

TERRACE COMMUNITY MIDDLE SCHOOL

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<http://www.tcmstornadoes.com>
A USDOE NCLB-National Blue Ribbon School of Excellence and A Florida Public Charter School of Choice
Back to Basics Charter School Foundation, Inc.
#6606 School District of Hillsborough County, Florida

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May 22, 2017

Dear TCMS Family and Friends,

Welcome to the 2017 – 2018 school year at Terrace Community Middle School. Terrace Community Middle School continues to provide each of our students with a quality education that challenges them to meet high academic standards, uphold good character and citizenship. Our very committed faculty and staff will provide all necessary interventions and support to help our students meet their goals while providing a safe and positive learning environment.

We are also looking forward to another great year with our very active and supportive families. We can only accomplish our goals with your support; therefore, we look forward to your continued commitment to your child's education. I encourage you to talk with your child daily, check our school website often, monitor your child's progress, and read all correspondence sent to you. Building a strong partnership with your child and the TCMS faculty and staff will help to make this a very successful school year.

The faculty and staff are looking forward to seeing you at the Open House on August 9th where your child will receive their schedules.

As a reminder, all paperwork must be completed prior to the Open House or your child will not receive their homeroom assignment or their schedule unless everything is completed. Please review the information in this packet as well as the TCMS website for details on your scheduled time.

This school year begins on Thursday, August 10th at 8:20AM sharp, and we want to help you get off to a great start. Please visit our school website for important information on uniforms, school lunch, supply lists and much more. We have been working very hard to prepare an exciting program for you this year.

On behalf of the faculty and staff, I once again welcome you to the 2017 – 2018 school year. I am excited to help you and your student to have your most successful year yet. Please feel free to contact me with any questions and concerns. Enjoy your summer!

Sincerely,
Tahvia Shaw, M.Ed
Principal





May 22nd, 2017

Welcome to Terrace Community Middle School!

We are thrilled to have you as part of our team as we work together to create a powerful, positive and productive learning environment for your child. We anticipate having an exciting school year filled with abundant opportunities for your child to discover the joy of learning and to experience social, emotional and physical growth.

The first day of school is Thursday, August 10th. Each student should be ready to walk through the door with a "success" mindset. As your student continues to grow, we will continue to place more educational responsibilities on his or her shoulders. Remember...we not here just to get through 7th grade, we are here to prepare your child for 8th grade, high school and beyond. We have been extremely successful at what we do very a very long time, and that is one of the reasons you chose to entrust your child to us for his or her education. Please know that we do not treat your decision lightly. We also want you to know that may not always agree with the process; however, we are confident that you will be more than satisfied with the results at the end of the school year.

Please encourage your child to become involved in the many clubs, organizations and athletic programs that are available to our students after the school day ends. Being a part of one (or more) is a positive way to interact with like-minded individuals and to develop leadership skills. Information about clubs can be found under the Students tab of our website: (www.tcmstornadoes.com).

7th Grade students will have the opportunity to attend Marine Lab and spend 3 days in the Florida Keys learning about marine life. Those students who do not travel to the Keys will participate in local field trips where they also learn about marine life.

Finally, we ask that you pay very close attention to the school calendar when planning appointments and family vacations. There is a great deal of curriculum to cover during the school year, and it is extremely important that students are in class on a daily basis for the full 55 minutes of instructional time.

We look forward to a very successful school year and I look forward to meeting all of you at the Open House on Wednesday, August 9th.

Regards,

Daniel Oswald, M. Ed

Daniel.oswald@tcmstornadoes.com

7th Grade Level Administrator

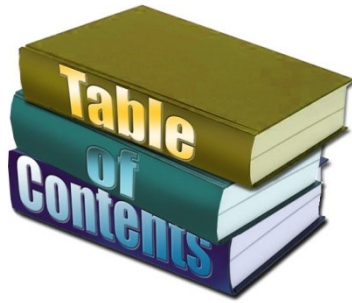


CIVILITY POLICY

The faculty and staff of Terrace Community Middle School will treat students, colleagues, parents and other members of the public with respect and will expect the same in return.

TCMS is committed to maintaining orderly educational and administrative processes in keeping schools and administrative offices free from disruptions and preventing unauthorized persons from entering school/district grounds.

The aim is to promote mutual respect and orderly conduct within the schools, thereby setting a model for children and others in the community. It is not meant to deprive any person of the right to freedom of expression. Volatile, hostile or aggressive actions and words are discouraged, and individuals who engage in these activities may face legal penalties.



Important Information	4
Open House Schedule.....	5
Enrollment & Paperwork Links.....	6
Uniform Information.....	8
School Supplies (Consumable List Mailed in July).....	9
Summer Reading Assignment.....	10
Carpools, AM & PM Drop Off and Pick Up.....	11
Communication at TCMS.....	12
Café & Front Office (Parent Volunteer Info).....	13
In Kind Donation Form.....	14
How to Order School Lunches Online.....	15
Guidance & Clinic.....	16
TCMS Athletics.....	17
TBARTA Regional School Commute Program.....	18
Parent Resources Association.....	20
2017-2018 Bell Schedules.....	21
2017-2018 Academic Calendar.....	23



