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This booklet is published for the use of parents and students of Ralston Middle School. Every attempt was made to ensure the accuracy of the information contained in the booklet.

Ralston Middle School Office Staff

Principal	Maggie O'Reilly	637-4880	moreilly@belmont.k12.ca.us
Vice Principal	David Schrag	637-4880	dschrag@belmont.k12.ca.us
Dean of Students	Todd Feinberg	637-4880	tfeinberg@belmont.k12.ca.us
Counselor	Michelle Myers	637-4880	msmith@belmont.k12.ca.us
Administrative Assistant	Laura Gosch	637-4880	lgosch@belmont.k12.ca.us
Administrative Assistant	Audree Payne	637-4880	apayne@belmont.k12.ca.us

Mission

Ralston Middle School strives to provide a nurturing environment where all students, parents and staff pursue academic excellence and participate fully in the life of the school.

The Ralston School Mission Statement, developed by staff, parents and student representatives to our School Site Council, serves as a framework for our school's goals and priorities. This spirit of partnership pervades all that we do at Ralston.

Ralston's basic mission is to provide a strong instructional program that focuses on the diverse needs of middle school students. We believe that academic excellence is our most important attribute and our highest priority. We also believe that a program of excellence provides students with enrichment experiences that extend the basic curriculum.

Ralston School is characterized by:

- A safe, orderly, attractive campus
- A rigorous academic core curriculum
- A rich elective program
- A strong student support system
- A wide range of extracurricular activities
- A firm commitment to technology in the classroom
- A dedicated and competent professional staff
- A supportive and involved parent community
- An energetic, enthusiastic, and highly capable student body
- A deep commitment to community service

Student Expectations, Rules & Guidelines

Hours

Students are expected to be on time daily. School hours are from 8:20 a.m. to 3:02 p.m. Students are not to arrive before 8:00 a.m. If you are not involved with an organized or supervised after-school activity, you are to go directly home and be off campus by 3:25 p.m. Students may not "hang around" the gym, playground, or field after school.

Ralston is a closed campus and students are not allowed off campus during school hours. **All visitors must sign in at the office.**

Tardiness Policy

Coming to class late is disruptive and robs the entire class of valuable learning time. Students who arrive late to school must report to the office. **Excused tardies are those resulting from illness, a medical appointment, or religious observance or family emergency.** A note from a parent or doctor explaining the reason for the tardiness should be brought with the student. Tardiness is defined as being late for school, whether it is one minute or one class period late. Consequences are progressive and may range from warnings, campus clean up, detention, parent conferences, Saturday School, to suspensions. Truancy violations may result in more serious consequences (See Absences).

Three unexcused tardies will constitute an absence or a missed day of school.

Absences

Please immediately call **261-6753** to report any absence.

Regular daily attendance is expected of all students. Excused absences are those resulting from illness, injury, or visits to medical appointments. It is best to plan medical and dental appointments so they don't interfere with school. Parent requests for homework can be made via the office and will be provided if a student absence is longer than three days due to a serious illness or injury.

Students are expected to attend every class every day (no cutting). Unexcused and excessive absences or tardiness may result in violation of the City of Belmont truancy ordinance. A student found in violation of the ordinance could receive

penalties ranging from a written warning, citation and parents contacted by the

Belmont Police Department, to a citation forwarded to the Juvenile Traffic Court, which can impose fines from \$35.00 to \$150.00.

Independent Study Forms

If you must be away from school for more than five days due to unavoidable family trips, be sure to check with the office at least three days before the absence for an Independent Study Form. You will take the form to your teachers who will give you assignments. Your teachers, parents and the principal will sign the form with your work attached upon your return.

