

# Thomson Middle School



**2025-2026**

## **STUDENT AND PARENT INFORMATION GUIDE**

301 Thomson Street  
Centerville, GA 31028  
Office 478-953-0489  
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<http://tms.hcbe.net>



### OUR MISSION

Our learning communities will practice *The Tiger Way* through powerful relationships, positive attitude, and best effort, reflecting that greatness is a process.

### OUR VISION

To produce high school ready students.

### OUR BELIEFS

The Tiger Way clearly defines the specific behaviors and results we want from each of our beliefs. The behaviors outlined are essential to how we engage students in the classroom and how we operate our school. Our goal is to create an educational environment where everyone consistently engages in behaviors that produce exceptional outcomes.

- ***Powerful Relationships*** -Teamwork and relationships make everything work

Achieving our mission requires teamwork and strong relationships in a collaborative environment. Collaboration requires a mindset of “we, not me.” Great things will happen when we work together and value relationships. Here are three key behaviors that will cultivate understanding and produce a welcoming school environment:

1. **Invest the time to listen and care**
2. **Recognize and understand differences**
3. **Communicate with purpose**

The outcome these behaviors accomplish is an improved understanding of each other and a great place to learn and work.

- ***Attitude and Effort*** - Be positive and give your best effort

Events happen around us beyond our control, we are always in control of our attitude, effort, and response. Effort does not need to be perfect or unbroken; it needs to be constant and unrelenting. Our attitude is contagious. Finding positive means to approach life and accept challenges will create improved opportunities. Here are three key behaviors that will help us develop into the best versions of ourselves:

1. **Be a positive influence**
2. **Focus on solutions**
3. **Do what is necessary**

The outcome these behaviors achieve is a step closer to becoming the best version of ourselves.

- ***Greatness is a Process*** - Take steps to grow; growth is what matters

The heart of our culture is a passion for growth; the growth of our students and the growth of our staff. We relentlessly pursue excellence every day. Our passion for growth is grounded in three behaviors:

1. **Be coachable**
2. **Recognize and celebrate excellence**
3. **Embrace Change**

The outcome we achieve by operating this way is that our students and staff are equipped with a growth mindset and skills preparing everyone for the future.

# Thomson Middle School

## **ADMINISTRATIVE STAFF**

Dr. R. Scott Wynn, Principal  
Dr. Jami M. Moore, Assistant Principal of Instruction  
Dr. Candida Fielding, Assistant Principal of Discipline  
Alicia Redding, Counselor & 504 Coordinator  
Loreal Jordan, Counselor  
Dr. Mike Jackson, Media Specialist  
Matt Simon, Athletic Director

## **OFFICE STAFF**

Stephanie Brown Secretary  
Nikki Sanders, Bookkeeper  
Amanda Harkins, ATS Clerk  
Dena Morales, Med Tech  
Alesia Chadwick, Family Engagement Coordinator

## **SUPPORT STAFF**

Diane Tarr, Nutrition Manager  
Roderick Rose, Lead Custodian

*School Mascot: Tiger*  
*School Colors: Blue, White, Orange*

**Dear Parents, Students, and Guardians,**

Welcome to the 2025–2026 school year at Thomson Middle School! It is both an honor and a privilege to serve as principal of the best middle school anywhere. Thank you for continuing to trust us with your child’s education and development.

As we begin this new year, our **vision** remains clear: to produce high school-ready students. We are committed to creating a safe, supportive, and engaging learning environment where all students are challenged to grow—academically, socially, and emotionally.

This student handbook is an important resource for both students and families. It outlines the policies, procedures, and expectations that help us maintain a strong school culture. I encourage you to read through it carefully and refer to it often. While no document can cover every situation, we will always make decisions based on what is best for our students and aligned with our shared values.

At Thomson Middle School, we believe **greatness is a process**. Mistakes are part of learning, and every behavioral incident is viewed as an opportunity for growth and reflection. Our expectations are high because we know every student has control over their **attitude and effort**—two qualities that shape their success in school and in life.