- **The start of the 2017-2018 school year** marks TCMS' 20th year of educating students in the Tampa Bay area!!!!
- **TCMS does not follow the school district's early release schedule.** Our early release days take place on semester exam days. Please refer to our online calendar on our website.
- **You must come to the office to make changes to your emergency contact card.** We are unable to update anything listed on the card on your behalf (i.e., change of address or phone number, additional emergency contacts, etc.).
- **You must contact your child's Grade Level Administrator in advance of any pre-planned absence.** We ask that you contact either by phone or e-mail at least 3 days prior to your child being absent for any period of time for a planned vacation, trip or, in the case of 8th grade students, shadowing at a public or private school.
- **Students must be in attendance at least one day during the weeks of October 9th-13th, 2017 and February 5th-9th 2018 order to receive funding from the state of Florida.** These two weeks are critical to TCMS because it impacts our budget for the school year. We do not receive funding for any student who is absent 5 out of 5 days. FTE stands for Full Time Equivalency. We respectfully request that you do not plan any vacations during those two weeks. Please contact Ms. Shaw at tahvia.shaw@tcmstornadoes.com if you have already made plans.
- **Students may be picked up ONLY during passing times.** Please refer to the bell schedules located in this packet for passing times. We do not like to disrupt the instructional time in the classroom in order to find a student. We ask you to let your child know to meet you in the front office at whatever passing time is closest to the time of the appointment. Students cannot be picked up in the main office after 2:45PM.
- **Please send any payments for activities, etc. to your child's homeroom** in a sealed envelope, clearly marked with the following: your child's name, his/her homeroom teacher and what the payment is for.
- **We ask that you write your child's name on the memo line of checks you send to the school.** This is a necessity in making sure you are given credit for payment for instructional materials, field trip payments, lunch payments, etc. **All checks must be written in black or blue ink – NO OTHER COLORS, PLEASE.** All checks are made payable to TCMS.
- **Our Lost and Found can get a little out of control at times.** It would be a great help if you marked your child's name in his/her apparel. It helps us return those lost items to their rightful owners. Please talk to your child about being responsible for his/her personal items, lunchbox and clothing items.
- **Students may use their personal laptops, iPads or tablets during the school day.** Contact Ms. Long, our Media/IT Specialist at meichelle.long@tcmstornadoes.com for information!
- **Children who attend public charter schools receive \$2,130 less in funding than their peers in traditional public schools.** Please click on the link to read an article about charter school funding to understand why your support is so important: [Charter School Article](#)
- **Absences can be e-mailed to the school.** E-mail Ms. Shambaugh at attendance@tcmstornadoes.com when your child will not be in school due to illness.
- **You are encouraged to attend the monthly meetings of our governing board, the Back to Basics Charter School Foundation, Inc.** The board meets on the second Wednesday of each month at 6PM in Room 208.



Terrace Community Middle School Open House Orientation

2017-2018 SCHOOL YEAR

Wednesday, August 9th, 2017

Because each classroom is designed to hold 22 students, we respectfully ask that you limit the number of attendees to three – the student, and two parents and/or guardians.

THE FIRST DAY OF SCHOOL FOR TCMS STUDENTS IS THURSDAY, AUGUST 10TH, 2017

GRADE 8

8:20AM – Parents and students arrive – parking may be congested

8:35 - 8:45AM	Homeroom
8:50- 9:00AM	Period 1
9:05 – 9:15AM	Period 2
9:20– 9:30AM	Period 3
9:35 – 9:45AM	Period 4
9:50 – 10:00AM	Period 5
10:05 – 10:15AM	Period 6

GRADE 7

10:50AM– Parents and students arrive – parking may be congested

11:05 –11:15AM	Homeroom
11:20 –11:30AM	Period 1
11:35 – 11:45AM	Period 2
11:50 – 12:00PM	Period 3
12:-05 –12:15PM	Period 4
12:20 – 12:30PM	Period 5
12:35 – 12:45PM	Period 6

GRADE 6

1:45PM - Parents and students arrive – parking may be congested

2:00 – 2:15PM	Homeroom
2:20 – 2:35PM	Period 1
2:40 – 2:55PM	Period 2
3:00 – 3:15PM	Period 3
3:20 – 3:35PM	Period 4
3:40 – 3:55PM	Period 5
4:00 – 4:15PM	Period 6

Please note: One week prior to Open House, you will receive an e-mail with a list of students and their assigned homerooms. You will report to that classroom at your scheduled time. If your child's paperwork (7th Grade only Immunization Form) was not completed by the deadline you will receive instructions by email on where to report prior to your scheduled time in order to complete all paperwork that is missing before we can give your child his/her schedule.



ONLINE PAPERWORK IS REQUIRED FOR ENROLLMENT

DUE JUNE 9th, 2017

AVOID THE LONG LINES BY COMPLETING PAPERWORK ON TIME!!

PLEASE DO NOT USE A SMART PHONE TO COMPLETE THE FOLLOWING FORMS. PLEASE USE YOUR PERSONAL COMPUTER AND NOT A WORK COMPUTER BECAUSE FIREWALLS MAY PREVENT US FROM RECEIVING THE INFORMATION.

1. Student Paperwork Link: [CLICK HERE FOR PAPERWORK!](#)

2. **Field Trip/Medical Permission Form** (Also on next page) - Must be filled out, printed and emailed, mailed or faxed. DO NOT TAKE A PHOTO OF THE FORM. WE CANNOT ACCEPT THEM. THE BEST WAY TO SEND IS TO SCAN AND EMAIL WITH THE EMAIL TITLE "FIELD TRIP FORM"

[CLICK HERE FOR THE FIELD TRIP/MEDICAL INFORMATION FORM](#)

MUST BE FILLED OUT SO YOUR CHILD CAN RECEIVE THEIR HOMEROOM ASSIGNMENT BEFORE THE OPEN HOUSE!

Field Trip/Medical Permission Form:

- Scan and e-mail to samantha.kahn@tcmstornadoes.com (BEST WAY TO SEND)
 - Fax: 813-324-9874
 - Mail to TCMS, 11734 Jefferson Road, Thonotosassa, Florida 33592, Attn: Samantha Kahn
-
- If you have more than one child who will attend TCMS in 2017-2018 (either in the same grade level or in different grades), please complete separate Field Trip/Medical Information form for each child.
 - Please do not contact TCMS to confirm receipt.
 - Please review each form to make sure it is complete. If we receive an incomplete form, it will be returned to you.
 - **Per policy, students whose parents do not complete their paperwork may not receive their schedules at Open House.**
 - **Don't prevent your child from reporting to homeroom to receive his/her schedule at Open House.**
 - **You will receive an email one week prior to Open House to let you know which forms were not completed by the deadline and to let you know at what time to report to the Computer Lab (prior to your child's scheduled Open House time) to complete what is missing. Upon completion, your child will receive his/her schedule.**
 - **TCMS does not resend documents for completion prior to Open House.**

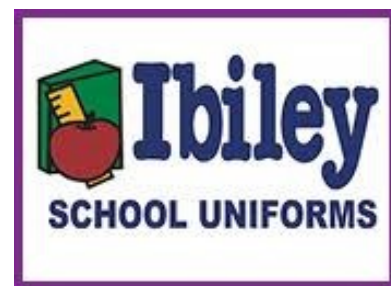
School Year: _____

The following is medical information for:

7

TCMS Uniform Information 2017-2018

Research shows that the use of school uniforms supports a safe and disciplined learning environment. Having a mandatory school uniform policy can improve discipline, promote safety and enhance the learning environment, which is why TCMS chooses to have such a policy.