Homework

Homework is an important extension of the school's instructional program. Students may be assigned 4-6 hours per week of homework, as needed. Homework is to be a well-established part of your educational program. Homework forms an important part of every teacher's grading criteria. All Ralston students are expected to do and return all homework assignments. To ensure that both students and parents understand homework assignments, assignments should be recorded in a school planner each day. Teachers can sign for verification of assignments upon student request. Students are expected to contact a "Homework Buddy" to determine class and homework assignments, to clarify details of assignments and to determine missed assignments due to an absence. Parent requests for homework can be made via the office and will be provided if the student is absent **beyond three days** due to serious illnesses.

Homework Club

Homework Club is organized by grade level. Each grade supervises its own students. The clubs meet up to three days per week, M, T, TH.

The Homework Club is an after-school program, which runs from 3:10-4:10. Students are expected to be on time to homework club. There is a 4:30 bus available.

Dress Code

Dress and grooming should be modest, neat, clean, and compatible with educational activities.

- Clothing and jewelry that is distracting, extreme, controversial, drug-, alcohol- or gang-related are not allowed.
- Ethnic slurs, suggestive statements, hate messages, or slogans endorsing drugs, violence or sex are strictly prohibited.
- Wearing, carrying or displaying slogans, initials, colors, or attire that advocates gang participation is prohibited.
- Recreational clothing such as bike pants, running shorts, bare midriffs, tank tops (having less than 2" straps), mesh shirts, see-through shirts and blouses, cut off, ragged/shredded jeans with holes, or sagging pants or shorts or any clothing decorated with safety pins are prohibited.
- Undergarments are not to be exposed.
- All tops must cover the upper shoulders and not hang loose under the arms. Tops must also be long enough to be able to be tucked in when students' hands are raised.

- Clothing must not be shorter than length of fingertips at your side.
- Shoes must be worn at all times. High heels, slip-on sandals and flip flops are prohibited. Shoes must have a back or a strap which goes around the heel.
- Hats and sunglasses may not be worn inside any school buildings.
- Bandanas of any color may not be brought to or worn at school.
- No spike/studded necklaces, bracelets, or other accessories may be worn. No chains of any kind may be worn, except for standard necklaces.

The school dress code also applies to all school activities and events.

Promotion Ceremony

Information regarding our promotion activities will be provided in early spring.

Student Responsibility

- Students are expected to help maintain a clean campus. There are many trash cans throughout the campus. Students need to dispose of all trash appropriately.

Discipline & Behavior

General Discipline Rules

Ralston maintains a strict discipline code to ensure a safe learning environment for all students. The administration and faculty support a caring philosophy that respects the dignity and rights of each student. The Board of Trustees has a policy on discipline intended to improve the effectiveness of the school program by guiding students to develop patterns of reasonable and responsible behavior, protecting the learning opportunities of the majority, and providing help for those experiencing difficulty. Students are expected to follow all classroom and school rules. All school rules are applicable on the way to and from school as well as during the school day.

In general, disciplinary actions are progressive and range from informal talks, campus clean up, detentions, conferences, parent involvement, Saturday school, suspension, to expulsions. However some offenses are more serious and require more serious and immediate consequences. The school is required to uphold the local, state, and federal laws as they pertain to youth in our community.

Behavior Expectations

All students are expected to be courteous and respectful to all peers and adults on campus. Running in hallways is not allowed due to safety issues. Students who disrupt the educational process, defy authority, vandalize property or engage in other illegal activities will be subject to immediate discipline. The use of profanity, obscene language and verbal abuse, will not be tolerated. Ethnic, racial or religious slurs. Physical aggression, fighting, or threatening to cause physical injury to another person will result in severe consequences. "Play fighting" is not allowed at school.

- ◆ Excessive displays of affection are not allowed.
- ◆ Falsifying or altering absence notes or any school document, or forging parent signatures is illegal.
- ◆ Cheating on assignments or tests will result in an F on that assignment/test. A second violation may result in an F for the trimester.

Academic Honesty Policy

At Ralston School students are held to the highest standard of ethical conduct. We value a climate of honesty, courtesy, integrity, and concern for others. Cheating and other forms of academic dishonesty is an obstacle to achieving these goals.

