

South Middle School

Home of the Trojans

601 West Cumberland St.

Cowan, TN 37318

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Principal

Dr. Tara Brewer

Assistant principal

Rusty Dawson

School Brand

Growth, Respect, Integrity, Teamwork

G.R.I.T.

Mission Statement

Provide student-centered educational programs that challenge all students to perform at their highest potential academically, physically, and emotionally. We will make it a priority to recognize the academic and extracurricular achievements of our school community. South Middle School will have a highly-motivated professional staff and authentic partnerships between the school and home.

South Middle School Parent Involvement Policy

The faculty and staff of South Middle School embrace the philosophy that parents and school personnel must work together in order to improve the quality of education for all students. To ensure parents have the opportunity for input into the planning, design, implementation, and evaluation of school programs, including the Title 1 program, South Middle school will:

- Host an annual meeting during the first month of school. This meeting will provide the following:
 - Explanation of the Title 1 program and services.
 - Information concerning Title 1 laws, regulations, and guidelines.
 - Invitation to serve on the school's Advisory team and to make suggestions for the program.
 - Distribution of the school's Parent Involvement Policy to parents.
 - Information about the school's goals.
- South Middle School will establish a Parent Advisory Team which will work with the school's leadership consisting of the school principal, classroom teachers, and Title 1 director.
- The Parent Advisory Team at SMS will meet on an as-needed basis for the purpose of providing input into the planning, implementing, and evaluating of the Title 1 program on a school-wide basis.
- A parent/student/teacher/principal compact will be reviewed and signed during the open house program and made available at a later time for signatures of parents unable to attend open house.
- Students' progress will be communicated to parents every three weeks with a progress report and every nine weeks with report cards.
- A Parent/Teacher conference will be held two times during the 2023-2024 school year.
- Input from parents will be gathered at the beginning and end of the school year by a needs assessment survey.
- A parent information meeting will be held four times (twice in Fall, twice in Spring).

At SMS, we encourage the involvement of parents, and we invite you to share your ideas and concerns with us. By working together, we provide our children with the greatest opportunities for success.

HELP YOUR CHILD BECOME SUCCESSFUL IN MIDDLE SCHOOL

A successful middle school experience starts in the home because the parent is the first teacher of the student. It is your privilege and obligation to teach by example and to develop your student's good habits of behavior as well as a positive attitude toward school. To help your child's progress in middle school, we suggest to:

- Monitor your child's attendance and academic progress. (Online Parent Access to Skyward is available.

Contact the school office for a password and instructions.)

- Read the Student/Parent Handbook with your student to familiarize yourself with the procedures used at SMS.
- Recognize that the teachers take the place of the parent while your child is at school.
- Teach and require your child to have respect for the law, for authority, for the rights of others, and for private and public property.
- Become an active part of the school by attending school activities, checking on your child regularly with his/her teachers, counselor, or an administrator, and by serving on various school committees.
 - Talk with your child about school activities and show an active interest in report cards and the daily progress of your child. Ask your child daily what was learned.
 - Encourage and demand prompt and regular school attendance and comply with attendance rules and procedures.
- Safeguard the physical and mental health of your child and be responsible for periodic health examinations.
- Attend individual or group parent conferences. Request conferences as you see a need.
- Arrange for a time and a place at home for homework assignments, supervise your child, and check the work.
- Monitor and sign your child's Student Planner on a regular basis.
- Work with South Middle School in carrying out recommendations made in the best interest of your child.
- Know your child's friends and monitor social media accounts. Encourage and guide wholesome friendships, interests, and activities.
- Understand and comply with the rules of the school concerning student conduct and cooperate with the school in carrying out disciplinary action.
- Contact the school with your concerns or compliments.

School Counseling

Every student at South Middle School shall have access to a school counselor. School counselors work with students, families, communities, faculties and staff to address issues that have a substantial impact on student academic, personal/social and career development. The program of counseling services shall include such services and activities as:

1. Orientation of parents and students to the school program;
2. Preventative and developmental counseling to students in order to prepare them for their school responsibilities and their social and physical development;
3. Student referral and/or welfare provisions;
4. Collection and maintenance of student data and record systems;
5. Student program planning and placement;
6. Educational and occupational information for use by students, parents and teachers; and
7. Resolving conflicts.

Vision Statement

The vision of South Middle School is to challenge students of all abilities to achieve excellence in a wide range of academic and cultural pursuits.