TCMS has partnered with *Ibiley Uniforms and More* to provide our students with high quality uniform tops and bottoms.

Students are required to wear both TCMS monogrammed polo top and bottoms.

Ibiley Uniforms and More is located at **529 W. Brandon Blvd., Brandon, FL 33511 (Clayton Plaza)**. Parents have the option to purchase individual uniform items or uniform bundles at the store or via the Ibiley website (www.ibiley.com).

Ibiley offers various options for polo-style tops: premium shirts, female-cut polos, value-priced, dry-fit, and long or short sleeved polo-style tops. They also offer premium and value priced bottoms in several style options. Jackets, fleece, and other winter options will be offered, as well.

SCHOOL ORDER FORM:

<https://www.ibiley.com/dresscodepf.aspx?sp=3&t=2&ar=AR06TERRAC&dp=MID+&div=MIDDLE+SCHOOL&name=TERRACE+COMMUNITY+MIDDLE+C>

Please visit the *Ibiley* website to view the mandatory uniform tops and bottoms required of all students.

Questions? Contact opena@tcmstornadoes.com





Grade 7 School Supply List 2017-2018

Homeroom

Tissues, paper towels, and Clorox wipes

All Classes: General School Supplies for School Year

- Pencils (non-mechanical)
- Variety colored pens & pencils
- Black/Blue pens
- Highlighters
- Glue sticks
- Scissors
- Hand-held closed pencil sharpener
- Erasers
- USB portable data storage device (4 GB)
- Loose leaf paper for all classes college-ruled
- 3 x 5 index cards

Supplies used at home: computer with internet access, printer and paper, etc

Language Arts

- Blue 3 subject notebook
- Blue folder with pockets and prongs

Math

- 4 – Single subject notebooks (college rule) – 1 for each quarter
- 2 - Red folders with pockets and prongs – 1 for each semester
- Scientific calculator CASIO fx-260SOLAR
- Graph paper
- Ruler
- Expo markers

Science

- **Pencils (mechanical preferred)**
- 1 box of Kleenex
- Lysol wipes
- 4 composition notebooks (1 for each $\frac{1}{4}$)
- 1 pack of scotch tape
- 1 folder (to keep science and vocabulary papers in)
- 2 packs of loose leaf papers

Civics

- 2 RED & 2 BLUE folders (not binders) with pockets and prongs
- 2 regular size (large) poster boards

*Additional required supplies will be noted on each class syllabus made available at the start of the school year.
Consumables such as required reading books, workbooks, etc. will be emailed out in July/August.

7th Grade Summer Reading

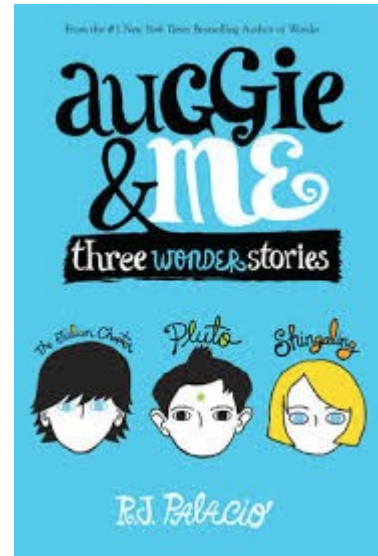
2017-2018 School Year

Each student will be required to read

Auggie & Me: Three Wonder Stories by: R.J. Palacio

Choose **one** of the assignment options below and complete. You will be asked to present your work when you return to school in August. This will count as your first quiz (minor assessment) grade.

1. Prepare an outline for a mix tape where you choose 4 songs: 1 representing the conflict, 1 the theme, 1 that represents a character, and 1 that symbolically represents any other aspect of the story (be creative with this one). Your song choices must include all of the 3 stories, so one for each and one story will be used twice.



On a poster board you will creatively write the title and artist for each song and write a detailed explanation for each song choice (neatly handwritten or typed). Include the specific story and part that makes you think of this song. Then for each song create a visual collage (your own artwork or from the internet) with pictures that represent each song.

2. Write a full 1-2 page letter to the author (this should be a typed final draft with clear revisions). You must address each prompt in its own paragraph: 1. Explain which story you liked the most and why, 2. which story you liked the least and why, 3. ask any questions you have about the story or the characters, 4. explain what you would have changed if you were the author, and 5. mention at least one thing that you will always remember from this novel and why. Please make sure you include an appropriate opening to the letter: who you are & your purpose for writing; and a closing: thanking the author for reading your letter.

3. For each story, make a timeline of 10 events. Focus on the important events and the order in which they occur in the novel. Each event must include: 1. who is involved?, 2. where are they?, 3. what obstacles did they face?, 4. why did the obstacle take place, and 5. was the problem resolved or did a new problem arise? Be sure to decorate your time line with pictures for each event and display on a poster board.

4. Make three information cubes about each story from the novel. Each cube is one of the three stories. There are 6 sides to each cube. This is what goes on each cube: 1. title of story & a summary, 2. list the characters & a description of each, 3. list and describe the setting(s) (meaning more than one), 4. what was your favorite part in each story & explain why, 5. what is the theme (life lesson or universal truth) for each story & include a line of evidence that teaches you this theme, and 6. an illustration/drawing of each story's resolution/ending with a one sentence explanation. The more detail you include the better. Use this link to access how to make the cube:

<http://www.origami-make.com/origami-cube.php>



Student Services/Admissions

Samantha Kahn, Director of Student and Personnel Services

samantha.kahn@tcmstornadoes.com

It is my pleasure to welcome you to TCMS for the 2017-2018 school year.

The good news is that once your child is enrolled as a student here, he or she will never have to enter the lottery again! You will be asked to complete an Intent to Return Survey in January of 2018 which will help us determine how many (if any) seats will be available for the lottery in February. If you have another child who will enter TCMS in 2018-2019 you will complete a Sibling Registration form in October. It is important that you complete one in order to reserve a spot for that child. **Please do not complete an online Lotterease online application for the sibling!**

Please be sure you complete all required enrollment paperwork listed in this packet in a timely manner...please adhere to the deadline of June 9th 2017. Please do not contact me to see if have received your paperwork. I will contact you in July letting you know if I am missing anything.

You will receive e-mails and newsletters on a regular basis from me. Please be sure to open and read them as they are, more often than not, sent on behalf of administration, guidance, clubs, cafeteria, etc. Many times, they contain dated material (i.e., deadlines for lunch orders, payment for field trips, etc.). We also have an online calendar that is updated weekly and can be accessed on the home page of our website.

