

Bonaire Middle School

2022 – 2023 Handbook



125 Highway 96 East
Bonaire, Georgia 31005
(478) 929-6235 (478) 929-6245 Fax
<http://bms.hcbe.net>
www.facebook.com/BMSJaguars

Colors: Purple, Black, White

Mascot: Jaguar

Administrative Staff

Alyson Keenom, Principal
Elizabeth Foster, Assistant Principal for Instruction
Marlon Robinson, Assistant Principal

Melissa Bourke, Counselor & 504 Coordinator
Rhonda McDuffie, Counselor
Jeff Peavy, Athletic Director
Tara Craig, Media Specialist
Walter Stephens, Title IX Coordinator

Office Staff

Roxanne Bearden, Administrative Assistant
Brittney Brandful, Records Clerk
Amy Thomas, Bookkeeper
Manique Greene, Health Tech
Tamara Augsburger, Clerical

Support Staff

Tevita Woods, Nutrition Manager
Albert Smith, Lead Custodian

2002



2006

*Governor's Gold Award for
Greatest Gains in Meeting
& Exceeding Standards*



2010

*Beacon School to Watch -
Georgia Middle School
Association/National
Middle School Association*



2004

*Georgia Exemplary Middle
School Media Program*



2008

*RAMP Certified Counseling
Program - American School
Counselors Association*

Board of Education

P.O. Box 1850 • Perry, Georgia 31069 • (478) 988-6200

Mr. Fred Wilson, Chairperson

Mrs. Helen Hughes, Vice Chairperson

Mr. Dave Crockett

Mrs. Lori Johnson

Mr. Hoke Morrow

Mr. Bryan Upshaw

Dr. Rick Unruh

Our Mission & Vision

Mission: *Excellence in Academics and Character*

Vision: *Empower students to embrace learning and positive attributes to achieve their highest potential*

Our Core Values

- 🐾 BMS students are at the center of all we do and our practices reflect their best interest.
- 🐾 We recognize and address the social, emotional, and learning needs of all students and instill the skills necessary to help them reach their full potential.
- 🐾 We build positive relationships with our students to support a positive learning environment with high expectations.
- 🐾 We provide a safe and positive learning environment for all students that supports growth, risk taking, and creativity.



WE....

- are Focused**
- have Integrity**
- are Engaged**
- are Responsible**
- have Compassion**
- seek Excellence in Academics and Character**

Jaguar F.I.E.R.C.E. is a school-wide commitment to embody these attributes. We believe teaching, modeling, and setting high expectations for behavior and academics are foundational to our success school-wide and as individuals. Structure, procedures, and boundaries provide a safe environment for our students to grow, learn, take responsible risks, fail, re-group, try again, and be creative. The table below highlights our F.I.E.R.C.E. attributes and expectations in our school community. Each of the steps in our progressive discipline plan contains opportunities for students to learn appropriate behaviors and seeks to build in students the capacity to self-correct and to grow in maturity.

AT BMS
WE ARE

F
focused

I
integrity

E
engaged

R
responsible

C
compassionate

E

| | <i>Classroom</i> | <i>Hallway</i> | <i>Bathroom</i> | <i>Cafeteria</i> | <i>Bus</i> |
|----------|---|-----------------------------------|---------------------------------|--|---|
| F | Be prepared and follow directions | Have a pass | Use restrooms at assigned times | Move quickly and quietly in a single line | Follow all bus safety rules |
| I | Do your own work | Walk straight to your destination | Report and misuse | Follow all procedures | Behave appropriately |
| E | Actively participate | Complete your task promptly | Be quick and quiet | Have everything you need before you sit down | Be aware of your surroundings |
| R | Complete all assignments on time | Walk on the line | Keep bathroom clean | Clean up your area | Keep hands, feet, and objects to yourself |
| C | Speak positively to adults and students | Be polite and respectful | Wait your turn | Be polite to the cafeteria staff | Speak positively toward others |

E XCELLENCE IN ACADEMICS AND CHARACTER!



Practices, Procedures, & Policies

Bonaire Middle School student expectations comply with Houston County School District policies. Conformity to rules and regulations set forth in this handbook are expectations of the entire student body. Reasonable rules, fairly but firmly administered by a caring staff, will ensure every student's rights to a quality education in a secure, challenging environment. Students are responsible for adhering to all expectations in this handbook.

Advisement Program

Each student at BMS will participate in advisement with their 1st period class twice each month for a Second Step lesson. The lesson goal is to develop relationships, support students, and facilitate social and emotional learning. Second Step is a program rooted in social-emotional learning (SEL) that helps transform schools into supportive, successful learning environments uniquely equipped to help children thrive. Recognizing that middle school is a time of change, Second Step helps teach powerful skills and competencies—like handling strong emotions, setting and meeting goals, making good decisions, and forging positive relationships—while building the safe, supported learning environment middle schoolers need to succeed.

Academic Honors

Students who qualify will receive an academic honor award at awards ceremonies held at the end of the school year. To qualify, students must earn an overall 90 or higher average in their four academic classes by the 12-week grading period of second semester. The average will be calculated using the first term final grade and the 12-week grade.