Supply Lists

6th Grade	7th Grade	8th Grade
1 ½ inch 3-ring binder Pencils Highlighters Colored pencils Fine Tip Expo Markers Loose-leaf college-ruled notebook paper Glue sticks Graph paper Earbuds 5 composition notebooks Band Students: 1 half inch three ring binder Wish List Kleenex Clorox Wipes Paper Towels Hand Sanitizer	College ruled notebook paper 2 packs of Pencils 3 composition notebooks Spiral notebook with pocket 1 pack 4 x 6 index cards Folder with brads and pockets 4 glue sticks 2 sets of Wired Earbuds/headphones only - no airpods 2 dry erase markers Colored cardstock 2 Kleenex boxes ****Optional: May want to have your own: colored pencils, scissors, and highlighters Band Students: 1 half inch three ring binder	3 comp. books (college ruled) 2 packs of 3x5 ruled index cards 2 packs loose leaf college ruled paper (no spirals) 4 packs pencils Colored pencils Highlighters (Pink, Green, Yellow, and Blue) Earbuds/headphones poster Graph paper 2 pocket folders 2 boxes of tissues 2 containers of Clorox wipes Band Students: 1 half inch three ring binder

Franklin County Schools 2023-2024 School Calendar

August 1.....	Staff Development Day – all certified employees report (no school for students)
August 2	Staff Development Day – all certified employees report (no school for students)
August 3.....	Administrative Day – all certified employees report (no school for students)
August 4.....	Staff Development Day – all certified employees report (no school for students)
August 7.....	First day of school (abbreviated day for students 8:00 – 9:30 am)
September 4	Labor Day – no school
October 9-13.....	Fall Break – no school
October 23	Parent/Teacher Conferences – Middle Schools (3:15 – 6:15)
October 24	Parent/Teacher Conferences – Elementary Schools and Huntland (3:15 – 6:15)
October 26	Parent/Teacher Conferences - FCHS (3:15 – 6:15)
November 22-24.....	Thanksgiving Break – no school
December 21.....	Abbreviated Day (students - 8:00 – 9:30)
December 22-Jan 4	Winter Break – no school
January 5.....	Staff Development Day – all certified employees report (no school for students)
January 8.....	Students return to school
January 15.....	Martin Luther King, Jr. Day – no school
February 12.....	Parent/Teacher Conferences - Elementary Schools (3:15 – 6:15)
February 13.....	Parent/Teacher Conferences –Middle Schools (3:15 – 6:15)
February 19.....	Presidents’ Day – no school
March 5.....	Staff Development Day – all certified employees report (no school for students)
March 21.....	Parent/Teacher Conferences – FCHS and Huntland (3:15 – 6:15)
March 25-April 1.....	Spring Break – no school
May 23.....	Last day of school for students (8:00-9:30)
May 24.....	Administrative Day

Grading Periods – All Schools

- 1st August 7 – October 16
- 2nd October 17 – December 21
- 3rd January 8 – March 13
- 4th March 14 – May 23

Homecoming Dates

- September 29, 2023 – Huntland
- October 6, 2023 - FCHS

Report cards distributed at All Schools (except Huntland)

- 1st October 27
- 2nd January 19
- 3rd April 5
- 4th May 23

Graduation Dates

- May 16, 2024 - FCHS
- May 17, 2024 – Huntland

Bell Schedule

Period	Regular	Wed.
H.R. - 1st	8:00 - 8:10	8:00 - 8:10
2nd	8:15 - 9:05	8:15 - 9:00
3rd	9:10 - 10:00	9:05 - 9:50
4th	10:05 - 10:55	9:55 - 10:40
5th	11:00 - 12:20	10:45 - 12:05
6th	12:25 - 1:15	12:10 - 12:55
7th	1:20 - 2:10	1:00 - 1:45
8th	2:15 - 3:00	1:50 - 2:30

***5 Minutes between each class to use restrooms and go to lockers**

SOUTH MIDDLE SCHOOL GENERAL INFORMATION

COMMUNICATION BETWEEN SCHOOL AND HOME

The importance of having the correct telephone numbers available at South Middle School cannot be stressed enough. Telephones are the primary contact between the school and parents. If your telephone number changes at any point during the school year, please make every effort to inform the front office at **(931-967-7355)** so that the changes can be indicated for your student in the appropriate places. Parents have access to their student's grades, discipline, and attendance through Skyward. In order to access this account, you must get your student's confidential number through the SMS front office. Skyward can provide parents who have the computer capability with helpful insight into their child's progress. Please note that grades will be updated often, so Skyward will need to be checked often as well.

Personal Property

South Middle School is not responsible for loss or damage to personal property. All personal belongings should be clearly labeled with the student's name and be kept up with the student.

Grades 3-12:Administrative Procedure – 4.600.1

“A”, “B”, “C”, “D”, and “F” shall be used with the corresponding values:

A 90-100

B 80-89

C 70-79

D 60-69

F 0-59

In situations when students are absent for some or all of the assessment (grades 3 – 8) and not able to make-up the assessments during the scheduled testing window, regardless of why the student misses the assessment, there is no subsequent administration in which the student can make-up the assessment. For excused absences, the school is not to incorporate a '0' score into the student's final second semester grade. For an unexcused absence, the school is to incorporate the score of '0' into the student's final second semester grade. A substitute assessment may not be administered in lieu of a TCAP achievement for the purpose of satisfying the second semester final grade requirement.

