Tennessee are built to meet stringent construction standards and they may be safer than your own home in the event of a disaster.

Should we have a major disaster during school hours, your children will be cared for at the school. Our school district has a detailed disaster plan which has been formulated to respond to a major catastrophe.

Your cooperation is necessary in any emergency.

1. Do not call the school. Telephone lines may be needed for emergency communication.

2. In the event of a serious emergency, students will be kept at school until they are picked up by an adult who has been identified as an emergency contact on a school emergency form that was filled out by parents at the beginning of the school year.

3. Turn your radio or television to stations that provide emergency announcements. If students are kept at school, radio stations will be notified or information will be relayed via the MSCS

Communications Department. Information regarding day to day school operations will be available by calling the Memphis Shelby County School Board or visiting the website.

4. Impress upon your children the need for them to follow directions of all school personnel, especially in times of an emergency.

5. Upon an evacuation of the school premises, we have identified four locations to which the students will be moved.

    - Ross Road Church of Christ 901-363-7439
    - New Life in Christ Church 901-370-6326*
    - Germanshire Elementary 901-416-3733
    - Hickory Hill Community Center 901-566-9685
    - Boys and Girls Club 901-542-9604

Searches

Lockers and other storage areas, containers, and packages brought into school by students or visitors are subject to search by authorized personnel.

Weapons

Felony state law prescribes a maximum penalty of six (6) years imprisonment and a fine not to exceed $3,000 for carrying weapons on school property.

Visitors

Parents and other visitors are welcome to visit our school. All visitors must report to the office. Visitors must wear a visitor's badge issued by the office. Visits to individual classrooms during instructional time are permitted only with approval of the administration. Visits shall last no longer than thirty minutes. Such visits are not permitted if their duration or frequency interferes with the delivery of instruction or disrupts the normal school environment.

Parents and parent designees, who come to school to sign students out and remove them from school, must report to the office. Parents or parent designees who are picking up students must present picture identification with the name listed on the student's data sheet completed by the custodial parent/guardian and listed in Power School. Valid picture identification must be presented upon each visit to the school. Any changes to persons listed on the data form must be made by the custodial parent/guardian in person. The office staff will not call to verify anyone's identity if that person does not present an official form of identification.

Students will not be released to parents from the classroom, only from the office. If parents are dropping off any item that students may have left at home, we ask that you bring these items to the office. The office staff will arrange for the students to pick up those items so they will not miss instructional time.

Lice, Ringworm, and Pinkeye

Lice occur in the best and cleanest of families and schools. If we find a child with lice, the child will be sent home until he or she has been treated with a lice shampoo and there are not any nits (eggs) in sight. When a child is sent home with lice, the child must be treated with at least one dose of prescribed medication before coming back to school. The child must come to the office before returning to class. If lice or nits are found, the child will be sent home again. While lice are not life threatening, we must be aggressive in dealing with the problem. Notices will be sent home with the rest of the children in the class along with information from the Health Department to alert other families to be on the lookout for possible problems. We will follow the procedures established by the Memphis Shelby County Schools health policy concerning ringworm and pinkeye.

Disabilities

Section 504 of the Rehabilitation Act of 1973, as amended, prohibits discrimination on the basis of disability in student admission, treatment, or in access to programs and activities. Section 504 includes building accessibility.

Requests, complaints or grievances concerning discrimination covered by these laws must be submitted in writing. First level of request/compliance/grievance is to the principal of the school. If there is no resolution or if the problem/complaint is with the principal, then proceed to the parent liaison.

Title I Documents

Ross Elementary School



DID YOU KNOW?

Our school is a federally funded school-wide Title I school. Title I requires that schools create a positive and supportive learning environment that results in high levels of achievement for all students. Funds are available for academic programs and strategies, additional teachers and other personnel, staff development, materials, supplies, technology and parent training. We look forward to working with you and your child to make this a rewarding year.

Memphis Shelby County Schools does not discriminate in its programs or employment on the basis of race, color, religion, national origin, handicap/disability, sex or age.

DID YOU KNOW?