Academic Integrity

Academic Integrity means honesty and responsibility in learning. Students are expected to complete and turn-in their own work. Instances of cheating (to obtain or attempt to obtain, or help someone else obtain credit for work that is not their own) and plagiarism (copying the ideas or words of another to turn in as your own) will result in consequences. Examples include but are not limited to:

- Turning in someone else's work as your own
- Copying from the Internet and pasting or writing into a document and turning it in as your work.
- Failing to put quotation marks around direct quotes and/or to correctly cite direct quotes.
- Changing a few words but keeping the same sentence structure.
- Copying so many words or ideas from a source that it makes up the majority of your work

After School Activities

A number of after school activities will be planned for the enjoyment and social development of students. These activities will include club projects, class projects, social events, athletic, and other school related functions. Please review the clubs and activities page in the handbook for available activities to participate in. 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 may be unable to attend the next after school event.**

All school rules apply to school activities after regular school hours.

1. Guests from other schools must also follow BMS rules.
2. Once in the gym or on the field, students who leave and return must pay to get back in the event.
3. Attendance at an after-school activity should be for the enjoyment of the activity. Students will be required to leave without refund if their actions indicate other intentions or interests.
4. School dances are held throughout the year for BMS students only. Times will be announced prior to the event, and students must be picked up promptly.
5. Students must be counted present for the day in order to participate in any school activity.
6. **Students assigned ISS are not allowed at after school functions and may not participate in extracurricular activities beginning on the day ISS is assigned through completion of the assignment.**

Arrival and Departure Procedures

Students may arrive at school no earlier than 6:50 a.m. Between 6:50 am – 7:30 am, parents providing transportation must drop-off students at the gym (east) side of building. Please follow the set traffic pattern for drop off; student safety is paramount. Students may not be dropped off at the front entrance and should enter the building using their identified grade level entrance.

- 🐾 **Students not in 1st period at the 7:30 bell are considered tardy.** *After 7:30, students must use the front office entrance in order to be signed in by a parent and receive a tardy pass. Please see the Tardy Policy for more detailed information.*
- 🐾 Car riders are dismissed at the 2:30 pm bell and should be picked up in the car rider line on the gym side. Students walking to/from school need to have a note from their parent(s) on file in the office. **Unless engaged in extracurricular activities, students must be picked up by 3:00 pm each day.**
- 🐾 Bus riders will begin departing at 2:32 p.m. on the bus ramp side of the building. Only bus students are allowed on the bus ramp. **During bus arrival and departure times, cars are not allowed on the bus ramp.**

Attendance

In the district Guidelines and Policies portion of the handbook you will find state and county rules regarding absences from class. In addition to these rules, BMS students should note the following:

- 🐾 **Student achievement and school attendance go hand in hand.** It is most important that students be in school unless there are legitimate reasons for their absence. This includes students arriving at school on time.
- 🐾 Instruction begins at 7:30A.M.
- 🐾 If a student is absent a written excuse within **three days** upon returning to school is required, otherwise the absence will be considered unexcused.
- 🐾 The school may refer students with excessive absences to the school social worker. **At five unexcused absences a student will be placed on a truancy contract.**
- 🐾 Students who have extended absences because of illness or accidents may apply for admission to the Hospital/Homebound Program. Please contact the guidance office.
- 🐾 **It is the student's responsibility upon return to school to gather all missed assignments and access Google Classroom to turn them in within 5 days of returning to school.**
- 🐾 The school may request doctor's notes for excused absences related to personal illness.

In accordance with the State Board of Education policy, only the following circumstances will be counted as excused absences:

- 1. Personal illness/medical appointments**
- 2. Death or serious illness in the immediate family**
- 3. Recognized religious holidays observed by the student's faith**

Military Family Deployment - Absences for Special Consideration

Bonaire Middle School is supportive of our military families, especially during the difficult time of deployment. In an effort to ease the burden of our students who have parents deploying, Houston County Schools will allow up to a total of 10 days of excused absences each academic year to allow families time during the deployment cycle. Absences may be planned to best fit your individual family needs. Excused absences will be allowed for the following situations:

- Pre-deployment, the day before deployment - one day;
- Day of departure - one day;
- Reunion, post-deployment - one day;
- R&R break-up to three days; or
- Travel to visit an injured parent - up to five days. Forms may be accessed on our website.

Anonymous Alert

At Bonaire Middle School, safety is our number one priority. Anonymous Alerts® is another tool that we are offering to help protect our students by providing a way to submit anonymous reports of urgent matters to the administration. Our goal is to work together to ensure the safety and security of all of our students and staff. Anonymous Alerts® provides a way to report confidentially any safety concerns, such as bullying, threats and other sensitive topics. If something urgent or life threatening occurs, it is imperative to call 911.

From the App Store, search for “Anonymous Alerts.” Download the free app and then click on the app to enter this activation code: hcscs

You can also access the reporting system under the parents and student tab on our website.

Book Bags

Book bags will be utilized this school year in addition to a locker. Students will be allowed to carry their belongings during the school day using their book bag. Book bags should be of normal size to ensure they hang from the back of a student chair appropriately. Rolling book bags may be approved for medical reasons. Please contact the guidance office with those concerns.