Cheating is taking (or lending) a person's work, information, ideas, research, and documentation, without properly identifying the originator.

The teacher's professional judgment will determine whether cheating has occurred. Students are reminded not to give the instructor cause to consider their actions suspect. To avoid inadvertent dishonesty the following list, which is not to give the instructor cause to consider their actions suspect.

- Looking at someone else's paper during an examination, test, or quiz
- Talking with another student during an examination, test, or quiz
- Using any kind of "cheat notes"
- Letting someone else see one's own or another's paper during an examination, test, or quiz
- Copying work assigned to be done independently or allowing someone else to copy one's own or another's work, including computer generated information and programs
- Since individual teachers hold different expectations with regard to homework, it is the responsibility of the individual teacher to clarify to the student his/her expectations regarding individual assignments. These may include take-home tests, group reports, special projects, etc.
- Copying or closely paraphrasing sentences, phrases, passages, images or sounds from an incited source, including the internet, while writing a paper or doing research
- Giving test information to other students in other periods of the same teacher/same course
- Submitting individual projects not wholly one's own
- Fabricating or altering laboratory data

Items/Behaviors not allowed at Ralston

Items distracting or unnecessary in an educational environment are not allowed. This includes: electronic games, large marking pens, projectiles, laser pens, skateboards, roller blades, razors, lighters, matches and any explosives. Phones must be turned off and left in lockers. They may not be on during the hours of 8:00 am – 3:02 pm. If a phone rings/vibrates, it will be confiscated and returned to a parent only.

For safety reasons, electronic devices, including but not limited to ipods, etc. that impedes the student safety to hear or communicate with Ralston staff, must be kept in lockers/backpacks at all times while on campus. Consequences for using these items at school: campus clean up, detention, confiscation, parent contact, Saturday school.

Gum chewing is not allowed on campus.

Selling of any items during school hours is strictly prohibited. Items will be confiscated.

Drugs, Tobacco, Alcohol, and Weapons — Zero Tolerance Policy

State law mandates that student possession, use, or sale of drugs, alcohol or weapons of any kind, or their **facsimile**, will result in a required suspension and possible recommendation for expulsion to the Board of Trustees. Expulsion is a dismissal from Ralston Middle School. All such incidents will be reported to the local police department.

Possession of any tobacco products or paraphernalia by anyone under the age of 18 will be in violation of Penal Code Section 308(b). Belmont Police will cite students who may be punished by a fine of \$75 or 30 hours of community service.

Consequences for Inappropriate Behavior

Students who become involved in problem behavior will be subject to certain disciplinary actions. Depending upon the behavior problem of the student, the action taken will be according to Board policies and state law.

Visitors

Visitors under the age of 18 are not permitted during the school day. All adult visitors **must** sign in the office.

Inappropriate Behavior	Possible Consequences
Cheating	Informal talk, parent involvement, "0" grade for assignment/test, possible impact on grade, campus cleanup, detention, suspension
Tardiness	Informal talk, parent involvement, campus cleanup, detention, suspension
Defiance of authority.....	Conference, parent involvement, detention, suspension
Disorderly conduct	Informal talk, parent involvement, suspension
Dress code	Informal talk, conference, parent involvement, change of clothes
Verbal abuse	Informal talk, conference, suspension
Forgery	Parent involvement, suspension
Theft	Parent involvement, suspension, expulsion
Smoking or possession of tobacco or products..... (Matches and lighters are not allowed)	Parent involvement, suspension
Destruction of property	Parent involvement, suspension, expulsion
Fighting	Parent involvement, suspension, expulsion
Alcohol.....	Suspension, expulsion

Physical assault or battery	Suspension, expulsion
Arson.....	Suspension, expulsion
Drugs and look-a-likes.....	Suspension, expulsion
Any weapon, including <u>any</u> knife	Suspension, expulsion
Extortion or robbery	Suspension, expulsion
Explosive devices, including firecrackers.....	Suspension, expulsion

Definitions of Disciplinary Action

Informal talk: A school official (teacher, administrator or counselor) will talk to the student and try to reach agreement regarding student behavior.