Criteria for Honor Roll:

Grades 6-8

First - All A's

Second-At least three academic course grades of A and all other grades of B or higher

Additional principles of, and for, grading –

- At each school, grades will be given at the end of each specific grading period and the grades will be determined through appropriate assessment of student performance.
- The fall semester grades for grades six, seven, and eight will be determined by an average of grades for each grading period. The spring semester grades for grades six, seven, and eight will be determined by an average of grades for each grading period and the TCAP test score, when applicable – each counting 25 percent. The final grade of the year for grades six, seven, and eight will be determined by averaging the two (2) semester grades
- The grade made by a student on all state required End-of-Course Exams shall count as a percentage of the student's final grade (25%) according to the state guidelines.
- A substitute assessment may not be administered in lieu of a TCAP End of Course assessment for the purpose of satisfying the second semester final grade requirement
- A final exam covering the terminal objectives of the course must be given in all courses in grades 9-12; however, the teacher will consider all required assignments and tests when awarding the final grade. A student would be exempt from the final exam, or assignment in lieu of exam, in each class where they achieved the following: "A" average in class and no more than 5 absences; "B" average in class and no more than 4 absences; and "C" average in class and no more than 3 absences. Classroom attendance will be monitored and enforced by the classroom teacher. A student will be either present or not. Students attending a school-sponsored event will be considered present.
- On the first day of the class in grades 9-12, students must be given a written syllabus for the course; the syllabus must include specific details of how the final grade will be determined.

SCHOOL HOURS

School hours are from 8:00 until 3:00 (2:30 Wednesdays) each day. Students should not arrive earlier than 7:00 when the doors will be unlocked. Students should not remain on campus later than 3:30 unless they are participating in a supervised school activity. Supervision will not be provided for students before 7:00 or after 3:30. These procedures are designed for the safety and well-being of the students.

CLASS CHANGE PROCEDURES

- Students are expected to walk on the right side of the hallway and report directly to their next class.
- When students need to use the restroom they will do so quickly and wash hands before going to class.
- At the end of the day students will exit the building quickly and orderly.

CLASSROOM PROCEDURES

- Students are expected to be prepared with all necessary classroom materials since sharing is discouraged.
- Students will not be allowed hall passes during class except for emergencies.
 - Students will all be assigned a number in each class and will be required to put their cell phones in the pocket holder provided by the teacher and will not be allowed to have their phone back till the end of class.

VISITORS

Parents are always welcome at South Middle School. To ensure the safety of our students, we ask that all visitors report to the main office immediately upon arrival to request a visitor's pass. All visitors will be processed through the Raptor system. Only visitors with legitimate business at the school will be granted a pass. An administrator may refuse to issue a visitor's pass. To ensure school safety, any person found on the school grounds without permission is trespassing and is subject to arrest by police authorities. **SMS does not allow parents to eat lunch or breakfast with students.**

SCHOOL ATTENDANCE INFORMATION 6.200

When a student is absent from school, he/she is required to bring a written note from a parent/guardian or from another official source (doctor, dentist, court officer, etc.) on the first day that he/she returns to school. The note is to be turned in to the front office before 8:00. The parent/guardian note should contain the student's full name, date(s) and reason for absence,

a phone number, and signature of the parent/guardian or another official signature. Only five (5) parent/guardian notes will be accepted for excused absences. If the student fails to bring a note within two days, the absence will be considered **UNEXCUSED**. A phone call (931-967-7355) from a parent/guardian on the day of the student's absence is appreciated, but it will NOT take the place of a written excuse required on the day of the student's return to school. School officials will attempt to report to the parents when a student accumulates three (3) unexcused absences during the school year. Once five (5) unexcused absences have accumulated, all absences will be considered unexcused unless the student submits official documentation from a doctor, dentist, lawyer, judge, etc. The truant officer may be notified when the student has six (6) unexcused absences and a petition to the court may be filed. According to state law, ten (10) total unexcused absences must be reported to the Juvenile Court. **(Board policy 6.200)**

LATE ARRIVAL TO SCHOOL Students are expected to be in school and in first period class before the 8:00 bell rings. A student who reports to first period class after 8:00 is considered tardy to school. If a student is late to school, a parent/guardian will need to accompany the student to the office to sign the check-in log. The student must get a permission slip to be admitted to class. If the student is tardy for a reason that is considered "excused" appropriate documentation must be presented in order for the tardy to be excused. Excessive school tardiness will be referred to an administrator for possible disciplinary actions (ASD, Sat. school, etc)

CHECK OUT PROCEDURE We recommend no checkouts before 8:30 or after 2:30 except in cases of emergency. Students who know in advance that they will need to check out of school should bring a note signed by the parent/guardian which includes the departure time, phone number where parent can be reached, reason for departure, and person who will pick up the student, if different from the parent. The note is to be turned in to the main office before 8:00. The person checking out the student will come to the office to sign the student out. The student will be called to the office to check out when the parent/guardian/designee arrives in the office and ONLY if the name of the person checking the student out is on the Authorization of Release form completed by a parent. Proper identification may be required before a student is released to the person who is picking up the student.

CLOSING OF SCHOOL When severe weather creates hazardous conditions, the regular school schedule may be suspended to ensure students' safety. It is the guardian's responsibility to monitor news reports via television, social media and radio stations. The TV and radio stations will be notified as soon as possible when necessary. If school is going to close after classes have started we ask that you not check out your student. This causes confusion and chaos.