Books

You are responsible for your textbooks and library books whether they are lost, stolen, or damaged. A new textbook will not be issued until the replacement cost has been paid to the bookkeeper. A fine of ten cents will be charged for each day that a library book is overdue. Library fines are paid to the media specialist. Failure to pay can lead to the loss of media center privileges.

Bus Information

Students must ride their assigned bus. Students must get on and off the bus at their assigned location only. The bus and bus stop are an extension of the school. Students will be assigned consequences for misbehavior and may be suspended from riding the bus. When a student is denied bus transportation due to misconduct, his/her absence from school is not excused.

Bullying

Bullying will not be tolerated at Bonaire Middle School. In the district Guidelines and Policies portion of the handbook you will find state and county rules regarding bullying. BMS takes bullying seriously and such situations will be investigated and handled using the guidelines. We encourage students to report any suspected bullying to a counselor or an administrator immediately or through the Anonymous Alerts app.

Change of Address or Information

It is imperative to keep infinite campus up to date with your correct address and contact information. Parents will review their IC information sheet at the beginning of the year for accurate information. Please contact Mrs. Brandful if information in infinite campus needs to be updated.

For a change of address, please visit www.hcbe.net, click the parent tab, then Central Registration for the change of address form and proof of residency requirements. You must complete a change of address at central registration.

Conferences

We encourage you to contact the school if at anytime you feel it would benefit your student. In order to protect time for teaching and learning, all conferences will be held from 2:30-3:00 pm. To schedule a conference, please contact the guidance office at 478-929-6235. For last names A – K contact Dr. McDuffie and for last names L – Z contact Mrs. Bourke.

Contacting Your Child

We will do our best to deliver messages that are not emergency situations to the 6th period teacher prior to 2:00 pm. Your child's cell phone/device will not be available to them during the school day for telephone or text purposes as noted below. **Students needing to contact a parent should ask for a pass to the front office to use the phone there. Calling or texting a parent from their device is a violation of the cell phone policy and will result in appropriate disciplinary action.** You may also email your child's teacher(s) however, teaching and learning are the focus of our day and it is very likely that the teacher may not see the email until after school.

Devices

All electronic devices that are not school issued should be placed in a zipped compartment of the student's book bag from 7:00 am – 2:30 pm. Students will be permitted to use school issued devices for learning purposes only during the school day. The use of social media and taking pictures or videos is prohibited. **A cell phone in hand is a phone in use. Additionally, a visible cell phone will result in confiscation. Refusal to surrender a device to a staff member will result in ISS.** Students who violate this policy shall be subject to appropriate disciplinary action. Devices are to be powered down prior to entering the school building and are kept in the student's book bag. Devices confiscated will need to be picked up by a parent after school hours.

1st offense Warning, confiscation of device, & warning letter signed
2nd offense 3 days ISS or Alternative Discipline and confiscation of device
Progressive discipline will be used from that point forth.

BMS is not responsible for lost or stolen electronic devices.

Discipline

School is a place designed to promote positive learning experiences. This process becomes limited when students choose to be either disruptive or non-conforming. Research shows that students learn best and teachers provide the best instruction in a safe and orderly environment. Students who choose to violate school rules and policies will receive consequences immediately.

Major disruptions, defiance, and issues of safety will result in an immediate office referral and disciplinary consequences. Our goal is to facilitate the maturity process and to build capacity for good decision-making and appropriate behavior.

NOTE: The administration, faculty and staff reserve the right to address students when guidelines, rules, and procedures are not followed. Giving false information to staff members will result in disciplinary action.

Offenses involving drugs, alcohol, violence, sexual harassment, or theft are considered extremely serious and may result in immediate recommendation to student review or tribunal and/or involvement of law enforcement officials.

Each student will be disciplined according to the particular incident, his/her involvement, and his/her cumulative discipline history.

The following is a list of consequences used at Bonaire Middle School. The situation will depend where in the progression a student will begin consequences:

1. Conferences: Parents are encouraged to set up conferences with teachers at the first sign of a problem in the classroom through the counseling offices. Many times minor problems can be eliminated at this stage. Parents are encouraged to communicate regularly with teachers through the school email system. Parents can reach any school employee through school e-mail. Addresses are assigned as firstname.lastname@hcbe.net.

2. Refocus Opportunity When a behavior is determined by the teacher to be a minor disruption to teaching & learning, the student will receive an immediate consequence - a REFOCUS opportunity. This opportunity allows the student to consider his/her behavior choice, the effect of the choice on him/herself, peers, and the learning environment, and provides focused time to determine a better behavioral choice. It is our hope that students will maximize the REFOCUS opportunity and quickly rejoin the learning community.

3. Lunch Reflection: Students will be assigned a lunch reflection where they will report to an assigned classroom during their lunchtime to eat and complete a written reflection highlighting positive behavior, decision-making, and strategies to change behaviors.

4. Administrative Detention: Only an administrator may assign administrative detention. Detention is held in the ISS room during lunch and/or Connections. Failure to complete detention may result in ISS.