Conference: A formal conference is held between the student and one or more school officials. During this conference the student must agree to correct his/her behavior.

Detention: Students may be assigned detention for disciplinary or other reasons at lunch. If a student does not appear for an assigned detention, the detention time is automatically doubled. The 2nd no show for detention results in a Saturday school. Ralston staff will notify parents regarding multiple detentions. Detention is at lunch from 12:24-1:04 on Tuesdays and Thursdays.

Parent Involvement: Parent(s) are notified by telephone, personal contact, letter or certified letter. A conference may be conducted between the student, his/her parent(s), appropriate school personnel and any other individuals concerned. A student performance contract may be used. (Education Codes 48925(d) and 48911(d).)

Saturday School: Students may be assigned to school on Saturday in lieu of more serious disciplinary actions.

Class Exclusion: A student may be assigned a location in the school at the discretion of the Principal or designee for offenses for which class suspension is permitted.

Suspension: The student is informed that he/she is subject to a suspension (five to ten days or less). The student's parent(s) or legal guardian is notified by telephone that the student is subject to a suspension. The student is temporarily removed from school as a consequence of inappropriate behavior. Following the suspension and a parent conference, the student may be able to return on a specific date with specific agreements about future behaviors.

Expulsion: The student is informed that he/she is subject to expulsion. The student is also informed regarding the due process procedures. The student's parent(s) or legal guardian is notified by telephone and certified letter that their child is subject to expulsion.

Notification to the parent(s) or legal guardian must include clear instructions regarding the due process procedure. The Superintendent will recommend to expel the student to the Board of Trustees. The due process procedure is immediately initiated. The expulsion does not become effective until the due process procedures have been completed. All suspensions and expulsions are recorded in the student's file.

Student Resources & Materials

Textbooks

The school issues all required textbooks for your studies. These books are very expensive. Students are accountable for the care and safekeeping of all books issued to them. If a student loses or damages a schoolbook, they are responsible and will be charged for the replacement of the book at current prices. **ALL TEXTBOOKS ARE TO BE COVERED.**

Lockers / Valuables

Lockers are issued to students, as a convenience, by the school. Students are reminded that the **SCHOOL IS NOT RESPONSIBLE FOR ANY THEFT OR VANDALISM THAT MAY OCCUR. BE SURE TO KEEP YOUR LOCKER COMBINATION CONFIDENTIAL.** Lockers are for your personal belongings. All lockers must have a school combination lock and are not to be shared. Lockers are subject to inspection at any time. Valuable items or large sums of money can be dropped off in the office and retrieved at the end of the day. Students may not change lockers without the permission of the homeroom teacher. **Backpacks must be left in lockers. They are not allowed in classrooms.**

Physical Education (PE)

Boys and girls are expected to dress for and participate in PE class **EACH DAY**. Uniforms may be purchased from the PE Department. A doctor's note is required if a student is to be excused from PE for more than three days. Students who are excused must report to the PE class and be under a teacher's supervision. Students are encouraged to develop good personal grooming habits. PE locks and lockers are issued to every student and must be used to secure all belongings during PE class.

The school is not responsible for any theft or vandalism that may occur.

Technology Use

Students are responsible for good behavior and good care of all equipment. A computer network is provided for students to conduct research and to communicate with others. Access to network services is given to students who agree to act in a considerate and responsible manner. Parent permission is required. Access is a privilege, not a right. Students are not permitted the following:

- Text messaging
- Sending or displaying offensive messages or pictures
- Damaging computers, computer systems or computer networks
- Using another person's password
- Trespassing in another person's folders, work or files
- Intentionally wasting limited resources

Violations may result in loss of access as well as other disciplinary or legal action.

Computers and the Internet

During the school year students are allowed to use computers and the Internet to help them in many ways. Before students are allowed to use the school computers, they need to understand the rules for computer use. The basic rules for computer use in the Belmont-Redwood Shores School District are listed below. Teachers will explain many of these rules before students are assigned to work with the computers.