MAKE-UP WORK It is the responsibility of the student to request make-up assignments following absence from any class for any reason. Make-up work must be turned in to the teacher within three (3) days of the student's return to class unless other arrangements are approved by the teacher. It is very important that students who have missed a class request the make-up assignment immediately upon their return to that class. The make-up work assigned may be similar but different from the assignment that other students completed in class. The teacher may request that make-up tests be completed before or after school. Daily assignments can be found on teachers' web pages.

EMERGENCY DRILLS Emergency drills required by law will be held at regular intervals. Such practice is important and should be approached seriously. Specific instructions for evacuation of the building will be given on the first day of school at the beginning of the fall term, after fall break, after Christmas break, and after spring break.

HEALTH REQUIREMENTS Immunization: "No Shots, No School". All students entering for the first time are required to have proof of immunization against diphtheria, pertussis, tetanus, polio, mumps, measles, and rubella.

ILLNESS If you become ill or injured at school, ask your teacher for a pass to see the nurse. The nurse will contact parents if the student is too ill to remain at school. First-aid supplies are available for emergencies.

BOOK BAGS Any form of a bag is not allowed in classrooms or in the hallways during school hours unless a student is checking in or checking out. All bags must be kept in the students' locker.

LOCKERS Each student will be assigned a locker and will be authorized to use that locker only. Lockers must be kept clean and organized and no stickers allowed. It is the student's responsibility to use the locker to store items not in use and to keep

the locker locked. South Middle School requests that locks are purchased through the school so that locks can be opened without having to cut the locks off when combinations are forgotten. Locks cost \$5.00 and will be the students to keep at the end of the school year. Lockers are subject to search by school officials in accordance with state law and school board policy. **(Board policy 6.303)**

MEDICATION If a student MUST take medication while at school, the parent/guardian must obtain a Self-Administration of Medication form from the nurse. Medication must be in the Original bottle or packaging from the pharmacy and must exhibit the name of the student, the date of the prescription, name and strength of the medication, directions for administering, doctor's name, and pharmacy information. ALL medication (prescription or nonprescription) must be kept in the school clinic or the office. Students are not allowed to bring prescription or nonprescription medications to school or to have them in lockers, book bags, purses, etc. This includes over-the-counter medicines like Tylenol, Midol, Excedrin, etc. Students who use asthma inhalers or who have other special needs should see the nurse for special permission to carry medications with them. The administration of the medication at the appropriate time will be supervised by the school nurse or designee. Failure to follow the school/school board policy for medication will result in disciplinary action. **(Board policy 6.405)**

BUS POLICY The school bus is an extension of school activity. Therefore, students shall conduct themselves on the bus in a manner consistent with the established standards for safety and classroom behavior. Failure to follow school bus rules may result in suspension from riding the bus. Any student who rides a bus other than the one assigned or who gets off the bus at a different location must give the bus driver a note of authorization from the parent/guardian and approval by the principal/designee. To obtain a bus permit, students must bring a note from a parent/guardian to the office. For questions regarding bus issues, please call the Director of Transportation, Jeff Sons, at 967-0626. **(Board policy 6.308)**

Walkers

Students who walk home from school will be dismissed at 3:00 p.m. from the front of the school after early buses have left the campus. Written documentation signed by parent/guardian must be provided to the school prior to allowing students to walk.

CAFETERIA POLICIES The South Middle School cafeteria provides breakfast (free to all students) and lunch daily at a very reasonable cost. The Federal Free Lunch Program is available for qualifying students. Students have an assigned lunchroom ID number which will be entered each time they go through the serving line. It is a violation of school and federal law for students to use another student's name or number to obtain a meal. Meals may be paid in advance in the cafeteria or online (<https://www.myschoolbucks.com/>). Students without sufficient money to pay for a meal may charge a regular meal; a la carte items may not be charged. Notifications concerning charges exceeding \$5.00 will be sent out through School Messenger. While in the cafeteria during lunch, students are expected to maintain the same standards of behavior as in other parts of the building. Once seated, students are to remain in their seats except to return trays. Students may not leave the cafeteria without permission until dismissed by their assigned teacher or the cafeteria supervisor. Food and drinks are not to be taken from the cafeteria to the classroom. Parents may monitor and deposit monies into individual student accounts through www.mynutrikids.com to purchase extra items (ice cream, etc.).

CLUBS South Middle School offers the following clubs for student participation: Beta Club, Student Council, Yearbook, Drama Club, Fellowship of Christian Athletes, and 4-H. Some of the clubs have specific membership requirements and some require a competitive application. Parents may prohibit their children from participating in any clubs or activities by providing written notification to the school. **6.702 policy**

LOST AND FOUND Found items should be brought to the office. Students may ask about lost articles there. Students' names should be clearly written in/on jackets, coats, book bags, and other personal items. Students should not bring expensive items, valuables, or large amounts of money to school. Items turned in to the office will be held for a reasonable period of time. Unclaimed items may be donated to a charity.

PAYMENTS AND RECEIPTS When students have money to turn in at school (for fundraisers, pictures, yearbooks, book sales, athletic supplies, locks, fines, etc.), the money must always be turned in to the teacher, coach, advisor, or staff member who is responsible for the collection. The student will be given a receipt which should be kept in a safe place.