6. In-School Suspension: The purpose of In-School Suspension is to remove the student from the classroom, **but still afford them the opportunity to complete assigned work.** Students assigned to In-School Suspension will also be required to sign an ISS agreement prior to beginning their assignment. Students assigned to ISS must report to the ISS room upon arriving at school. Students who received discipline referrals while serving an assignment in ISS will be assigned additional days, suspended home, or referred to a Student Review Committee depending on their cumulative discipline record. Students assigned to ISS will not be allowed to participate in any extracurricular activity.

7. Student Discipline Contract: Students who violate certain major offenses (i.e.: physical contact with another student), or students who are assigned to ISS repeatedly will be placed on a Student Discipline Contract. This discipline contract serves as a written warning that the student has a history of disciplinary referrals and must refrain from further discipline referrals for the remainder of the school year or they can be suspended home or referred to the Student Review Committee with a recommendation for placement in an alternative school setting.

8. Restitution: In certain situations, where damage and/or theft have occurred, restitution may be required as part of the disciplinary action. The principal will make this determination.

9. Out of School suspension: Students who receive out of school (OSS) suspension will receive an unexcused absence for the days of the suspension and will have 5 days upon returning to school to make up work. Home suspension is a last resort disciplinary measure used for severe consequences or situations that resulted in bodily harm to another student. OSS is also a consequence that may be assigned prior to referral to a Student Review Committee in some situations.

10. Notification of law enforcement officials: Per Board of Education policy, severe disciplinary offenses may require notification of law enforcement officials. In addition, law enforcement officials

will be notified during other circumstances that the principal deems necessary for student/faculty safety or disruption of the school day to include any occurrence of physical contact between students. Once an issue is turned over to our SRO, they determine consequences issued outside of school. Consequences issued by the school are separate.

**Students who engage in a physical altercation may be issued a citation based on the investigation and determination of the school resource officer.*

11. Student Review: In situations where an administrator is recommending placement in an alternative school setting from Bonaire Middle School, a student review hearing may be used. A committee of three will make a disciplinary recommendation based on the information presented by both the school and the parents. Some infractions do not meet the qualifications for a student review and instead will advance to a tribunal hearing.

12. Board of Education Tribunal Hearing: In severe situations or situations where parents are appealing a Student Review Committee recommendation, a Board of Education Tribunal Hearing may be used. This hearing must be set up through a building level administrator. This hearing will be held at the district office in Perry and will be an official taped proceeding.

Dress Code

Students will dress and groom in a manner that is modest and appropriate. There is a positive relationship between a neat, appropriate appearance and a good learning environment. All students are encouraged to take pride in themselves and in their schoolwork. Dress Code Policies are enforced at all school related functions unless other notice is given. Failure to comply with the Houston County dress code policy will result in disciplinary action. Please see the county dress code policy in the Middle School Handbook. **Students who arrive at school with unacceptable attire may be placed in ISS until the attire is corrected.** Students who are found to be in violation of the dress code are subject to disciplinary action. Repeated dress code violations are recognized as defiance and will be met with progressive disciplinary consequences.

General Rules

- Outer clothing that resembles loungewear, pajamas, or underwear is prohibited.
- Fads and styles in dress that differ extremely from conventionally accepted standards are prohibited.
- Any clothing that is viewed as distracting because of extremes in style, fit, color, pattern, fabric, etc., shall not be permitted. **Undergarments may not be exposed at any time.**
- Blouses/shirts should be constructed so that the **top of the shoulder is covered and is fitted under the arms** (no halter tops, tank tops, strapless tops, spaghetti straps, or bare-shouldered tops of any type will be allowed). **Blouses/shirts which expose any portion of the waist, hips, or midriff are not allowed.** Blouses/shirts that are not appropriate for school include those that are **low-cut, see-through, backless, or tube tops.**
- Holes in clothing that are **excessive** in size or amount or **allow skin to show above mid-thigh are prohibited.** If jeans with holes above mid-thigh are worn, they must have leggings on underneath.
- In accordance with board policy governing student conduct with regard to bullying, weapons, gangs, and drugs: clothing shall be free of inflammatory, suggestive, racial, or other inappropriate writing, advertisement, or artwork. This includes offensive words and designs, violence (blood, death, weapons), sex, hate groups, tobacco products, drugs, and alcohol.
- No clothing or other article may be worn or displayed which may indicate membership in a gang at school or any school function.
- Skirts, shorts (for females **AND** males), and dresses must be **mid-thigh length** or longer. Pants must be worn at the waist.
- When leggings or yoga pants are worn, a dress, shirt or skirt must be worn over the leggings. **The dress, shirt, or skirt must be at least mid-thigh in length or longer. T-shirts do not meet the mid-**

thigh requirement.

- Students may not wear hoods or hats on their heads while in the building.
- Shoes/sandals must be worn at all times. Cleated shoes are prohibited inside the building. House/bedroom slippers are not acceptable.
- Students may not wear hats, caps, bandanas of any color, sunglasses, combs, picks, etc., inside the building.