The use of the school's computers and the Internet resources is a privilege, not a right.

If someone intentionally violates any of the rules for computer usage, they may be denied access to any district computer and may be subject to disciplinary action.

Before a student is allowed to use any school computer, the student and his/her parent(s) must sign the District's "Computer Use Agreement". This signed agreement must be on file with the schools principal.

Rules for computer use:

The school's computers are to be used only for school assignments (or school-related activities).

Students are never allowed to disclose personal information over the Internet. The use of "chat rooms" and establishment of personal e-mail accounts is not allowed.

It is each student's responsibility to avoid the intentional misuse or abuse of the computers.

Misuses of the computer include:

- Using the computer to access sites that contain obscene or pornographic material
- Using the computer to create or access files that promote racism or sexism
- Using the computer to create or access files that may include inappropriate language or graphic content
- Using the computer to send or receive personal or inflammatory messages

- Accessing a computer using someone else's password

Abuses to the computer equipment include:

- Modifying computer settings (without a teacher's permission)
- Erasing or deleting files that belong to other students
- Deleting or modifying software programs from the computer
- Intentionally placing a computer "virus" onto a computer
- Copying software from or onto a school computer (without a teacher's permission)
- Theft or vandalism of hardware or software

Communication

Grades, Honors & Promotion

There are three 12 - week grading periods with report cards (November, March, June). At each mid-trimester (October, February, and April) progress reports are mailed home to inform families of any possible areas of concern.

Teachers are required to complete progress reports for students receiving a C- or below, with additional communication before the end of the trimester. We encourage parents to contact the teacher for clarification once the progress report has been received.

The report cards and progress reports are designed to help you and your family evaluate your school progress. Grades are issued on the basis of academic work, effort, and progress. The teacher is the sole judge of the grade given.

The trimester grades are used to determine the grade point average (GPA) for each student. Students may qualify for the Principal's List

(GPA 4.0) or Honor Roll (GPA 3.5 or above) with "outstanding" or "satisfactory" marks in citizenship.

For promotion and graduation of an eighth grade student, the student must attain at least a 1.5 grade point average on a 4.0 scale during

the seventh and eighth grade years in all classes.

Trimester grades will be used to determine grade point averages (GPA) based on the following point equivalents:

	A = 4.0	A- = 3.7
B+ = 3.3	B = 3.0	B- = 2.7
C+ = 2.3	C = 2.0	C- = 1.7
D+ = 1.3	D = 1.0	D- = 0.7
	F = 0	

Report cards also include marks for citizenship and work habits. Teachers may clarify grades with comments such as, "homework late/missing", "tardiness/absences a problem", "fails to dress for PE", etc.

Hand Held Progress Reports

Periodic or weekly progress reports are available upon teacher/office request. Students and their families can easily monitor academic progress using these progress report sheets. These hand-held progress reports are usually routed to all or selected teachers on Friday. Students are responsible for obtaining forms and routing them.

Parent Conferences

All Ralston teachers are available to conference with parents by appointment. To contact a teacher, please call the school at 637-4880. Formal parent conferences for all interested parents will be scheduled during the month of November. Please watch for specific details.

Ramtracks

Ramtracks is a monthly newsletter published by the Ralston PTA. It contains information relating to the events at school, information parents and students will find useful, a calendar

of monthly activities, and letters from the PTA President and the Principal.

Rampage

Rampage is a student newspaper published times during the year by the Journalism elective class.

Student Activities & Services

After-School Clubs

The Ralston PTA sponsors three, 6-8 week sessions of after-school clubs. Some of the offerings in the past have included Flamenco Dancing, Games, Running Club, etc. New areas of interest are added based on instructor preference and student demand. Flyers are distributed to students for sign-ups.