TELEPHONES: Telephones in the front office are for business use only and are not for student use except with permission. If a student becomes sick at school and needs to check out, they must see the school nurse who will contact the parent/guardian. Students will not be called from class to answer phone calls except in extreme emergencies. We will gladly deliver messages from parents to students when necessary.

COMPUTER/CHROMEBOOK AND INTERNET USE The use of computers/Chromebooks and access to the internet at South is encouraged to enhance specific instructional objectives. The use of the internet must be in support of education and research and consistent with the educational objectives. Before being allowed to use the internet, the student must have on file a signed application for terms and conditions for Use of the Internet. A monitoring and tracking system is in place on every school computer that maintains a cumulative history of accessed Internet sites as well as the user. Students may be banned from the use of school computers/Chromebooks and connective internet services if inappropriate and/or unlawful sites are found to have been accessed. Because of security issues and the risk of infecting the system network, students are not authorized to access personal email accounts at school.

- Every student will be issued their Chromebook to use daily while at South. Students will pick up their Chromebook from the assigned cart and slot before going to 1st period. Students will return the Chromebook to the same location, 7th period class, at the end of the school day.

TEXTBOOKS : Textbooks are the property of the Franklin County Board of Education and shall be returned upon completion of the course or upon withdrawal from a course or from school. Parents are to sign an agreement stating that they will be responsible for the textbooks received and used by their children. Students will be asked to pay for any lost books and for any book damaged to the extent that it is no longer usable.

ACADEMICS BY GRADE LEVEL

<u>6th grade</u>	<u>7th grade</u>	<u>8th grade</u>
English/Language Arts	English/Language Arts	English/Language Art
Math	Math	Math
Science	Science	Science
Social Studies	Social Studies	Social Studies
Physical Education	Physical Education	Physical Education
Media Arts	Media Arts	Media Arts
Career Exploration	Career Exploration	STEM
STEM	STEM	Keyboarding
Keyboarding	Keyboarding	Career Explorations
Lunch	Lunch	Lunch

SOUTH MIDDLE SCHOOL DISCIPLINE POLICY AND PROCEDURES :policy 6.300

The following consequences will be applied by the administration when disciplinary action by the classroom teacher has not worked and a teacher sends a referral to an administrator. These procedures are intended to serve as a guide for consistent student discipline. **THE ADMINISTRATOR HAS THE FLEXIBILITY TO EMPLOY DISCIPLINARY MEASURES OTHER THAN THE ONES LISTED BELOW. PARENTS WILL BE CONTACTED WHEN CIRCUMSTANCES ALLOW.**

Demerits:

Demerits should be given for minor offenses as a pre-referral intervention strategy. Any member of the faculty and staff at South Middle School may issue a demerit to any student at any given time for disciplinary infractions. Demerit forms will be turned in to the office or electronically to admin for official documentation and the maintenance of disciplinary records. The accumulation of 5 demerits in one grading period will result in an office referral and further disciplinary action. **Demerits serve as written documentation, not a singular consequence. It is expected that the faculty/ staff member will use their professional discretion when applying any pre-referral intervention strategy and necessary punishment toward the offending party for minor offenses. Appropriate consequences for demerits include, but are not limited to: parent contact, before/after school detention, hall isolation, lunch detention, classroom cleaning duty, assigned seat, and loss of privilege.

Possible Consequences

Minor Infractions	Major Infractions
<ul style="list-style-type: none">● Time for Time● Parent Contact● Loss of Privilege● Separation from Peers● Behavior Project● Detention (Before/After School, Lunch)● Restitution● Extra Curricular Duties	<ul style="list-style-type: none">● Restitution● Structured Day● In School Suspension (ISS)● Self Containment● Saturday School● Out of School Suspension (OSS)● Behavior Modification

***Excessive infractions or failure to comply with administrative intervention may result in the following: immediate suspension, referral to the Alternative School, or intervention by the SRO.

(HP) Horseplay - rough, boisterous play

- 1st Offense - Lunch isolation/Discipline Packet
- 2nd Offense- After School Detention/ISS/School activity and event suspension/Discipline Packet
- 3rd Offense - Saturday School/Suspension/Behavior Modification
- Others - Alternative School

• (TC) Tardy to class - delayed or delayed beyond the right or expected time; late

- 1st Offense-Warning by the classroom teacher
- 2nd Offense- Turned into administrator. Lunch isolation
- 3rd Offense-ISS/Activity/Event suspension/ASD/Saturday school
 - 4th Offense- Behavior Modification

• (D) Disruption - disturbance which interrupts a class, event or activity

- 1st Offense - Teacher's discretion
- 2nd Offense- ISS/Lunch isolation
- 3rd Offense- Turned into administration/Behavior modification

• (PDA) Public display of affection - frontal hugs, kissing, etc.