Ross Elementary is a federally funded school wide Title 1 school. Title 1 is part of No Child Left Behind. Title 1 requires that schools create a positive and supportive learning environment that results in high levels of achievement for all students. Funds are available for personnel, staff development, materials and supplies, technology and parent training.

We look forward to working with you and your child to make this a rewarding year!

Parents' Right to Know

All parents have the right to request the following:

- A teacher's professional qualifications, licensure, grade certification, waivers
- A teacher's baccalaureate and/or graduate degree, fields of endorsement, previous teaching experience
- A paraprofessional's qualifications
- An annual notice of Student Education Records Privacy and Notice for disclosure of School Directory Information
- An assurance that their child's name, address, and telephone listing not be released to military recruiters

All parents will receive information on the following:

- Their child's level of achievement in each of the State academic assessments
- Notification of right to transfer child to another school in the district if student becomes the victim of a violent crime or is assigned to an unsafe school
- District Family Engagement Plan and School Family Engagement Plan
- Their right to public school choice, supplemental services, and more effective involvement in their child's school if identified for school improvement
- Their child is being taught 20 days or more by a teacher who doesn't meet the definition of Highly Qualified

Memphis Shelby County Schools does not discriminate in its program or employment on the basis of race, color, religion, national origin, handicap/disability, sex or age.

Usted Sabia?

Ross Elementary es una escuela que recibe fondos federales y se llama Titulo I. Titulo I es parte de Ningún Niño Queda Atrás (NCLB). Titulo I dice que la escuela tiene un ambiente positivo, apoyado para aprender que resulta en niveles mas alto académicamente para todos los niños. Los fondos son disponibles para empleados, desarrollo de empleados, materiales tecnología y conferencias para los padres.

Somos felices para trabajar con ustedes y su hijo/a para un ano prémienlo.

Derechos a Saber de Los Padres

Todos los padres tienen derecho a pedir lo siguiente:

- Certificaciones y licencias de los profesores
- Áreas de especialidad, certificados de la Universidad y experiencia del profesor.
- Calificaciones de un asistente del profesor.
- Información sobre Privacidad e Información del directorio de la escuela.
- La gente militar no va a recibir el nombre, dirección, teléfono de su hijo/a.

Todos los padres van a recibir la siguiente información:

- El nivel de cada estudiante en los examines de estado
- Notificación de derecho a cambiar de escuela si el niño es una victima de un crimen o una escuela que no es segura.
- Las políticas de participación de la escuela y distrito.
- Su derecha de escuela escogido, servicios extras y participación más efectiva si la escuela esta identificada para mejorar.
- Su hijo tiene 20 días con una maestra que no esta clasificada Calidad Alta.

Memphis Shelby County Schools does not discriminate in its program or employment on the basis of race, color, religion, national origin, handicap/disability, sex or age.

ROSS ELEMENTARY SCHOOL

Parent and Family Engagement Plan

Revised: August 2022

The administration, faculty, and staff of Ross Elementary School recognize the importance of parental involvement in the goal of academic excellence for every child. The Family Engagement Plan for Ross was jointly developed with parents, agreed on with parents, distributed to parents and is being implemented. This plan establishes the expectation for parental involvement and serves as a guide for the involvement of parents. Working together as a team, parents and the school staff will prepare students to become lifelong learners.

Ross Elementary School encourages parental involvement:

1. To enhance the instructional efforts of teachers through volunteer services
2. To serve as parent representatives in the development, review and improvement of the school's family engagement and school improvement plans
3. To express ideas and concerns by responding to surveys and questionnaires
4. To become actively involved in the parent organization and all Title I parent activities
5. To serve on the Site-Based Decision-Making Council and other committees

Ross Elementary School will involve parents in an organized, ongoing, and timely way in the planning, review, and improvement of programs for parent involvement and the school level Family Engagement Plan and ensure the following is included:

1. Opportunities for Title I parents to share their concerns, suggestions and opinions regarding the planning, designing, and implementation of school level plans.
2. Ongoing, systematic communication and consultation to provide parents with timely information about parent involvement programs, student performance, instructional programs, and school policies.
3. Opportunities for parents to become actively involved in all school matters that will assist them with the education of their children.