After School Sports Program

Ralston has an active After-School Sports Program that emphasizes participation and sportsmanship. This program is operated by joint agreement between Ralston School and the Belmont Parks and Recreation Department. Participation in this program is a privilege. Academic and behavioral standards are as follows:

- All students must have earned a 2.0 or better grade point average in core classes to participate in the after school sports program.
- Students may get documentation via weekly progress reports to verify their academic eligibility.
- Students must also maintain good attendance and satisfactory behavior.
- Student **MUST** be in school to participate in the practice and/or game that particular day.

- Information about the Ralston sports program is available at <http://worknotes.com/ca/belmont/ralstonathletics>

If a student receives a one-day suspension, that notice serves as a warning regarding his/her participation in the after school sports program. Should that student receive another suspension, he/she will be immediately ineligible for continued participation during that particular after-school sport season.

Students who are not participating in the sports program or who are ineligible for participation, may not "hang around" the gym, playground, or field after school. Be sure to listen to announcements regarding team games and practices. If a student is not on a team, then he/she should go directly home after school.

School dismisses at 3:02 p.m. All students are to be off campus by 3:25 p.m.

Government — Student Council

You elect your student government leaders each year. These students represent you in Student Council. They organize many of the activities you enjoy during the school year. Listen to them, support them, and plan to get involved. Your experience in middle school will be much more meaningful.

- ◆ Students running for Student Government office must have and maintain a 3.0 GPA.
- ◆ If an officer receives a one-day suspension, that notice serves as a warning regarding his/her participation in the student government program. Should that student receive another suspension, he/she will be immediately ineligible for continued participation in student government.

Ralston Dances

Several dances are held every year. Attendance at school dances is a privilege designed for students with good academic standing, **(GPA 2.0 or more)** good behavior and good

good attendance. Students who are truant, recently suspended, have numerous detentions or Saturday Schools or who have two or more D's or F's in core subjects are not eligible to attend dances. Eligibility will be based on progress reports, report cards and team teachers.

Only **Ralston** students may attend the dances. Students absent the day of the dance may not attend the dance.

Tickets will be sold during the week of the dance. No tickets will be sold at the door.

Students may arrive no earlier than 15 minutes prior to the dance and be admitted no later than 15 minutes after the start of the dance. Students must leave campus within 15 minutes after the end of the dance. All school rules will be in effect during dances. Students will not be able to leave early without an adult. Transportation home after the dance is the family's responsibility. All dances will have parent and staff chaperones present.

Counseling

The guidance and counseling program is an important facet of middle school life as students move from a self-contained program in elementary schools to a more independent departmental one in middle school. Ralston's

counselor, Mrs. Michelle Myers, is available to assist students, parents and teachers in resolving academic, personal, and social problems. Please feel free to contact her at 637-4880.

Emergency & Safety Procedures

Illness & Medications

If it is necessary for your student to take a prescription medication, you must have the following on file:

- A "Medical Emergency Instructions and Hold Harmless Statement" card. This yellow card can be obtained through the school office.

Prescription medication must be in its original container, with the label intact. The medication must be held in the office, with the exception of inhalers, which may be carried by the student.

Nonprescription medication should be brought to the office in its original package, with a note from the parent/guardian giving permission to administer the medication, and indicating what dosage is appropriate.

Students are responsible for going to the office to take medication. The office staff will not call the student.

Emergency Procedures

Should an emergency situation (such as an earthquake, power failure, or civil disaster) occur while school is in session, Ralston's response plan will be as follows:

- No student will be dismissed from school unless a parent (or individual previously designated by a parent) comes for him/her.
- No student will be allowed to leave with another person, even a relative or baby-sitter, unless that person is listed on the student's emergency form. Please be sure your child's emergency card is up-to-date.