Early Dismissals

Any student who needs to leave before the school day ends at 2:30 p.m. must come to the office in the morning **before** 1st period to receive an early dismissal slip and present a note from home signed by the parents, stating the time and reason for the early dismissal. At the time of departure, the student will show the early dismissal slip to the classroom teacher and then report to the office to officially sign out. If students return to school after an early dismissal, they must report to the office to sign back in and get a re-admittance slip. This is for attendance reporting purposes. *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.* A parent or their designee (as indicated on the student's Infinite Campus) must come to the office and check out the student before they will be released.

To ensure a safe and structured dismissal, no early dismissals will be allowed after 2:00 pm.

We will only release your child to persons listed in Infinite Campus. If you need to amend this information, please contact Mrs. Brandful. 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.

Field Trips

Field trips are part of the middle school experience for all students. Student academic standing and conduct determines participation in any activities. Upon a student's second assignment to ISS, he/she may lose the privilege of participating in field trips. In addition, students who are failing classes could forfeit their field trip privileges. The cost of the field trip will not be refunded. In some instances, refunds may be made if travel arrangements & tickets have not been purchased by BMS or its representative.

Grading Weights

In Houston County, we use a weighted grading system in all classes at the middle school level to determine averages. The grading scale listed below will be followed:

A student's final yearly average for their report card and transcript will be the average of the first semester grade and the second semester grade.

A 90-100

B 80-89

C 70-79

F 69 and below

| GRADE Category | 6 th Grade | 7 th Grade | 8 th Grade EOG Course | 8 th Grade EOC Course |
|----------------|---|--|--|---|
| Major | 40% | 40% | 40% | 40% |
| Minor | 30% | 30% | 30% | 25% |
| Daily | 25% | 20% | 15% | 15% |
| Final | 5% | 10% | 15% | 20% |
| Final Notes | Sem. 1: Final from last 9 weeks content. Sem. 2: Final from 18 weeks of content | Sem. 1 and 2: Final from 18 weeks of content. | Sem. 1 and 2: Final from 18 weeks of content. | Sem. 1: Final from 18 weeks of content. Sem. 2: Final from EOG grade. |

Guidance/Counseling Office

Services available through the guidance/counseling office include: personal counseling to students, individual and group activities for academic, emotional and social development. Counseling services will be offered to all students based upon student need and desire to participate unless written parental notice requests that services not be offered. Parent conferences should be scheduled through the counseling office. Parents should call 478-929-6235 to schedule an appointment with the appropriate counselor: Last names A – K, Dr. McDuffie and L – Z, Mrs. Bourke.

Homework

Learning is important and should continue after school hours. Students at BMS will be assigned homework on a regular basis to include assignments using Google Classroom. The average nightly time required for most students will be approximately 10 minutes per grade-level, 6th = 60 minutes, 7th = 70 minutes, 8th = 80 minutes. More time may be required for special projects or for studying for tests. Students are responsible for documenting homework assignments on their weekly calendar. **Parents are advised to check with their student daily to keep informed of homework status.** Learning Lunch or JAG Academy is an opportunity assigned by teachers for students who do not turn in assignments, or are otherwise in need of additional time on task academically.

Internet Policy and Usage

Bonaire Middle School recognizes the importance of having access to the Internet and fostering digital citizenship; we follow the guidelines given by the Houston County School Board. Students must have a permission form signed by a parent on file. Houston County uses Internet filtering software and we make every effort to protect students from inappropriate content however, even with these precautions, students may come upon inappropriate content. If an inappropriate site comes up, the student must notify a teacher or staff member immediately. **Deliberate inappropriate use of the Internet will result in disciplinary action. Please see the Internet Policy & Procedures in the Middle School Handbook.**

Lost & Found

Misplaced items will be placed in a bin on the stage in the BMS Cafeteria. At the end of each month, items will be bagged and sent to Goodwill. Glasses, phones, and purses will be brought to the front office. Items in the office not claimed by the end of the school year will be donated or discarded.

Lunch

Students may purchase a well-prepared meal or bring lunches from home. **Commercially prepared food cannot be taken to the cafeteria nor can persons outside of the school deliver it to a student on campus.** Visitors will not be allowed during lunchtime. If a family is unable to pay for lunches, applications for assistance may be obtained from the lunchroom and online. Lunch can be paid at the school or via MySchoolBucks, online or smartphone. Checks should be made payable to Houston County School Nutrition. If a student forgets his/her lunch money one day, **he/she will be allowed to charge 1 meal.** Extra items are available for daily purchase in the cafeteria. Due to space, parents are not permitted to eat lunch at school with their student.

Medicine at School

Whenever it is necessary for your child to take prescription or over-the-counter medication during the school day, the following Houston County Board of Education policies must be followed for the safety and well being of all students:

- 🐾 All medicine must be brought to school **by a parent or guardian** in the original container and labeled with the child's name, date, instructions for dosage, (and name of issuing physician if prescription medication).
- 🐾 All medicine (prescription and over-the-counter) is kept in the front office and administered by the school secretary, medical technician, or receptionist.
- 🐾 All over the counter medication brought to school should be in an unopened and brand new container.
- 🐾 Short-term medications (less than two weeks) must be accompanied by a written note from the parent directing that the medication be administered at school. Specific information regarding dosage must be clearly stated and the medication must not be left more than two weeks.
- 🐾 Long-term medication (all school year) must be accompanied by HCBOE form HRS-29 (available in the office) and signed by the physician.
- 🐾 BMS is prohibited from providing over-the-counter medication (e.g., Tylenol, Advil, cough medicine, eye drops, Pepto Bismal) at school. In the event your child needs an over-the-counter medication during the school day (headache, etc.), but is not ill enough to leave school, you will be called and asked to provide the medication for your child.
- 🐾 Basic first-aid supplies are provided for mishaps at school, however we are not allowed to use over-the-counter products such as Neosporin, etc.