Ross Elementary School will promote the capacity for parental involvement and understanding in the following ways:

1. Notify parents of the policy in an understandable and uniform format and, to the extent practicable, provides in a language the parents can understand
2. Make the plan available to the local community and update periodically to meet the changing needs of parents and the school
3. Convene an annual meeting at flexible times to inform parents about the school's parental involvement programs and the right of parents to be involved.
4. Develop jointly with parents a Home/School Compact and Family Engagement Plan
5. Conduct regular parent meetings at flexible times (morning, afternoon, or evening) to accommodate the parents' schedules.
6. Involve parents, or an adequate representation of parents, in an organized, ongoing, and timely way in the planning, review, and improvement of the school parental involvement plan and joint development of the schoolwide plan (TSIPP)
7. Provide parents with timely information about school programs under ESEA 1118

8. Distribute the MSCS Family Engagement Policy and the school-level Family Engagement Plan in the Ross Parent/Student Handbook and publish them on the school's website.
9. Provide parents with a description and explanation of the curriculum in use at the school, forms of academic assessment used to measure student progress, and the proficiency level students are expected to meet at Curriculum Night and other parent meetings.
10. Provide opportunities, per parent request, for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practically possible.
11. Ensure that a process is in place to submit parent comments on the schoolwide program (TSIPP) if it is not satisfactory to the parents when the school makes the plan available to the district/LEA
12. Provide assistance to parents in the understanding of such topics: state academic content standards, state academic achievement standards, state and local academic assessments, how to monitor a child's progress, and how to work with educators to improve student achievement
13. Provide materials and training to help parents work with their children to improve their achievement, such as literacy training and using technology to foster parental involvement
14. Educate all staff with the assistance of the parents in the value and contributions of parents, and in working with parents (how to reach out to, communicate with, work with parents as equal partners, implement and coordinate parent programs, build ties with parents and the school)
15. Build capacity for involvement by coordinating parental involvement strategies under other programs, such as Head Start, State-run preschool programs, and Title III language instructional programs
16. Build capacity for involvement by ensuring that information related to school and parent programs, meetings, and other activities is sent to the parents in a format and, to the extent practicable, in a language the parents can understand
17. Provide other reasonable support for parent involvement activities as parents may request
18. Ensure accessibility through the local educational agency and school, to the extent practicable, by providing full opportunities for the participation of parents with limited English proficiency, parent with disabilities, and parents of migratory children, including providing information and school reports in a format and, to the extent practicable, in a language parents can understand.
19. Post calendars, contact information (including staff email addresses), and ESEA information on the school's website.
20. Involve parents in decisions about their child(ren)'s education through participation in Student Response Teams, IEP-Teams, and parent-teacher conferences.
21. Educate all staff in the value and utility of parent contributions.
22. Send information related to school and parent programs, meetings, and other activities, to the extent practicable, in a language parents can understand.
23. Provide other reasonable support for parent involvement activities as parents may request.

24. Provide full opportunities for the participation of parents with limited English proficiency, disabilities, and migrant to the extent practicable.

ROSS ELEMENTARY SCHOOL

Plan de participación de las familias y padres

Revisado: Augosto de 2022

La administración, Facultad y personal de la escuela de Ross reconoce la importancia de la participación en la meta de la excelencia académica para todos los niños. El Plan de participación de la familia de Ross fue desarrollado conjuntamente con los padres, acordados con los padres, distribuidos a los padres y está llevando a cabo. Este plan establece la expectativa de participación de los padres y sirve como guía para la participación de los padres. Trabajando juntos como un equipo, los padres y el personal de la escuela prepara a los estudiantes a convertirse en aprendices de por vida.