If an emergency situation should exist, we ask that you observe the following guidelines:

- Please DO NOT CALL THE SCHOOL. We must have the lines open for emergency calls.
- As soon as possible, come to school to pick up your student and any other students for whom you are the emergency card designee.
- Park on the streets. Leave the driveway and parking areas clear for emergency vehicles.
- If at the direction of public officials (fire, police, etc.) Ralston students have been relocated to another site for safety; announcements will be made on Bay Area radio and TV stations. A Public Information line will also be maintained at the District Office, 637-4800, and the PTA will initiate an emergency telephone tree.
- Be sure you have told your student to follow the directions of school personnel.

For your information, we have a complete Emergency Response Plan available in our office. You are welcome to review it at any time.

Phone Tree

The PTA establishes an emergency phone tree at the beginning of each school year. Two representatives from each homeroom class will be designated as callers in the event that an emergency occurs. Parents may get calls from the homeroom representatives asking for day time phone numbers, if they are different from the home phone number. This information will only be used in the event of an emergency. Phone trees may also be activated for other time critical information.

Traffic & the Parking Lot

In a continuing effort to improve the traffic conditions in Ralston's parking lot, the district has been working closely with the Traffic Commission of Belmont. **DO NOT PARK ON THE RED CURB IN FRONT OF THE SCHOOL.**

Bus Privileges

SamTrans is a public service provided to the students. It is a privilege to ride the bus, not a right.

When riding SamTrans buses or school field trip buses, students must not engage in behavior that is unsafe, distracting or disruptive. The safety of all passengers is of utmost importance. All students are to observe the following rules:

- Line up, enter and leave the bus in an orderly manner.
- Remain seated while riding the bus.
- Speak in a conversational tone, without profanity and excessive noise. Do not deface or damage the bus.

Finally.....

Thank you for reviewing this important booklet of information. The policies described here are meant to provide a safe and nurturing environment for your children. If you have questions or concerns please contact us at 637-4880.

Thank you,

Maggie O'Reilly

- Do not eat or drink on the bus.

Violations of the rules may result in loss of bus-riding privileges.

For information regarding the #260 and #262 bus lines that service Ralston, please call 1-800-660-4287.

Telephones

Use of the office telephone is limited to cases of real emergency and then only with the permission of office personnel. The pay phones may be used before or after school without a pass. During school hours, students must have a pass to use the phone.

Phone call messages to students during school hours are highly discouraged and should only be for emergencies.

Please do not call to talk to or leave messages for students.

Parent Involvement

PTA Mission

The Ralston Middle School Parent-Teacher Association is an active organization whose membership is open to all parents and teachers. As an association, it has several objectives:

- To bring the home and the school into closer relation.
- To develop between educators and the general public such united efforts as will secure for every child the highest advantages in physical, mental and social education.
- To promote the welfare of children and youth in home, school and community.

School Site Council

The school Site Council, composed of parents, Students and staff, plays a vital role in the governance of Ralston Middle School. The council carries out many important duties and responsibilities assigned to it in the Education Code of the State of California.

The Ralston School Site Council meetings are open to all of Ralston's parents and community members. Any member of the community or public may address the Council during the meetings on items within the subject matter jurisdiction of the Council.

Your interest and participation are welcomed.

Music Boosters

Music Boosters provides support to the Ralston music program. Parents who want to get involved can be chaperones, facilitate uniform distribution, aid in trip planning, or participate in fund raising.

Community Resources

Peninsula Family Resource Center

307 2nd Avenue, San Mateo, CA
696-1255

Children's Protective Services

400 Harbor Blvd., Belmont, CA
595-7922

Child Care Coordinating Council

1838 El Camino Real, Burlingame, CA
696-8787

Suicide Prevention & Crisis Center

1811 Trousdale Drive, Burlingame, CA
368-6655

Teen Helpline

24 hour calls
1-800-877-7675

Regularly Scheduled Meetings

Board of Trustees: 1st & 3rd Thursdays of each month at the District Office at 7:00 PM

School Site Council: Once a month, scheduled to meet the needs of the council members, in the Ralston Library

Ralston PTA / Executive Board Meetings:
2nd Thursday of each month (except December)
at 7:30 PM in the Ralston Library