We also believe in the power of connection. Building **powerful relationships** is at the heart of what we do. Through our wide variety of academic, co-curricular, and extra-curricular programs, students find ways to belong, lead, and thrive.

Each day, we invest in our students with the understanding that they will one day invest in the world. Thomson Middle School is a place where students grow, excel, and create lasting memories—and we are grateful to partner with you in this important work.

My family and I are proud to be part of this community, and I remain deeply committed to working alongside our staff, students, families, and community members to provide a high-quality education in a safe, welcoming environment. If you have questions or need support, please don’t hesitate to reach out.

Let’s make this another exceptional year—practicing **The Tiger Way** in all we do.

**Dr. R. Scott Wynn, Principal**

*#PRAEGP Powerful Relationships – Attitude and Effort – Greatness is a Process*

## DETAILED ARRIVAL AND DISMISSAL TO AND FROM SCHOOL

### STUDENT MORNING ARRIVAL TO SCHOOL

Students who are car riders should be dropped off and picked up only in front of the gym unless other arrangements have been made through the office. Students should not be dropped off at the school and/or at the front doors of the school between 6:30 A.M. and 7:00 A.M. **Students that are dropped off before 7:00 A.M. will have to wait outside of the gym lobby until the school opens.** Students entering the front doors of the building should be accompanied by a parent or guardian.

**Upon entering from car drop off or from the bus ramp,** students will pick up breakfast and report to the cafeteria and/or to their first period. Students who wish to eat a hot breakfast must arrive before 7:20 A.M. All students must be in their first period by 7:30 or they are considered tardy. Students who are tardy must sign in at the front office.

### STUDENT AFTERNOON DISMISSAL

All car riders are to be picked up in the designated parent pick up area. Students will not be allowed to exit the front of the building or walk around to the front of the building to be picked up by parents. If you do not wish to wait in the parent pick up line, you will have to park your vehicle and come to the designated parent pick up and make a request for your student. You must have your school provided parent pick up card when making your request. Any students present on campus after 2:45 P.M. should be with their group, club, teacher, or they should wait for their ride in the front lobby. All students must be picked up no later than 3:20 unless they are attending a teacher-sponsored activity after school. Please ensure that students are not left at school beyond 3:30 pm if they are not attending a teacher/school-sponsored event, as there will be no supervision guaranteed after this time.

If you are picking up your student from school who usually rides a bus, it needs to be done before 2:15 p.m. For safety reasons, we cannot allow students to be taken off the bus or ride another bus without proper approved authorization. This also includes students who are car riders in the afternoon.

**Silent dismissal system will be used to dismiss bus riders, car riders, and students who walk to school. Students will not be allowed to exit the front doors during the regular dismissal process.**

## **ATTENDANCE:**

Research shows that there is a direct correlation between student achievement and school attendance. It is, therefore, most important that students be in school unless there are legitimate reasons why they must be absent. No other absence from class will be considered excused. Students on field trips or officially sanctioned instructional trips organized by the school will be counted present.

## **TARDIES TO SCHOOL**

Students are tardy if they are not in first period by 7:30 a.m. Student tardiness disrupts instruction and learning for the tardy student and for his/her classmates. Tardiness can also affect grades and establish bad habits and should be kept to a minimum.

- Students are to be in first period each morning before the announcements at 7:30am.
- Students arriving after 7:30 must report to the office for a tardy slip.
  
- Excused tardies include: personal illness, medical/dental appointment, illness in the immediate family, death in the family, religious holiday, and court order.

## **POSSIBLE ACTIONS FOR EXCESSIVE TARDINESS TO SCHOOL**

- Excessive **unexcused tardies** will be handled with disciplinary actions following parent notification and/or conference. Possible consequences include but are not limited to the following:
  - Lunch Reflection
  - Learning Lunch
  - ISS
  - Tardy/Truancy Contract
  - Social Worker Referral

Parents should not plan prolonged vacations during the school year, as these absences will be considered unexcused. Additionally, students will miss class assignments, which may affect their grade.