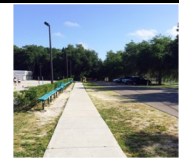
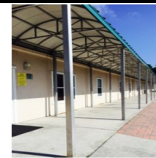
Our offices are closed on Fridays during the summer and the week of July 3rd, but I am always available to answer your questions!

Have a great summer, and I look forward to seeing you at the Open House on Wednesday, August 9th, 2017.



AM Drop-off and PM Pick-up Information

Scott LaBaw, Facilities Manager, scott.labaw@tcmstornadoes.com



AM Drop-Off

Students may be dropped off as early as 7:30AM where they may wait to enter the building at 7:45, when teachers report for duty. All children are supervised!

When approaching TCMS, please leave the left side of each of the roads (Walker, Coniglio and Jefferson) free for TCMS employees and/or emergency vehicles to have access to the campus.

Please be aware of the signage on Jefferson Road—you may not enter Jefferson Road during the specified times (**7:00AM-8:30AM, and 2:45PM-4:00PM**) All traffic must use Walker Avenue (the street behind Big Top Flea Market) and then proceed to Coniglio and Jefferson (see map on following page).

PM Pick-Up

Single car riders are picked up on the sidewalk on Jefferson Road, where the benches are located.

Carpool riders meet under the overhang along Building A. All students who are in a carpool are required to sit together.

Each year, two "First In Line" spaces for both single and carpool lines are made available as part of an annual/online fundraiser. Please be aware that these are reserved spaces and that the vehicle owners will have special hang tags that are displayed on their mirrors.



PLEASE DON'T TEACH YOUR CHILD TO BE A DISTRACTED DRIVER!

Please refrain from using your cell phones during the morning drop off at TCMS for the safety of TCMS students, faculty and staff who are in the parking lot during this time.

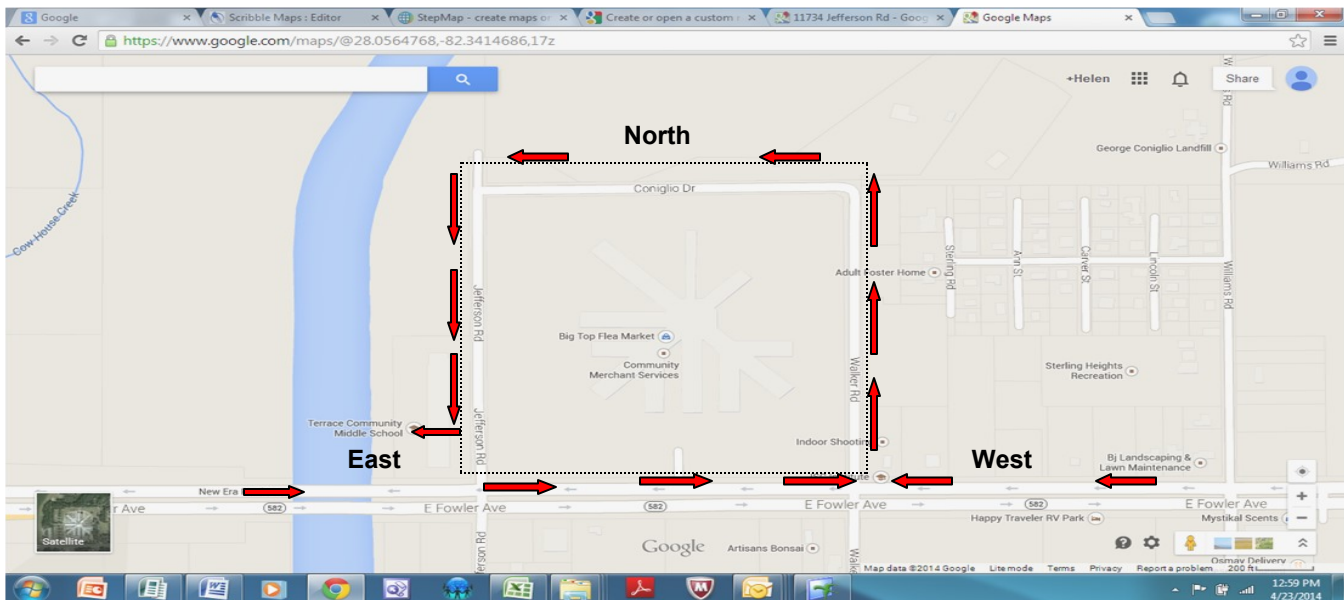
Unless you are contacting your child to let him or her know you are on your way for afternoon pickup, please refrain from using your cell phone as well.

We need your undivided attention while you are behind the wheel. Set a good example for your future driver.

Directions, Drop Off (AM) and Carpool Pick Up (PM)

East on Fowler:

Drop-off: Proceed to Walker Road (street behind Big Top Flea Market); turn left. Continue on Coniglio and turn right



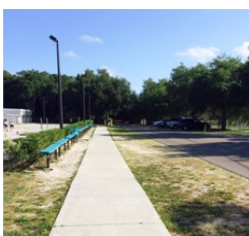
onto Jefferson Road.

Carpool (PM): Enter first entrance to parking lot and follow directions by faculty/staff members.

**AM Drop off & PM Carpool
Pick up →**

West on Fowler:

Drop-off: Turn left onto Walker Road. Continue on Coniglio and turn right onto Jefferson Road. Enter first entrance to parking lot and follow directions given by faculty/staff members.



← **Single car riders (PM):** form a line on the road along the sidewalk.



Café Services

Ms. Johnson, Café Manager, Cynthia.johnson@tcmstornadoes.com

Terrace Community Middle School does not participate in the School District of Hillsborough County satellite food service. School lunches will be catered by various local restaurants. Families will order online using <http://schoolcode.orgsonline.com/>. Smoothie King is also available once a week as a PRA fundraiser.

Terrace Community Middle School does not participate in the Federal Free and Reduced lunch program; however, if your family qualifies under the federal guidelines, please contact the Café Manager.

Menus are published in advance due to the time necessary to prepare the orders for each vendor. Payments are made directly to the school. Please contact the Café Manager if you do not have internet access. All lunches must be ordered and paid for on a monthly basis. Menus are posted online well in advance of the due date. **NO LATE ORDERS WILL BE ACCEPTED.** New menus will be posted online early morning and closed at midnight on the due date.