- 1st Offense - Warning
- 2nd Offense – ISS/ school activities suspension/events/Lunch isolation/Parent contacted
- 3rd Offense – ISS/Parent contacted/Behavior Modification

• (P) Profanity - blasphemous or obscene language

The use of profanity is inappropriate and will not be tolerated. Discipline will be determined by the administrator and may include but not limited to: ISS/ Suspension/Behavior Modification

- **(DSP) Destruction of school property - defacing or mistreatment of school property**

Student discipline will be determined by severity of vandalism from administration and may include Detention/ISS/Suspension/Behavior Modification/Alternative School

- **Play guns/Airsoft guns/other possible weapons** that cause a disruption to the educational environment will be handled by Administrators and SRO. Possible 10 day suspension or request for Alternative Placement.
- **Vapes, E Cigarettes, Dab pens:**
 - **Dab pens: Zero Tolerance-request for Alternative School placement for 180 school days and SRO will petition to court/charge.**
 - **E c-cigs/Vapes: The Ecig may be tested by the school to determine its content.**
 - **Ecig=CBD or if not tested**
 - **1st offense- 5 days ISS or Saturday school assignment equivalent.**
 - **2nd offense-10 days ISS (or Saturday school equivalent), petition to court**
 - **3rd offense-20 days Alternative School**
- **E cig= THC or any drug related mix (with test results)**
 - **E-cigs will be tested using test strips**
 - **Zero tolerance-Alternative school for 180 days with positive test result, and competition to court. Students will have Your Choice Prevention Education (yourchoiceprevention.org); If a parent wants to challenge the test they may do so at their expense, must be approved by school Administration.**

- **Courts will discipline as they think will be best when a petition is served.**

STUDENT DISCRIMINATION/HARRASSMENT AND BULLYING/CYBERBULLYING AND INTIMIDATION - refer to board policy 6.304. This can be found on the website www.fcstn.net under board policies.

ARGUING / BULLYING (PHYSICAL, VERBAL, EMOTIONAL, SEXUAL) Pending an investigation, all parties involved will be sent home for the remainder of the school day. Following the investigation, consequences will be determined by the administrator following the investigation. Consequences may include, but are not limited to ISS, suspension, request for alternate school placement, and court petition.

FIGHTING (WILL NOT BE TOLERATED) For the purpose of these procedures in order for it to be classified as a fight there must be physical contact between students.

Category I- A simple fight where there is no serious personal injury and no weapon is used.

1st incident-

- Immediate suspension for the remainder of the day. Administrator conducts investigation.
- Parent Conference as soon as possible.
- 1 day suspension plus 2 days ISS
- SRO files petition to court

2nd incident

- Immediate suspension for the remainder of the school day. Administrator conducts an investigation.
- Parent Conference as soon as possible.
- 3 day suspension

- SRO files petition to court
- Other options after the student returns from 3 day suspension. (A.) Alternative School (B.) 3 days ISS

Category II- There is serious injury to a student or a weapon is used.

1st incident

- Immediate suspension for the remainder of the day. Administrator and SRO conduct investigation. • Parent Conference as soon as possible. • SRO files petition to court.
- The nature of the injury or type of weapon used will be considered when determining the actual length of the Alternative School placement.
- If circumstances dictate expulsion from school may be considered an option.

DRESS CODE VIOLATION (BOARD POLICY 6.310)

- **1st Offense** – Warning and change of clothes.
- **2nd Offense** –Lunch isolation. Change of clothes.
- **3rd Offense** – ISS/Behavior Modification/ Call home/ Change of Clothes

Detention (Before or After School Detention) Students may be detained before or after the school day as a means of disciplinary action. Detention will be assigned from 7:00-7:45 in the mornings or 3:00-3:45 in the afternoons. The following 7 guidelines shall be followed: 1. The student will be given at least one day of notice before detention; 2. Parents will be informed before detention takes place.

CELL PHONE POLICY (School Board Policy 6.312) Use by Students in Grades 6-12

Students may possess PCDs while on school property. The devices may be used before and after school, during lunch periods and during class transition times. The PCD must not be in use during class times. The principal or the

principal's designee may grant a student permission to use a PCD during class time for a specific academic purpose or at other times for other purposes that the principal deems appropriate. PCD shall not be used to record, film, stream, broadcast, AirDrop, Quick Share, and/or video school personnel or students without the principal/principal designee's permission.

VIOLATION OF PERSONAL COMMUNICATION DEVICES AND/OR ELECTRONIC DEVICES

Any school employee who discovers a student using, assessing, or displaying a PCD or electronic device in violation of this policy shall report the violation.

Students must adhere to the Franklin County Board of Education's Acceptable Use Policy when using PCDs and personal electronic devices as permitted in this policy. Possession of PCDs and/or personal electronic devices under the circumstances set forth in this policy is a privilege which may be forfeited by a student who fails to abide by the terms of this policy.

A PCD used outside these parameters may result in confiscation of the PCD until it can be released directly to the student's parent or guardian. A student who possesses a PCD, in violation of this policy, is subject to related disciplinary action. Continued violation of this policy may result in loss of PCD privileges. Additionally, students may lose PCD privileges for any policy violation that is related to or is the result of the use of a PCD whether or not the PCD was used within the parameters of this policy.

The Franklin County Board of Education, its schools, nor its employees assume responsibility or liability for the loss or damage to any student's personal communication device, or for the unauthorized use of a student's personal communication device.