## **CHANGING SCHOOLS/CHANGING STUDENT INFORMATION**

Students moving to a new location outside of the Thomson Middle School attendance area must notify the main office at least one week in advance. The student should bring a note from a parent or guardian stating where he or she will be attending school. The student should be prepared to return all textbooks and school materials and, if applicable, pay any necessary fines for lost or damaged materials. A clearance sheet must be signed by each of the student's teachers and the media specialist and returned to the main office prior to leaving. If they are going to another school within the county, they must visit Central Registration to register. If you change address or phone numbers, or if you go on vacation and leave your student under the temporary care of someone other than his/her legal guardian, please notify the main office.

## **ILLNESS OR INJURY**

The Medical Technician's office is located in Thomson's main office. It is important to inform the office of any special health matters concerning a student. In case of illness or injury, students must get a pass from a teacher to go to the nurse's office. The Med Tech or other office staff will determine whether a student needs to go home. If it is determined the student needs to go home, a staff member will contact the parent or guardian, or a person listed on the student's Emergency Contact Card in Infinite Campus. For illnesses determined to be minor, the student may also contact their parent or guardian directly. In case of a serious accident or injury on campus, paramedics will be contacted to administer medical aid, and parents or guardians will be notified immediately.

## **EARLY DISMISSALS OR RETURNING DURING THE SCHOOL DAY**

Thomson Middle School is a closed campus throughout the entire school day. Students leaving for appointments must be checked out in the front office by a parent, guardian, or designee in the front office. Students returning from an appointment must first check in with the attendance office. *A student must be present at least half the school day to receive credit for attendance. The half-day mark is 11:00 a.m. A student is considered absent if he/she leaves before 11:00 a.m. or arrives after 11:00 a.m.*

**No early dismissals will be allowed after 2:15 pm.**

We will only release your student to persons listed in Infinite Campus. If you need to amend this information, please contact front office personnel. **A picture ID will be required in order to release a student.** During tornado warnings or active code yellow or code red situations, students will not be released until it is deemed safe to do so. Please see page 31 of the Middle School Handbook for more information.

## **LUNCH AND VISITATION**

### **Lunch**

Based on The **Community Eligibility Provision (CEP)**, students at Thomson Middle School will receive two well-prepared meals for breakfast and lunch free of charge. **Commercially prepared food cannot be taken to the cafeteria nor can persons outside of the school deliver it to a student on campus.** Breakfast is served from 6:45 am – 7:25 am.

**\* Until further notice, parents or visitors will not be allowed to eat lunch at the school**

## **MAKE-UP WORK FOR LONG-TERM EXCUSED ABSENCES**

After an **excused** absence of two days, the parent or guardian may request assignments missed during that time. Requests received in the main office by 8:00 A.M. will be available for pick up by 3:00 P.M. the same day. Parents are advised to phone to confirm that there is specific work to be picked up before coming to school. If there is work to be picked up, please be sure that it is picked up by 3:15 P.M.

The students must make up assignments for schoolwork missed during an excused absence. It is the student's responsibility to find out about missed assignments from the teacher. The student must then make sure it is completed within the time allotted. If work that is missed cannot be made up, the teacher will decide on a suitable alternative assignment. Students have **FIVE** days to make up any missed work due to an excused absence. Make-up work not submitted at the end of the allowed time may receive a grade of zero.

## **TRUANCY**

The Board of Education of the Houston County School District recognizes the value of regular attendance in enabling students to profit from the school program. To meet special needs of students with chronic school attendance and/or behavioral problems, the Houston County School District declares that habitual truants are willfully defying the valid authority of school administrators and shall be subject to disciplinary action. This action will include a truancy contract, and/or a court referral.

# CAMPUS POLICIES

## CLEAN CAMPUS

Take pride in your campus. The appearance of our school is important to all of us. It is the responsibility of each student to keep the campus clean.

## GUIDANCE COUNSELING SERVICES

The Counseling Department at Thomson Middle School provides both academic and personal counseling for students in grades six through eight. Our counselors have an open-door policy for students, parents, and teachers. The department works in partnership with the school psychologist and other outside agencies. Students may be referred for guidance counseling by other students, parents, and teachers. Student Support Teams are conducted for students who are having academic or personal difficulties. For students who are in need of more in-depth counseling, the department can provide recommendations and community referrals to the parent of the student as needed.