THERE ARE NO REFUNDS GIVEN FOR LUNCHES ORDERED FROM THE CAFÉ MENU. The Café Manager makes every effort to note field trips on the lunch order message board and it is the responsibility of the student and parent to make sure lunches are ordered correctly. If a student orders a lunch on a fieldtrip day he/she may pick it up in the café at the end of the school day.

Microwaves are available for students use. Please try to send items that take 5 minutes or less to heat. There are a limited number of microwaves for a large number of students. If your student brings a lunch from home please provide all utensils needed for the meal. Please do not bring glass containers. **Micro-wave popcorn is not allowed in the café as it is a fire hazard.**

Emergency Lunches are available to students who forget their lunches or money to purchase a lunch at the school store. Students will have a choice of macaroni and cheese, roman noodles, or chef Boyardee, chips or cookies and a drink. The cost is \$2.25. Emergency lunches can be paid at any time in the Café.

The school store is available during lunch hours. Items to purchase include easy lunch items, snacks, and drinks (water, flavored water, Powerade Zero, lemonade, and fruit punch). Please do not send bills larger than \$10.00.

With the exception of August, 2017 orders. You may begin online ordering starting July 18th (see the next page for instructions).

Need volunteer hours? Volunteering in the cafe is a great way to earn them! You can sign up to volunteer by clicking on the link included in the e-mail that lets you know when it's time to order.



Front Office Information

Ms. Shambaugh, Front Office, Holli.shambaugh@tcmstornadoes.com

Keep N' Track is the software system that TCMS uses for sign-in and sign-out purposes while you are on campus.

It is also used to keep track of volunteer hours, which includes on-campus volunteer hours and in-kind donations (*Please note: In-kind donations are entered manually. If you are making an in-kind donation, you must complete a form, located online and in our office.*) You will not receive credit towards your annual service hours without this form.

Each time you come to the school for on-campus volunteer work, conferences, TCMS Teach-In and various other activities, you will be asked to log in on the computer located in the main office and wear the name tag that is generated when you sign in.

There is a new way of volunteering at Hillsborough County Public Schools. The volunteer application will now be online. Please make sure that you fill out all necessary paperwork to volunteer before school starts by clicking on this link: [Volunteer Link](#)

Absences can be e-mailed to the school. E-mail Ms. Shambaugh at attendance@tcmstornadoes.com when your child will not be in school due to illness. **If your student is late/tardy, you must walk them into the front office. Students may be picked up ONLY during passing times.** Please refer to the bell schedules located in this packet for passing times. We do not like to disrupt the instructional time in the classroom in order to find a student. We ask you to let your child know to meet you in the front office at whatever passing time is closest to the time of the appointment. Students cannot be picked up in the main office after 2:45PM.

We look forward to the new school year, see you in August!

Terrace Community Middle School

In-Kind Donation Form

This form must be completed by a parent/guardian each time a donation is made in order to receive credit towards the annual 10 hours of service, per family, to TCMS*

Please return this form to the school with your donated item(s).

PLEASE PRINT:

Parent Name: _____

Student's Name: _____

Homeroom Teacher: _____

Amount of Time to Purchase and Deliver Items to School _____

Event donation(s) needed for: _____

List all donated items:

**Charter schools are not allowed to accept monetary donations in lieu of volunteer hours*

Ordering Lunches Online!!

ALL FAMILIES ARE ASKED TO SET UP AN ACCOUNT ONLINE FOR PROCESSING OF EMERGENCY LUNCHES.

All lunch orders should be placed online using the website order form. To place a lunch order, go to <http://schoolcode.orgsonline.com>. The link is also on the school website at www.tcmstornadoes.com. Go to Parents on the main page. Then click on the lunch/cafe link under Student Services. It will take you to the log-in page for ordering.

When you visit the lunch ordering website, here's how the system works: You'll be asked to ...

Log in if you are a returning family or

Complete your account setup information to activate your account; Our school code is 46TCMSFL

You will be asked to enter the name(s) of the children(s) for whom you are ordering:

Once your account information has been entered, you will see your account's Main Page showing options for:

Select GO TO LUNCH

Select PLACE LUNCH ORDER to submit a separate order for each student (or staff member) in your family who wants hot lunches. After you fill-in each person's online order form and CONFIRM IT, you will see a confirmation page for each order. A copy of each order confirmation will also be sent to you via email. As you enter orders, the total amount due for your family's orders will appear in the upper left corner of the screen listed as CURRENT BALANCE. After all current lunch orders have been submitted, select VIEW AMOUNT DUE. That page shows a recap of your family's current orders.

Payments can be made directly to the school by turning it in during homeroom. Please place your payment in an envelope marked with your Family Name that appears on the online system. Families with more than one student may pay with one check. Families may also pay by Paypal from our school website on our Lunch page. Please include the student/family name you are paying for in a memo/shipping details.

For future reference: If you happen to forget your password—relax! Please contact me directly and I will be happy to retrieve your password. You also can select the RETRIEVE MY PASSWORD option on the login page. If the personal question is answered correctly (case sensitive), the system will send your password to the email address recorded for your account.

You MUST process each order through until you see the Order Confirmation page. Do not stop until you see an Order Confirmation for the order being submitted. The system does not recognize an order until you see the Confirmation Page. We can not process your order if it has not been fully submitted & confirmed.



Guidance

Mrs. Jessica Wahnnon, Guidance Counselor, Jessica.wahnnon@tcmstornadoes.com

The school counseling department implements a comprehensive counseling program that is data driven, is preventative in nature, and includes ongoing evaluation as well as state and national standards in order to provide services and coordinate efforts to ensure that each student meets with academic, personal, and social success while at Terrace Community Middle School.

The counselor provides consultation with teachers, students and parents through screening, assessment and interpretation of student academic records in order to identify and resolve student issues and needs. The counselor provides interventions on academic and school adjustment issues, as well as personal/social issues as related to student success (i.e., after school study skills classes and individual counseling).

The counselor participates in orientation, articulation, and educational planning and course selection, while encouraging student and parent involvement. The counselor facilitates the integration of career awareness and life skills development into the curriculum.

The counselor functions as a positive force in the school, helping to create a climate in which all students' personal and developmental needs are addressed. The counselor involves faculty, students, parents, and the community in the process.