Please see the Middle School Handbook for more information on medicines at school.

Progress Reports & Report Cards

Progress reports are to be signed by the parent and returned promptly to the 1st period teacher. If you desire a conference, please contact the guidance office. Your signature on the progress/report card means you acknowledge and understand your student's academic progress. Progress reports are issued at six and twelve-week intervals during each semester with report cards issued at the end of each semester. **Altering grades and/or falsifying a parent's signature on progress reports or report cards will result in consequences.**

Grades can be viewed in real time on Infinite Campus and we highly encourage parents to do so. Parents must register online to obtain a username and password. Parents must have the student number, student social security number, and date of birth to register online. Grades are kept current within one week. For more information or to register, parents should go to: <http://www.hcbe.net/parents.htm>.

| Report | Grading Period Ends | Date Report Issued |
|---------------|----------------------------|---------------------------|
| Progress | September 13 | September 15 |
| Progress | November 1 | November 3 |
| Report Card | December 16 | January 6 |
| Progress | February 21 | February 23 |
| Progress | April 12 | April 14 |
| Report Card | May 24 | May 26 - mailed |

Residence in the BMS Zone

All students attending BMS must be legal residents in Houston County and reside with the custodial parent in the Bonaire Middle School zone or have had an out-of-zone request approved through the Superintendent of Schools. School officials may require proof of residency or custody when any questions about such arise. Please report any address or custody changes to Central Registration.

Respect for Faculty and Equipment

We are fortunate in that we have the privilege of attending school that has been remodeled and updated. Students should take pride in their school and make every possible effort to keep the building as clean as possible. Students are required to put all paper, cans, food, etc. in trashcans. Each student is expected to assume responsibility for the care of all school property. Students who damage property accidentally are responsible for paying for the damage. Students who willfully deface or damage school property in any way shall pay in full for all damages and will receive disciplinary action.

It is the student's responsibility to comply with classroom and school rules. Students are required at all times to obey reasonable requests from faculty members. This includes identifying themselves to faculty members when asked to do so. Failure to respond appropriately or refusal to follow the direct request of a faculty member will result in disciplinary action.

School Council

Bonaire Middle School conducts regular school council meetings. School council serves as an advisory body. The council shall provide advice and recommendations to the school principal and, where appropriate, the local board of education on any matter, including but not limited to, the following:

- School calendar
- School codes for conduct and dress
- Curriculum, program goals, and priorities
- The responses of the school to audits of the school as conducted by the Office of Education

Accountability

- Preparation and distribution to the community of a school profile which shall contain data as identified by the council to describe the academic performance, academic progress, services, awards, interventions, environment, and other such data as the council deems appropriate
- School-budget priorities, including capital improvement plans
- School-community communication strategies
- Methods of reporting to parents and communities other than through the school profile
- Extracurricular activities in the school
- School-based and community services
- Community use of school facilities
- Recommendations concerning school board policies
- Receiving and reviewing reports from the school principal regarding progress toward the school's student achievement goals, including progress within specific grade levels and subject areas and by school personnel
- The method and specifications for the delivery of early intervention services.

Section 504

Section 504 of the Rehabilitation Act of 1973, commonly referred to as "Section 504", is a nondiscrimination statute enacted by the United States Congress. The purpose of Section 504 is to ensure equal access to the curriculum and to assure that students with disabilities have educational opportunities and benefits equal to those provided to non-disabled students. The Section 504 Coordinator for Bonaire Middle is Melissa Bourke, 929-6235, ext. 52103. Please see pages 32-35 in the Middle School Handbook for more information.

Semester Final Exams

Final exams will be given on the last three days of each semester. **Students and parents are asked not to schedule vacations and out-of-town trips on exam days. Exams will not be given early in any semester.** Please review the school calendar before scheduling vacation or other trips.

Tardies

Student tardiness disrupts instruction & learning for the late student and for his/her classmates. Tardiness can also affect grades and establish bad habits and should be kept to a minimum. **Any student arriving after the start of school at 7:30 A.M. must be signed in to the office by a parent or guardian.** In an effort to increase instructional time for all students, unexcused tardies will be cumulative for each semester and will be subject to the following consequences:

- | | |
|---|--|
| • 1 st tardy – Warning | • 10 th Tardy – 5 days Administrative Detention |
| • 2 nd Tardy - Warning | • 11 th Tardy – ½ day Saturday School |
| • 3 rd Tardy – Warning | • 12 th Tardy – 1 day Saturday School |
| • 4 th Tardy – Warning | • 13 th Tardy – 1 day ISS |
| • 5 th Tardy – Warning and Parent Conference | • 14 th Tardy – 1 day ISS |
| • 6 th Tardy – Warning and Parent Tardy Contract | • 15 th Tardy – 2 days ISS |
| • 7 th Tardy – Silent Lunch | • Tardies beyond 15 days will continue to accrue ISS days and disciplinary actions as noted in the Middle School Handbook, page 9. |
| • 8 th Tardy – Silent Lunch | |
| • 9 th Tardy – 3 days Administrative Detention | |