INAPPROPRIATE USE OF PCD AND/OR ELECTRONIC DEVICES

In addition to the parameters established above, use of a PCD or other electronic device to bully, harass or intimidate others will be subject to related disciplinary action. Using a PCD or other electronic device for any illicit activity including but not limited to take, disseminate, transfer, or share obscene, pornographic, lewd, or otherwise illegal images, photographs, or similar material whether by electronic data transfer or otherwise may constitute a crime under State and/or Federal law. Any student taking, disseminating, transferring, possessing or sharing obscene, pornographic, lewd, illegal, or otherwise inappropriate images or photographs of other students or any other individual, particularly underage, at school, on a school bus or while attending any school event or activity will be subject to the disciplinary procedures of the school district and reported to law enforcement and other appropriate State or Federal agencies.

ZERO TOLERANCE POLICY (School Board Policy 6.309)

MINIMUM SUSPENSION GUIDELINES FOR STUDENTS REMANDED TO THE ALTERNATIVE SCHOOL

VIOLATIONS	MINIMUM SUSPENSION-Placement (Number of SCHOOLS DAYS)
1) WEAPONS & DANGEROUS INSTRUMENTS *Board Policy 6.309	180 days- (1) calendar year Principal/designee to scan completed form 'Referral- Alternative School Referral (6.319.1)' to Administrator of Alternative School
2) Assault *Board Policy 6.309	180 days- (1) calendar year Principal/designee to scan completed form 'Referral- Alternative School Referral (6.319.1)' to Administrator of Alternative School
3) Drugs- including e-cig with THC or any drug-related mix with positive test results	180 days- (1) calendar year Principal/designee to scan completed form 'Referral- Alternative School Referral (6.319.1)' to Administrator of Alternative School
4) Electronic Threats *Board Policy 6.309	180 days- (1) calendar year Principal/designee to scan completed form 'Referral- Alternative School Referral (6.319.1)' to Administrator of Alternative School
5) Failure to relinquish cell phone **Board policy 6.312	20 days
6) Three dress code violations ***Board policy 6.310	20 days
7) Possession/Use of Alcoholic Beverages Board policy 6.307	1st Offense- 45 days 2nd Offense- 60 days

8) e-Cig violation (CBD/tobacco)	3rd Offense- 20 days
9) Other (excessive infractions/violations) To include, but not limited to, issues of harassment, cyberbullying, threat, extortion, theft	1st Offense- 20 - 45 or more days 2nd Offense- 60 days *determined case by case, dependent upon the severity of the infraction

***Board policy 6.309- Zero tolerance offenses. Requires notification of local law enforcement.
TCA 49-6-3401 (g)(2); TCA 49-6-4215**

****Board policy 6.312- Use of Cellular Phones and Other Personal Communication Devices in School**

*****Board policy 6.310- Dress Code- Middle and High School**

Dress Code 6.310

The Franklin County School System is committed to help create and maintain the very best learning environment possible. A correlation certainly exists between appropriate attire and a positive learning environment.

Any dress that is considered contrary to good hygiene, distracting or disruptive in appearance, detrimental to the educational environment or to the public image of the school shall not be allowed. The administration of the school reserves the right and responsibility to determine whether a student's attire is within the limits of appropriateness for school, decency, and modesty. In matters of opinion, the judgment of the principal/designee shall prevail.

Some general expectations are:

1. Pants will be belted at the waist when appropriate; and
2. Shirts must completely cover the abdomen, back, shoulders, midriffs, and cleavage.

The following specific expectations have been established to help create and maintain the best learning environment:

1. All clothing must be clean, appropriate for school, and size appropriate. Clothing must not be see-through.
2. Rips, tears, or slits showing above midthigh length are not permitted. Students may wear clothing with rips, tears, or slits as long as leggings, tights/yoga pants or compression-type clothes are worn underneath rips or tears.
3. Outerwear with a hood is allowed but the hood is not to be 'up' (on, or covering, the student's head) inside school facilities.
4. Shorts, skorts, capris, dresses and skirts should strike the legs at midthigh.
5. Tights of any kind - leggings,/jeggings, or yoga pants - worn as outer wear are not permitted unless the following criteria is met: the shirt, skirt, or dress worn with the tights, leggings/jeggings, or yoga pants must strike the legs at midthigh.
6. Pants must be worn above the hip-bone; sagging/bagging is not allowed.
7. Footwear is required and must be worn; footwear must be safe and appropriate for indoor and outdoor activities. Inappropriate footwear includes, but is not limited to, house shoes/bedroom slippers, and skate shoes.
8. Clothing and accessories including, but not limited to, book bags, backpacks, belt buckles, patches, jewelry, and notebooks must not contain or have printed on them racial/ethnic slurs or symbols, gang symbols/affiliations, or vulgar, obscene, subversive, sexually suggestive language, symbols, or images.

Clothing and accessories such as book bags, backpacks, belt buckles, patches, jewelry and notebooks shall not be derogatory to any individual or groups, or disruptive to the school environment.

Clothing or accessories shall not promote products which students may not legally buy such as alcohol, tobacco, illegal drugs, and controlled substances or promote violence.