## EMERGENCY INFORMATION CARDS

Every student **MUST** have emergency information on file in the main office. If parents cannot be reached in emergency situations such as illness, injury or disaster, Thomson Middle School will notify the emergency contacts on the emergency card in Infinite Campus.

## MEDIA CENTER

The Media Center is open every day of the school year from 7:00 A.M. until 2:45 P.M. The general collection of books may be checked out for a period of two weeks. Reference books, magazines, and reserve books may not be checked-out, but can be used in the media center. Students are charged fines for overdue books. The fines for the general collection are \$.10 per day. Fines for overdue books do not exceed \$5.00. When a book is lost, the student must pay for the book. The replacement cost of the book will be charged to the student. When a book is found, the student will receive a refund of the cost, less \$2.50 (for any overdue fines and processing of lost book). Refunds are made during the school year in which the book is lost. Fines and overdue notices are given to students by first period teachers on a regular basis. The student and/or parent is responsible for settling these financial obligations.

## CELL PHONES

Students in grades six through eight are not permitted to access personal electronic devices while on school premises during school hours, including but not limited to cell phones, smartwatches, tablets, e-readers, headphones, earbuds, and other devices with functionalities such as wireless communication, internet access, messaging, video recording, gaming, social media access, or data transmission during school hours. If students bring devices to school, **they are required to place them in their lockers at the beginning of the school day and only retrieve them at dismissal time.**

## LOST AND FOUND

Students must assume sole responsibility for loss or damage to any personal property left in classrooms, P.E. lockers, or on campus. Thomson Middle School will try to help protect personal possessions, but the school will not be responsible for lost or damaged personal property. Students are encouraged to check the lost and found located in the main office for missing items. If belongings are not recovered, immediately advise the office. The best way to assure items are returned is to have your name in permanent ink on all articles of clothing, notebooks, and other personal property. If you find something that does not belong to you, please turn it in. If you keep something you find, it is considered stolen. Students who have witnessed a theft or know a student is in possession of someone else's belongings should inform a teacher, counselor, or an administrator.



## **OFFICE**

**All students entering the office must have a pass from their teacher. Thomson Middle School uses the SMARTPASS for electronic passes from classrooms.**

Thomson's office is an important place of business in which all are welcome. The office staff is happy to answer questions about school procedures or policies. Students coming to any office during class must have a pass put into the system. Parents are requested to refrain from attempting to deliver messages or personal items to students via the office staff. **Please note that all items will be delivered at the end of the day prior to dismissal.** The office is available for the following services.

1. To request a conference with the principal, assistant principals, or counselors.
2. To receive permission to use the school phone.
3. To call home when ill.
4. To withdraw from school.
5. To get permission for early dismissal.

## **STUDENT SUPPLIES /TEXTBOOKS**

Students need to have his/her Chromebook, notebook, paper, pencils, and pens at all times. All students need a notebook to organize their schoolwork. Students are responsible for the condition of materials assigned to them. All school assigned materials must be returned at the end of the year or when withdrawing from school. Any student who damages textbooks, any other school materials, or fails to return these materials will be charged replacement costs. Fines and bills are paid in the media center. Unpaid fines may result in the withholding of report cards.

## **FIELD TRIPS**

Field trips are part of the middle school experience for all students. Student academic standing and conduct determines participation in any activities and will be at the discretion of the administration. \* ***Students who have been assigned to ISS/OSS multiple times will have their field trip privileges revoked. In addition, students who are failing will also forfeit their field trip privileges.*** Refunds minus the field trip deposit will be made to the students' parents that are not able to attend the trip due to discipline reasons. \*

## GRADING SYSTEM

At Thomson Middle School, we use a weighted grading system in all classes to determine averages. The specific weighted scale is determined within each content and grade and is listed below for all academic classes. Academic classes must take a minimum of 8 - 12 grades each nine weeks and PE/Connections must take a minimum of 10 grades each nine weeks. Students in grades six through eight will receive numerical grades on their report cards. The grading scale listed below will be followed:

A.....90-100

B.....80-89

C.....70-79

F.....69 and below

	6 <sup>th</sup> Grade	7 <sup>th</sup> Grade	8 <sup>th</sup> Grade (EOG courses)	8 <sup>th</sup> Grade (EOC courses)
Major Assignments	40 %	40%	40%	40%
Minor Assignments	30%	30%	30%	25%
Daily	25%	20%	15%	15%
Final Exam	5%	10%	15%	20%

## STUDENT ACADEMIC AWARDS PROGRAM

At Thomson Middle, we believe that it is very important to celebrate the success of our students. In order to do so, we have implemented various recognition programs to be held throughout the year. Teachers, administrators, and outside agencies select award recipients. It is our intent to recognize every deserving student. We encourage parents to attend awards programs to share in the recognition of student accomplishments.

## AFTER SCHOOL STUDENT ACTIVITIES

A number of after-school activities will be planned for the enjoyment and social development of students. Thomson Middle School believes that these activities constitute an integral part of the total development of young people. These activities will include club projects, class projects, social events, athletic and other school-related functions. Transportation must be provided by the parent/guardian. **Any student that is unable to be picked up within 30 minutes following any after school activity will be unable to attend the next after school event. (Principal's discretion will apply.)**

1. All school rules apply to school activities after regular school hours.
2. Guests from other schools must also follow TMS rules.
3. Once in the gym or on the field, students who leave and return must pay to get back in the event.
4. Attendance at an after-school activity should be for the enjoyment of the activity. Students will be required to leave without a refund if their actions indicate other intentions or interests.
5. Special dances are held throughout the school year. **DANCES ARE FOR TMS STUDENTS ONLY.** Times will be announced prior to the event. Students should be picked up promptly.
6. Students must be counted present for the day to participate in any school activity.
7. **Students assigned ISS/OSS are not allowed at school functions and may not participate in extracurricular activities beginning on the day ISS/OSS is served.**

**Note: Dress Code Policies are enforced at all school related functions unless other notice is given. Final decisions and judgments concerning appropriate dress are made at the discretion of the administration. Students who violate the dress code will be asked to call their parents for a change of clothing; if parents cannot bring appropriate clothing, the student will be placed in the In-School Suspension (ISS) classroom for the day.**

## **REMEMBER!!!**

- **ACADEMIC INTEGRITY IS VALUED AT TMS!** Students may receive a zero if caught cheating on any assignment, quiz or test. Further cheating violations will also result in disciplinary action.
- **NO FIGHTING at TMS!** To help resolve a conflict, contact a counselor, teacher, or administrator. Students who initiate or provoke other students to fight will receive disciplinary action, a fight contract, and a possible fighting citation/fine from the Sheriff's Department.
- **NO BULLYING, HARASSMENT OR THREATENING CONDUCT** will be tolerated against school personnel, students, or school property (written and/or spoken).
- **NO RACIAL SLURS OR SYMBOLS, SEXUAL NAME-CALLING** or inappropriate sexual remarks of any kind.
- **NO PROFANITY or OBSCENITY** – written, spoken, or gestured!
- **NO DRUGS OR ALCOHOL.** A student shall not possess, sell, use, transmit, or be under the influence of any drug, intoxicant or any substance with the pretense of being a prohibited substance.
- **NO GANG-RELATED** drawings, signs, or activity (written and/or spoken) allowed at TMS.
- **NO INAPPROPRIATE GRAFFITI** (written or drawn) on notebooks, book bags, clothing, or your body. It's best to label personal items with your name only! **NO GRAFFITI** at all on the walls, doors, lockers, or any other property of TMS.

## **TITLE IX**

Title IX of the Education Amendments Act of 1972 prohibits discrimination on the basis of sex in education programs and activities. Our school does not discriminate on the basis of sex in its education programs and activities.