The counselor coordinates various school prevention programs, such as a research based Character Education program and a Bullying Prevention Program. The counselor coordinates student recognition opportunities including Do the Right Thing Awards, the Duke Talent Identification Program, and the Presidential Service Awards.

The counselor also offers small-group counseling opportunities based on student need including Study Skills, a course (one day per week) designed to help students develop good study habits. The main topics covered are organizational skills, time management, active note taking and preparing for tests. Each student assesses his or her own strengths and weaknesses, and receives practical tips on improving study habits. As a result, students will become more comfortable with the academic demands of TCMS. Study Skills is offered at the start of the first semester and, based upon need, at the beginning of the second semester.



Clinic

Caryl Kloppenburg, LPN, caryl.kloppenburg@tcmstornadoes.com

CLINIC CELL NUMBER DIRECT: 813-635-6555

We ask that you do not send your child to school if any of the following signs/symptoms listed below are present:

- Vomiting or diarrhea within 24 hours
- Fever within 24 hours (100F or higher)
- Sore/red throat
- Red, watery eyes
- Rash
- Earache, drainage from ears
- Excessive mucus from nose (runny nose), especially greenish-yellow mucus.

A physician's order is required if your child needs crutches while at school.

State-mandated health screening programs will be held throughout the year at various times. These screenings may include: vision, hearing, height and weight measurements and scoliosis. Parents or legal guardians must inform the school, in writing, if they do not want their student to participate in any portion of this program.

If your child is on prescription medication, it must be brought in the pharmacy-issued container by a parent or a legal guardian. Over the counter medication must have a physician's note and be supplied by the parent.

STUDENTS must be fever free (under 100) for a full 24 hours before returning to school without the use of fever reducing medication.

7th grade students ONLY are required to produce documentation from their pediatrician or Public Health Department of the tetanus/diphtheria pertussis booster prior to the first day of school.

Please ensure that you have an updated emergency card with correct contact numbers on file with the school. Students who are ill will only be released to persons listed on their emergency cards with a valid photo ID.



Athletics

Robert Negron, Athletic Director, Robert.negron@tcmstornadoes.com

We are excited to offer our students the opportunity to represent our school in the local sports arena where friendly and challenging competition is valued.

Not only do we expect our students to perform to their highest abilities in the classroom, but we also like to encourage our students to become well-rounded individuals who know how to carry themselves as responsible athletes at all times on the field of play. Our teams compete against other charter and private schools in the Tampa Bay area.

All students interested in participating must first have the school-wide Consent Form and Liability Waiver for afterschool activities completed and on file. This form is completed online and the link to the form is located in this packet. Also, in order to try-out for any team, the Hillsborough County Pre-Participation Sports Physical for your child will also need to be on file. These are to be turned in to Nurse Kloppenburg. The most current form can be found at this page:

<http://www.sdhc.k12.fl.us/doc/list/athletics/student-forms/39-285/>

While the Sports Physical only needs to be turned in before the tryout your child plans on attending, we encourage our families to visit their primary doctor or walk-in clinic to complete this over the summer in order for your child to be able to tryout for our teams immediately starting in the Fall. This form is different than the Florida Dept. of Health's "School Health Entry Exam," and is good for the entire school year.

Once those forms are in, students may attend tryouts for the specific team on their assigned tryout dates. Tryout information will be email to parents and posted throughout the school as seasons approach. After their tryout, if selected to the final roster, students must meet our academic requirements of having a 2.5 GPA or higher, and no "F's".

All TCMS students are encouraged to participate in Tornado Athletics.

SEASONS

FALL: Girls Volleyball, Boys Soccer, and Boys/Girls Cross Country

WINTER: Boys Basketball, Girls Basketball, Boys Flag Football, and Girls Soccer

SPRING: Baseball, Boys and Girls Track





Transportation often presents some difficulties for families at our school.

In order to alleviate some of these difficulties, TCMS is working with the Tampa Bay Area Regional Transportation Authority (TBARTA) Regional School Commute Program to provide free carpool matching assistance for families who are interested in sharing the commute to and from school.

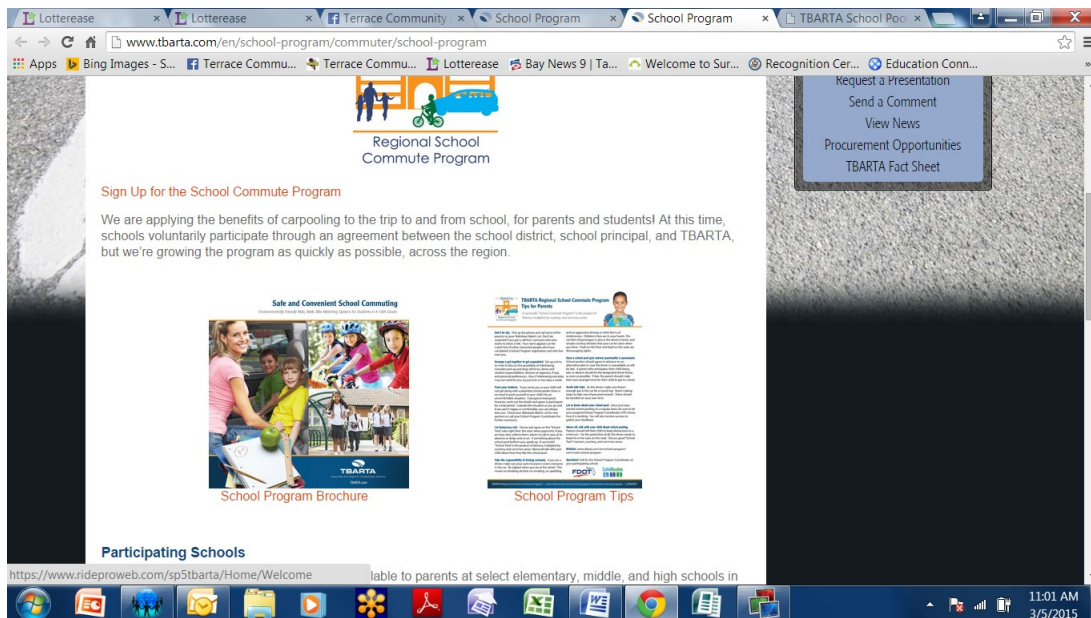
Interested families who complete the School Program registration will receive a list of names and phone numbers (match list) of families from the same school who live in the same area and are also interested in sharing commutes to and from school. Home address information is confidential and only the closest major intersections are included on the list. Families receiving a match list are not obligated to participate and can arrange to use the service as a backup.