NOTE: *Excuses for tardies and early dismissals are the same as for absences: personal illness, illness in the immediate family, death in the family, religious holiday, or a court order*

Title IX

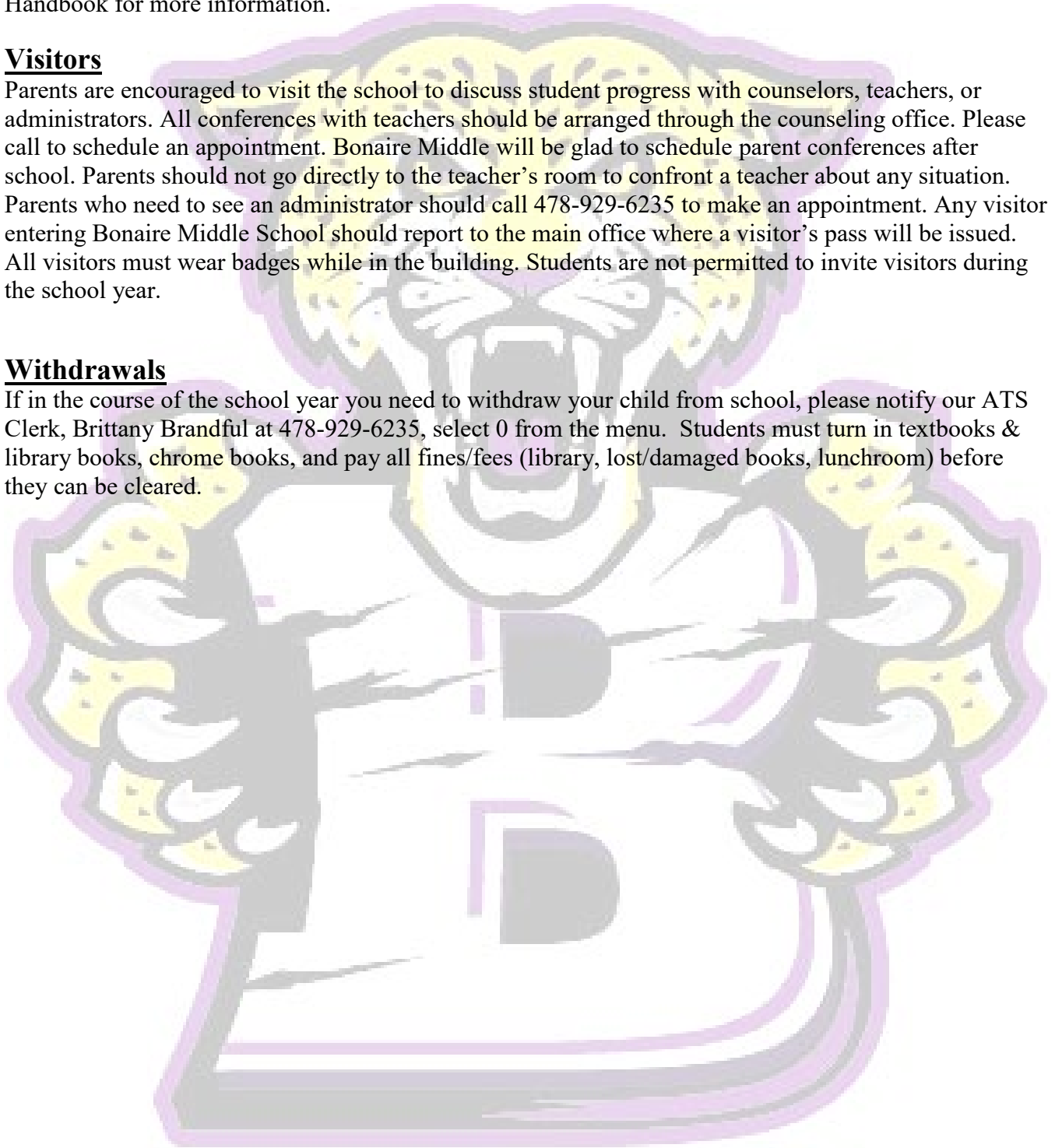
Title IX of the Education Amendments Act of 1972 prohibits discrimination on the basis of sex in education programs and activities. Our school does not discriminate on the basis of sex in its education programs and activities. Any inquiries concerning Title IX may be referred to our district Title IX Coordinator, **Dr. Walter Stephens at 478-988-6200**. Please see pages 39-40 in the Middle School Handbook for more information.

Visitors

Parents are encouraged to visit the school to discuss student progress with counselors, teachers, or administrators. All conferences with teachers should be arranged through the counseling office. Please call to schedule an appointment. Bonaire Middle will be glad to schedule parent conferences after school. Parents should not go directly to the teacher's room to confront a teacher about any situation. Parents who need to see an administrator should call 478-929-6235 to make an appointment. Any visitor entering Bonaire Middle School should report to the main office where a visitor's pass will be issued. All visitors must wear badges while in the building. Students are not permitted to invite visitors during the school year.