9. Items which are prohibited include, but may not be limited to:

- a. Sunglasses inside the school building, except for health purposes – doctor’s verification of need is required;
- b. Large, long, and/or heavy chains (including billfold chains); and
- c. Offensive tattoos must be covered.

The director of schools may allow exceptions for some of the above listed items for special school activities.

Appropriate corrective/disciplinary action will be taken by the school administration if a student comes to school in clothing that is not deemed to be appropriate. The principal’s discretion shall prevail in regard to appropriate attire for all after-school activities.

The Board expects the Director of Schools to require all principals and all certificated personnel to enforce the above dress code in a consistent manner.

Enrolling or Transferring a New Student

Enrollment Requirements	Transfer Requirements
<ol style="list-style-type: none">1. Certified Birth Certificate2. Social Security Card3. Immunization Records4. Physician's physical report5. Proof of Residence (TN Dr. Lic. or ID)6. Proof of Custody	<ol style="list-style-type: none">1. Complete transfer form with teacher and principal signature2. Parent/guardian will pay any fees pending and return all books3. Student records will be forwarded when all requirements are met4. Proof of Residence (TN Dr. Lic. Or ID)5. Proof of Custody Transfer

Transfer students will meet the same enrollment requirements as new students. A parent may request through the Director of Schools to attend a school within the system other than the one to which he/she is zoned as determined by the school destination of the school bus going by their home if space is available. However, the parent/guardian must provide their own transportation to and from the school.

GET SOME **G.R.I.T.**

G GROWTH	R RESPECT	I INTEGRITY	T TEAMWORK
BE AN ACTIVE LISTENER	BE ON TIME AND PREPARED	BE HONEST WITH YOURSELF AND OTHERS	BE ACCOUNTABLE FOR YOUR OWN LEARNING
ASK RELEVANT QUESTIONS	AVOID DISTRACTIONS	COMPLETE YOUR OWN ASSIGNMENTS	WORK HARD TO ACHIEVE YOUR GOALS
BE OPEN MINDED	BE CONSIDERATE OF OTHERS	BE RESPONSIBLE FOR YOUR ACTIONS	BE A POSITIVE ROLE MODEL
SEEK OPPORTUNITIES TO IMPROVE	VALUE CLASSROOM MATERIALS	APPROVE SITUATIONS WITH POSITIVITY	CELEBRATE PROGRESS AND SUCCESS

CLASSROOM EXPECTATIONS

GET SOME **G.R.I.T.**

G GROWTH	R RESPECT	I INTEGRITY	T TEAMWORK
BE A SUPPORTIVE MEMBER OF OUR SCHOOL COMMUNITY	BE MINDFUL OF PERSONAL SPACE	FOLLOW SCHOOL RULES	BE ACCOUNTABLE FOR YOURSELF
POSITIVELY CONTRIBUTE TO YOUR SCHOOL ENVIRONMENT	USE APPROPRIATE LANGUAGE	BE WHERE YOU ARE SUPPOSED TO BE	BE FOCUSED ON YOUR GOALS
BE TOLERANT OF OTHERS AND CELEBRATE DIFFERENCES	BE CONSIDERATE OF OTHERS	BE RESPONSIBLE FOR YOUR ACTIONS	FOLLOW THROUGH WITH COMMITMENTS
STEP OUT OF YOUR COMFORT ZONE	VALUE SCHOOL PROPERTY	APPROACH CONFLICTS WITH OPEN MIND	BE A POSITIVE REPRESENTATIVE FOR SOUTH MIDDLE SCHOOL

COMMON AREAS

School, Parent and Student Agreement

South Middle School Student Agreement

It is important that I work to the best of my ability. Therefore, I will do the following:

- Read and understand the student handbook.
- Attend school regularly and be on time to classes.
- Go to class with the supplies necessary to participate in my learning.
- Follow all school rules.
- Accept responsibility for completing and turning in all assignments.
- Use my classroom time wisely.

Student Name/Signature: _____

South Middle School Parent/Guardian Agreement

I want my child to achieve. Therefore, I will do the following:

- Read and understand the student handbook.
- See that my child is punctual and attends school regularly.
- See that my child has the supplies needed for learning.
- Support the school in its efforts to maintain proper discipline.
- Encourage my child's efforts and be available for questions.
- Establish a regular routine for completing homework
- Provide a quiet, well-lighted place for homework.

Parent/Guardian Name/Signature: _____

South Middle School Faculty/Staff Agreement

It is important that students achieve. Therefore, I will do the following:

- Support and encourage parental involvement.
- Provide an environment that allows for positive communication between students, teachers, administration, and parents.
- Provide a challenging, standards based educational program, preparing students for success in high school and beyond.
- Provide a variety of instructional strategies and activities to address the varied learning strengths of our students.
- Provide a nurturing and positive environment in which all students can feel supported and safe emotionally, intellectually, and physically.
- Provide students opportunities to take on more responsibilities and to make increasingly important choices about their own behavior and academics while encouraging integrity and honesty.

South Middle School Signature:

Dr. Tara Brewer, Principal

Let's All Have A Great 2023-2024 School Year!! Go Trojans!!