This program only matches families at the same school where other parents have registered. The more families that participate, the better opportunity the program has to provide matches!

If you are interested in participating, please register online at:

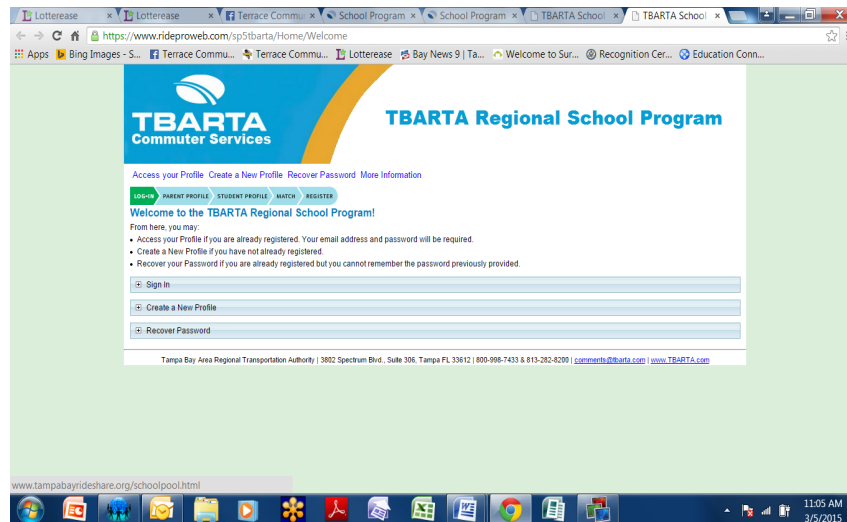
<http://www.tbarta.com/en/school-program/commuter/school-program>

Screen 1: Click “Sign-Up for the School Commute Program”:



Continued from page 11

Screen 2: Select “Create a New Profile”:



Please note:

Your home address is never shown on match lists. The system uses intersection to determine matches.

If the school name is not in the School drop-down menu in the “Create Student Profile Tab”, the School Program Coordinator should contact the District Level Coordinator. (Ms. Tahvia Shaw, the principal, is the school’s Program Coordinator. You may contact her at 813-987-6555).

Please note: Parents may have the option to check boxes for interest in walking school bus and/or interest in bike train; however, below is our policy on non-motorized transportation which appears in the 2016-2017 Student and Parent Handbook:

940.07 Policy on Non-Motorized Transportation from School

It shall be the policy of Terrace Community Middle School that students are not allowed to walk or ride bicycles from home to school and from school to home. The exception(s) to this rule shall be as follows:

- a) The parent(s) or guardian has communicated the desire by e-mail or phone for the student to walk.
- b) The parent(s) or guardian has spoken personally with an administrator and not a designee.
- c) Student’s parent(s) or guardian must send a letter to school Administration releasing TCMS of any liability.
- d) The final destination of the student is no more than 1 mile (+ ¼) from the school
- e) The student does not have to navigate across thoroughfare where there is no crossing guard and flashing cross walk lights to slow speed, or an overhead enclosed pedestrian bridge that allows for safe passage across the thoroughfare.

One last note...

TBARTA requests that you do not contact them directly. Please contact Ms. Shaw, the School Program Coordinator, with questions (tahvia.shaw@tcmstornadoes.com or 813-987-6555).



We are excited to welcome you to the 2017-2018 school year, and hope that you will join us as we continue to build a strong PRA community in this school.

We have many innovative and inspirational programs planned for the new school year and we invite you to help make these programs and projects a reality! The PRA is open to all TCMS parents who can contribute time, talent, support and materials as needed.

Decades of research makes it clear that parent involvement in a school makes a huge difference. Recent studies have found that when parents are involved, students have higher grades, test scores and graduation rates. So how can you be involved in your child's school? First, find the right balance and be realistic about what you can contribute as far as your time and involvement is concerned. Get involved in a sustained and meaningful way.

We have learned that, in a school setting, parents truly want to be able to actively help their children succeed academically, emotionally and personally. With this in mind, an organization such as PRA builds a bridge between home and school. When a parent gets involved with PRA, the child who benefits most is his or her own. The PRA allow parents to more fully integrate their family into the life of our school.

The PRA Coordinators are TCMS parent volunteers who manage a particular event or program. This team works very hard to recruit more parent volunteers and together drive the success of fundraising efforts as well as grade level programs. An email was sent out in May asking for volunteers.

We will notify you soon about when our PRA meetings will be scheduled, and we encourage you to attend these meetings as often as possible. The PRA is a platform where you, as parents, can share innovative ideas and make a direct impact on your child's school environment.

TCMS truly appreciates and values the role that our parents play in the PRA community. Please get involved...you will be glad you did!



Karan Orbegoso, PRA Representative to the Board

**Terrace Community Middle School
2017-2018 School Year
Bell Schedules**

Duty Report Time for Faculty is 7:45am
Drop Off Time For All Students Begins at 7:45am
First Bell – 8:15am Tardy Bell – 8:20am

Grade 6

Period	Class Time	Lunch
Homeroom	8:20-8:30	
Period 1	8:35-9:30	
Period 2	9:35-10:30	
Period 3	11:10-12:05	'A' Lunch 10:35-11:05
Period 4	12:10-1:05	
Period 5	1:10-2:05	
Period 6	2:10-3:05	
PERIOD 7	3:10-4:05	

Grade 7

Period	Class Time	Lunch
Homeroom	8:20-8:30	
Period 1	8:35-9:30	
Period 2	9:35-10:30	
Period 3	10:35-11:30	
Period 4	12:10-1:05	'B' Lunch 11:35-12:05
Period 5	1:10-2:05	
Period 6	2:10-3:05	
PERIOD 7	3:10-4:05	

Grade 8

Period	Class Time	Lunch
Homeroom	8:20-8:30	
Period 1	8:35-9:30	
Period 2	9:35-10:30	
Period 3	10:35-11:30	
Period 4	11:35-12:30	
Period 5	1:10-2:05	'C' Lunch 12:35-1:05
Period 6	2:10-3:05	
PERIOD 7	3:10-4:05	

Period 7 is used for tutoring, extracurricular activities, meetings, sports, and clubs.