Ross la escuela fomenta la participación de los padres:

1. Para mejorar los esfuerzos educativos de maestros a través de servicios de voluntarios
2. Servir como representantes de los padres en el desarrollo, revisión y mejora de la participación de las familias de la escuela y planes de mejora escolar
3. Para expresar ideas y preocupaciones respondiendo a encuestas y cuestionarios
4. Para involucrarse activamente en la organización de padres y todos título I para padres actividades
5. Para servir en el Consejo de toma de decisiones basado en el sitio y otros comités

Ross Elementary School se involucran a los padres en forma organizada, continua y oportuna en la planificación, revisión y mejoramiento de programas de participación de los padres y el nivel de la escuela Plan de participación familiar y asegúrese de que lo siguiente está incluido:

1. Oportunidades para el título los padres para compartir sus inquietudes, sugerencias y comentarios con respecto a la planificación, diseño y planes de implementación de nivel de la escuela.
2. Curso, comunicación sistemática y consulta para que los padres con información oportuna sobre padres programas de participación, rendimiento de los estudiantes, programas educacionales y políticas escuela.
3. Oportunidades para que los padres participen activamente en todos los asuntos escolares que les ayudará con la educación de sus hijos.

Ross Elementary School fomentará la capacidad de participación de los padres y la comprensión de las siguientes maneras:

1. Notifique a los padres de la política en un comprensible y uniforme y el formato, la medida de lo posible, se proporciona en un idioma que puedan entender los padres
2. Hacer el plan de disposición de la comunidad local y actualización periódicamente para satisfacer las necesidades cambiantes de los padres y la escuela
3. Convocar a una reunión anual en tiempos flexibles para informar a los padres sobre los programas de participación de los padres y el derecho de los padres a participar.

4. Desarrollar conjuntamente con los padres un hogar/escuela y familia Plan de participación
5. Realizar reuniones de padres regular el tiempo flexible (mañana, tarde o noche) para acomodar los horarios de los padres.
6. Involucrar a los padres, o una representación adecuada de los padres, de manera organizada, en curso y oportuna en la planificación, revisión y mejora de la escuela participación de los padres plan y articulación desarrollo del plan escolar (TSIPP)
7. Padres de proveer con información oportuna sobre los programas de la escuela en ESEA 1118
8. Distribuir la política de participación de la familia de MSCS y el Plan escuela-nivel de compromiso familiar en el manual de padres y estudiantes de Ross y publicarlas en la Página Web de la escuela.
9. Proporcionar a los padres una descripción y explicación del currículo en uso en la escuela, formas de evaluación académica usadas para medir el progreso del estudiante y el nivel de fluidez se espera que en la noche de plan de estudios y otras reuniones de padres.
10. Proporcionar oportunidades, por la petición del padre, para las reuniones regulares formular sugerencias y participar, como proceda, en las decisiones relativas a la educación de sus hijos y responder a esas sugerencias tan pronto como sea posible.
11. Asegúrese de que un proceso está en el lugar para presentar comentarios de padres sobre el programa de toda la escuela (TSIPP) si es no satisfactorio para los padres cuando la escuela hace el plan para el distrito/LEA
12. Proporcionar ayuda a los padres en la comprensión de los temas: estándares de contenido académicos, normas estatales de desempeño académico, estatal y locales evaluaciones académicas, cómo supervisar el progreso del niño y cómo trabajar con los educadores para mejorar Logros de los estudiantes
13. Proporcionar materiales y capacitación para ayudar a los padres trabajar con sus hijos para mejorar su rendimiento, tales como alfabetización, capacitación y tecnología para fomentar la participación de los padres
14. Educar todo personal con la ayuda de los padres en el valor y las contribuciones de los padres y en el trabajo con los padres (Cómo llegar a comunicarse, trabajar con los padres como socios iguales, implementar y coordinar los programas para padres, construir lazos con los padres y la escuela)
15. Capacitar para la participación mediante la coordinación de estrategias de participación de los padres bajo otros programas tales como Head Start, programas preescolares estatales y programas de instrucción de lengua III de la Title
16. Capacitar para la participación al asegurar que la información relacionada con la escuela y los programas para padres, reuniones y otras actividades se envía a los padres en formato y, a la medida de lo posible, en un idioma que puedan entender los padres
17. Apoyar otras razonable para las actividades de participación de los padres como los padres pueden solicitar
18. Asegurar accesibilidad a través de la agencia educativa local y la escuela, a la medida de lo posible, proporcionando oportunidades completos para la participación de los padres con habilidad limitada en inglés, padres con discapacidades y los padres de migratorias los niños, incluyendo el suministro de información e informes de la escuela en un formato y, a la medida de lo posible, en los padres de una lengua pueden entender.