***NOTE: The administration, faculty and staff reserve the right to reprimand students when guidelines, rules and regulations are not followed. Giving false information to staff members will result in disciplinary action. The Houston County School District endeavors to provide a safe and secure environment for all students. \*The Board authorizes reasonable searches of students, and their possessions directed to that end by school officials. The Board authorizes random searches of board owned property such as lockers, desks and other such property that may be assigned to students. \****

## CLUBS and ORGANIZATIONS

Club	Sponsor(s)	Mission	Activities	Dues	Membership Requirements
FCCLA	Ms. Barrett	Members develop skills for life through: character development, creative and critical thinking, interpersonal communication, practical knowledge, and career preparation.	STAR Events, Career Connection, Families First, Student Body, Knowledge Bowl, Fall Rally, Fall Leadership, State Leadership, and National Leadership Conference	\$40 (t-shirt)	Open to all middle school students, members. Members must display "The Tiger Way"
FCA	Mrs. McHugh	Provide the opportunity for athletes/students to meet for prayer and devotional.	Meet weekly on Fridays in the gym, Basketball 3-vs-3, and <i>See You at the Pole</i> .	\$25 (t-shirt)	Open to all middle school students. Members must display "The Tiger Way"
STARBASE Advanced	Ms. Green	STARBASE Advanced is an after-school club sponsored by the Department of Defense. This STEM (Science, Technology, Engineering, and Mathematics) based program is designed to enhance student engagement in STEM subjects and provide the opportunity for students to explore enrichment activities in a fun and safe environment.	Meet bi-weekly after School. Provide enrichment and engage students in STEM based activities, such as robotics.	None	Open to all middle school students; includes an application process. Members must display "The Tiger Way."
FFA	Mr. Ford	FFA makes a positive difference in the lives of students by developing their potential for premier leadership, personal growth and career success through agricultural education.	Monthly meetings, participate in career development events, and Pig Showteam.	\$30 (t-shirt)	Open to all middle school students. Members must display "The Tiger Way"
Student Council	Mrs. Turner	The student council serves to advise the administration of ideas for school improvement and provide service and support to the school and staff.	Student council meets monthly, sponsors school events, and provides service projects for the school.	\$20 (t-shirt)	Open to all middle school students. Student council officers are elected by their peers. Members must display "The Tiger Way".

<b>Club</b>	<b>Sponsor(s)</b>	<b>Mission</b>	<b>Activities</b>	<b>Dues</b>	<b>Membership Requirements</b>
TNT (Top Notch Lady Tigers)	Ms. Redding	A girls' mentoring group that seeks to improve social skills, conflict resolution, team building and problem-solving skills for middle school aged at-risk students.	Monthly meetings, field trips, and community service	\$30 (t-shirt)	Membership approved by recommendation and application process. Members must display "The Tiger Way"
Young Men of Thomson	Coach Acosta Ms. Jordan Deputy Reynolds	Providing young male students with opportunities to develop life and leadership skills.	Students will meet monthly during or after school to work on life and leadership skills.	None	Completed application or teacher referral. Members must Display "The Tiger Way"
Sources of Strength	Ms. Jordan & Peer Leaders	Providing TMS students and Faculty with support	Peer leaders will support our student body to prevent adverse outcomes by increasing well-being, help-seeking, resiliency, healthy coping, and belonging.	None	Completed application or teacher referral. Members must Display "The Tiger Way"
TMS Running Club	Mr. Shaw, Mr. Booker, & Ms. Williams	Training together with positive attitudes, strong effort, and powerful relationships.	Neighborhood runs, field circuits, team challenges, timed laps, relays, endurance games, stretching	\$25 (t-shirt)	Open to all middle school students. Members must display "The Tiger Way"
Drama Club	Mrs. Walker & Ms. Catanzaro	To allow students the opportunity to produce shows fully, both on stage and off.	Weekly meetings that increase throughout the year until final production	\$25 (t-shirt)	Open to all middle school students. Members must display "The Tiger Way"
Art Club	Mrs. Sislow	Promote art in all its forms and provide students with the opportunity to increase and share their artistic knowledge and abilities.	Meetings after school	\$25 (t-shirt)	Open to all middle school students. There is an application process and members must display "The Tiger Way"