Early Release Bell Schedule First Bell – 8:15am Tardy Bell – 8:20am

Grade 6	
Homeroom	8:20 – 8:30
Period 1	8:35 – 9:10
Period 2	9:15 – 9:50
Period 3	9:55 – 10:30
Period 4	10:35 – 11:10
LUNCH	11:15 – 11:45
Period 5	11:50 – 12:25
Period 6	12:30 – 1:05

Grade 7	
Homeroom	8:20 – 8:30
Period 1	8:35 – 9:10
Period 2	9:15 – 9:50
Period 3	9:55 – 10:30
Period 4	10:35 – 11:10
Period 5	11:15 – 11:50
LUNCH	11:55 – 12:25
Period 6	12:30 – 1:05

Grade 8	
Homeroom	8:20 – 8:30
Period 1	8:35 – 9:10
Period 2	9:15 – 9:50
Period 3	9:55 – 10:30
Period 4	10:35 – 11:10
Period 5	11:15 – 11:50
Period 6	11:55 – 12:30
LUNCH	12:35 – 1:05

One- Hour Early Release Modified Bell Schedule

Grade 6	
Homeroom	8:20 – 8:30am
Period 1	8:35 – 9:20am
Period 2	9:25 – 10:10am
Lunch	10:15 – 10:45am
Period 3	10:50 – 11:35am
Period 4	11:40am – 12:25pm
Period 5	12:30pm – 1:15pm
Period 6	1:20pm – 2:05pm

Grade 7	
Homeroom	8:20 – 8:30am
Period 1	8:35 – 9:20am
Period 2	9:25 – 10:10am
Period 3	10:15 – 11:00am
Lunch	11:05 – 11:35am
Period 4	11:40am – 12:25pm
Period 5	12:30pm – 1:15pm
Period 6	1:20pm – 2:05pm

Grade 8	
Homeroom	8:20 – 8:30am
Period 1	8:35 – 9:20am
Period 2	9:25 – 10:10am
Period 3	10:15 – 11:00am
Period 4	11:05 – 11:50am
Lunch	11:55am – 12:25pm
Period 5	12:30pm – 1:15pm
Period 6	1:20pm – 2:05pm

Extended Homeroom Bell Schedule First Bell – 8:15am Tardy Bell – 8:20am

Grade 6	
Extended Homeroom	8:20- 9:00
Period 1	9:05-9:55
Period 2	10:00-10:50
Lunch	10:55-11:25
Period 3	11:30-12:20
Period 4	12:25-1:15
Period 5	1:20-2:10
Period 6	2:15-3:05

Grade 7	
Extended Homeroom	8:20- 9:00
Period 1	9:05-9:55
Period 2	10:00-10:50
Period 3	10:55-11:45
Lunch	11:50-12:20
Period 4	12:25-1:15
Period 5	1:20-2:10
Period 6	2:15-3:05

Grade 8	
Extended Homeroom	8:20- 9:00
Period 1	9:05-9:55
Period 2	10:00-10:50
Period 3	10:55-11:45
Period 4	11:50-12:40
Lunch	12:45-1:15
Period 5	1:20-2:10
Period 6	2:15-3:05

TCMS | 2017-2018 CALENDAR

July 31st Teacher Pre-Planning
8 Grade 6 Orientation 6pm
9 Open House All Grades
10 First Day of School

AUGUST '17						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

FEBRUARY '18						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

12 2018-2019 Lottery 4pm

4 Labor Day-No School

SEPTEMBER '17						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

MARCH '18						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

9 End of 3rd ¼ Early Release Literacy Symposium

12-16 Spring Break
30 No School Teacher Work Day Good Friday

6 End of 1st ¼
13 No School Teacher Work Day
13 Fall Festival

OCTOBER '17						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

APRIL '18						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

10 No School Veterans Day
14-17 DC Trip for 8th Grade
17 TCMS Teach In
20-24 Thanksgiving Break

NOVEMBER '17						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

MAY '18						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

23-25 End of Year Exams- Early Release Days

25 Last Day of School

29 Office Summer Hours Start- Last Day for Teachers





20-22 End of Semester Exams: Early Release Days

Dec 23-Jan 7 Winter Break

DECEMBER '17						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

8 Students Return
15 M.L. King Day-No School
27 Open House for New Applicants 9-11am

JANUARY '18						
S	M	T	W	Th	F	S
1	2	3	4	5	6	
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

 School Closed-Holidays
 Exams
 Teacher Work Days
 No School

Semester 1: 89 days
 Semester 2: 94 days
 Total: 183

2017-2018 School Year Calendar
Terrace Community Middle School #6606
Administration reserves the right to change dates as needed

To Be Approved at the November 2016 Board of Directors Meeting
Rev. 3/27/2017

New Teacher/Employee Orientation	July 20th, 2017
Teacher Pre-planning	July 31st, 2017
First day of school	August 10, 2017
LABOR DAY – NO SCHOOL	September 4, 2017
End of Quarter 1	October 6, 2017
NO SCHOOL/Teacher Work Day*	October 13, 2017
VETERAN'S DAY- NO SCHOOL	November 10, 2017
Thanksgiving Holiday	November 20-November 24, 2017
Students return to school	November 27, 2017
End of Quarter 2/End of Semester 1	December 22, 2017
WINTER BREAK	December 25, 2017-January 5, 2018
Students and teachers return to school-Semester 2 begins	January 8, 2018
MLK Day- NO SCHOOL	January 15, 2018
End of Quarter 3/Early Release Day	March 9, 2018
SPRING BREAK	March 12-March 16, 2018
Students/Teachers return to school	March 19, 2018
NON-STUDENT DAY/Teacher Work Day	March 30, 2018
Last day of school (8 th Grade)	May 25, 2018
Last day of school (6 th and 7 th Grade)/End of Quarter 4	May 25, 2018
Semester 1	89 days
Semester 2	94 days
Total days (6 th and 7 th Grade)	183 days
Total days (8 th Grade)	183 days

EARLY RELEASE DAYS*

Semester 1 Exams	Dec. 20, 21 & 22 2017
Semester 2 Exams	May 23, 24 & 25 2018
TCMS Teach-In	November 17, 2017
Symposium/ End of 3 rd Quarter	March 9 th 2018

**TCMS does not follow the school district's early release schedule **

8 th Grade Washington, DC trip/local field trips	November 14-17, 2017 *Dates are subject to change
7 th Grade Marine Lab trip/local field trips	April 25-27, 2018 *Dates are subject to change