19. Publicar calendarios, información de contacto (incluyendo direcciones de correo electrónico personal) e información de ESEA en sitio web de la escuela.
20. Participación de los padres en las decisiones sobre la educación de su niño (ren) a través de la participación en equipos de respuesta de estudiantes, equipos de IEP y padres y maestros.
21. Educar a todo el personal sobre el valor y la utilidad de las contribuciones de los padres.
22. Enviar información relacionada con la escuela y los programas para padres, reuniones y otras actividades, en la medida de lo posible, en un idioma que los padres puedan entender.
23. Proporcionar otro apoyo razonable para las actividades de participación de los padres como los padres pueden solicitar.
24. Brindar oportunidades completas para la participación de los padres con conocimientos limitados de inglés, discapacidades y migrantes en la medida de lo posible.

ROSS ELEMENTARY SCHOOL
4890 Ross Road, Memphis, TN 38141 (901) 416-1990

TITLE I HOME/SCHOOL COMPACT

This compact has been jointly developed and agreed upon by Ross Elementary School, parents, students, and school staff. The purpose of this compact is to outline how parents, the entire school staff, and students will share the responsibility for improving student academic achievement and how the school and parents will develop a partnership to help children achieve the State's high standards.

PARENT/GUARDIAN'S AGREEMENT

I, the undersigned, will be responsible for supporting my child's education in the following ways:

- **See that my child is on time and attends school regularly**
- **See that my child wears his/her school uniform daily**
- **Support the school in its efforts to maintain proper discipline and implement the Student Code of Conduct**
- **Establish a time for homework and review it regularly for accuracy and completion**
- **Provide a quiet, well –lighted place for study**
- **Encourage my child's efforts and be available for questions**
- **Be a positive role model**
- **Be aware of what my child is learning**
- **Review the weekly progress folder with my child**
- **Assist my child in getting a library card**
- **Return report cards/progress reports and attend parent/teacher conferences**

Parent's Signature _____

STUDENT'S RESPONSIBILITY

I shall strive to do the following to the best of my ability:

- **Attend school regularly**
- **Come to school each day with the appropriate tools necessary for learning**
- **Complete and return homework assignments**
- **Complete class assignments**
- **Conform to the Student Code of Conduct by following the school's behavioral expectations**
- **Wear my school uniform everyday**

Student's Signature _____

TEACHER'S AGREEMENT

I, the undersigned, partner in the education of the children at Ross Elementary, a Title I school, commit to the following:

- **Provide high-quality curriculum and instruction in a supportive and effective learning environment**
- **Review the Title I Home/School Compact during parent/teacher conferences**
- **Provide ongoing communication with parents through: Tuesday folders, Weekly Newsletters, conferences and phone calls**
- **Dedicate time to receiving professional development to gain knowledge which will ensure student achievement**
- **Provide necessary assistance to parents so that they can help with the assignments**
- **Encourage students and parents by providing frequent student progress reports**
- **Provide a developmentally appropriate environment that is conducive to learning**
- **Provide homework assignments that reinforce skills taught in the classroom**

Teacher's Signature _____

SCHOOL'S RESPONSIBILITY

I, the undersigned, partner in the education of children at Ross Elementary, a Title I School, will commit to the following:

- **Value and support an environment that understands the importance of positive communication between the teacher, parent and student**
- **Provide opportunities for parents to volunteer, participate and observe in their child's class and to have reasonable access to staff**
- **Provide parents with frequent student progress reports**
- **Provide multiple opportunities for parent/teacher conferences to discuss academic achievement and the home/school compact as it relates to student achievement**
- **Provide parent workshops and activities on the curriculum and assessments related to their children's education**
- **Provide an opportunity for parents to assist in jointly developing the school/parent compact which outlines the shared responsibility for improving student academic achievement**
- **Encourage teachers to regularly provide homework assignments that will reinforce classroom instruction**

Principal's Signature _____

TITULO I PACTO DE ESTUDIANTE/MAESTRO/PADRES

Este compacto ha sido desarrollado colectivamente y hemos estado de acuerdo la Escuela primaria Ross, los padres, los estudiantes, y el personal de la escuela.

RESPONSABILIDAD DE LA ESCUELA

Yo, el que firmo abajo, compañero en la educación de los niños en Ross Escuela primaria y me comprometo a lo Siguiente:

- **Proveer un ambiente que permite comunicación positiva entre el maestro, el padre y el estudiante permitiendo la oportunidad de ofrecerse como volutnario, participar y observar en la clase de su niño/a**
- **Alentar a los maestros a proporcionar tareas regularmente que reforzarán la instrucción del salón**
- **Proveer con frecuencia a los padres con la información de estudiante y los reportes de el progreso**
- **Crean las oportunidades para padres para tener acceso al personal de la escuela**
- **Tener conferencias de padre y maestro y proveer una variedad de oportunidades para que el padre se vea implicado.**
- **Permitir a los padres asistir y tomar parte en talleres y actividades instruccionales para educarlos en el plan y las evaluaciones que rodean la educación de sus niños/as**
- **Proveer una oportunidad a los padres para asistir y participar en desarrollo de pacto de escuela/padre el cuál muestra la responsabilidad compartida para mejorar el logro académico del estudiante.**

Firma del Director _____

RESPONSABILIDAD DEL ESTUDIANTE

Yo me esforzaré por hacer lo siguiente lo mejor de mi habilidad:

- **Asistir a la escuela regularmente**
- **Venir a la escuela cada día con los útiles necesarios para aprender**
- **Completar y traer las tareas**
- **La conducta del estudiante conforme a las reglas**
- **Vertir uniforme diario**

Firma del Estudiante _____

ACUERDO DE MAESTROS

Yo, el que firmo abajo, compañero en la educación de los niños en Ross Escuela primaria y me comprometo a lo Siguiente:

- **Proveer tareas que refuerzan las habilidades enseñadas en salón**
- **Proporcionar el plan y la instrucción de gran calidad y un ambiente de aprendizaje de apoyo y efectivo**
- **Revisar el Título I pacto de padre/maestro/estudiante con padres por lo menos dos veces al año**
- **Proveer una buena comunicación con padres a travez: carpetas de los Miércoles, Boletines Semanales y clases de telefono**
- **Dedicar nuestro tiempo para recibir desarrollo profesional para ganar el conocimiento que asegurará el logro del estudiante**
- **Proveer ayuda necesaria a los padres para que ellos pueden ayudar con las tareas**
- **Animar a los estudiantes y padres proporcionando con frecuencia información sobre el progreso de estudiante**

Firma del Maestro _____

ACUERDO DE PADRES

Yo, el que firmo abajo, compañero en la educación de mi hijo/a me comprometo a lo Siguiente:

- **Ve que mi niñoa sea puntual y asista a la escuela regularmente**
- **Apoyar a la escuela en sus esfuerzos de mantener la disciplina apropiada**
- **Establecer un tiempo para tarea y lo revisarlo regularmente**
- **Proveer un lugar de estudio tranquilo, y bien iluminado**
- **Animar los esfuerzos de mi niño/a y estar disponible para las preguntas**
- **Vestir a mi niño/a con uniforme cada día**
- **Ser un modelo positivo para imitar**
- **Estar enterado de lo que mi niño/a esta aprendiendo**
- **Ayudar a mi niño/a a conseguir una tarjeta de la libreria**
- **Regresar la tarjeta de calificaciones/los reportes de progreso y asistira a las conferencias de maestro y de padre**

Firma del Padre _____