Withdrawals

If in the course of the school year you need to withdraw your child from school, please notify our ATS Clerk, Brittany Brandful at 478-929-6235, select 0 from the menu. Students must turn in textbooks & library books, chrome books, and pay all fines/fees (library, lost/damaged books, lunchroom) before they can be cleared.



Bonaire Middle School Club and Athletic Information

ACADEMIC TEAM

Faculty/Sponsor Contact: Jalanda Goff

Mission/Purpose: The Quiz Bowl Team will provide students with the opportunity to expand their knowledge in many subject areas beyond the school curriculum. Students will also have the opportunity to showcase their knowledge in a competitive environment.

Membership Requirement: Enrolled in advanced classes for the grade level of the student – Maintaining 85% or higher average – Teacher recommendation – based on motivation, skill, work ethic and desire – Able to stay after school for practice sessions

Financial Obligation/Dues: None

Activities: Local competition against other middle schools within the county, PAGE Bowl regional competition if team qualifies, PAGE Bowl state competition if team qualifies

ANIME

Faculty/Sponsor Contact:

Mission/Purpose: Provide students who enjoy the genre a place to discuss, explore, and learn more about the illustration and story telling of anime.

Membership Requirement: Open to All

Financial Obligation/Dues: None

Activities: Monthly Meetings

BAND

Faculty/Sponsor Contact: Leah Williams and Kathryn Barnett

Mission/Purpose: The band offers opportunities for students to learn to play an instrument and perform.

Membership Requirement: Open to all Band Students

Financial Obligation/Dues: TBA

Activities: School events, local and state competitions, local concerts

JR. BETA CLUB

Faculty/Sponsor Contact: Candace Long

Mission/Purpose: The mission of the National Beta Club, a student centered organization, is to continually develop and nurture individuals by providing opportunities and experiences enabling them to demonstrate the ideals of character, achievement, service and leadership in a global community.

Membership Requirement: Invitation only based on academic qualifications of an overall 90 average for the semester.

Financial Obligation/Dues: \$23

Activities: Operation Christmas Child, March of Dimes fall fundraiser, Concessions at Bonaire's football and basketball games Nursing home visits, Talent Show, Sponsor a school Dance, Georgia State Junior Beta Club Convention

DRAMA CLUB

Faculty/Sponsor Contact: Margaret Alley

Mission/Purpose: Drama Club is designed for those students who have a talent for acting. Students are given opportunities to sing, act, dance and explore the technical side of theatre. Shows are performed periodically throughout the school year. Several performances include but are not limited to, holiday production, and a spring production.

Membership Requirement: Open to All

Financial Obligation/Dues: None

Activities: Plan and perform various theatrical productions

FBLA – FUTURE BUSINESS LEADERS OF AMERICA

Faculty/Sponsor Contact: Melissa Knowland

Mission/Purpose: The mission of Bonaire Middle School's FBLA is to bring business and education together in a positive working relationship through innovative leadership and career development programs.

Membership Requirement: Open to All

Financial Obligation/Dues: State & National Dues TBD

Activities: Variety of Leadership Activities, Competitions, & Conferences

FCA – FELLOWSHIP OF CHRISTIAN ATHLETES

Faculty/Sponsor Contact: Scott Taylor

Mission/Purpose: To present to athletes and coaches and all whom they influence the challenge and adventure of receiving Jesus Christ as Savior and Lord, serving Him in their relationships and in the fellowship of the church.

Membership Requirement: Open to All

Financial Obligation/Dues: None

Activities: See You at the Pole, Operation Christmas Child, & Monthly Meetings

FCCLA – FAMILY, CAREER, COMMUNITY LEADERS OF AMERICA

Faculty/Sponsor Contact: Makaela Fitzwater

Mission/Purpose:

Membership Requirement: Open to All

Financial Obligation/Dues: \$20

Activities: Members of the FCCLA will compete in local, regional, state and national competitions, help organize, plan and host social events at BMS, attend state and regional conferences, compete at the GA National Fair, participate in community service projects and serve as the official hostess of BMS. After school meetings will be held regularly throughout the year.

FFA – FUTURE FARMERS OF AMERICA

Faculty/Sponsor Contact: Cheralyn Keily

Mission/Purpose: The National FFA Organization is dedicated to making a positive difference in the lives of students by developing their potential for premier leadership, personal growth and career success through agricultural education.

Membership Requirement: Open to All

Financial Obligation/Dues: \$15

Activities: Recruitment luau, Christmas party, Fall party, Monthly meetings Service projects (such as Bingo night at Summer's Landing, Pennies for Patients, etc.), Career Development Events such as floriculture, nursery landscape, livestock judging, meat judging, floral design, livestock showing, State FFA convention, Region Rally, BMS FFA Banquet, National FFA Week Activities, and many other exciting activities

HELEN RUFFIN READING CLUB

Faculty/Sponsor Contact: Tara Craig

Mission/Purpose: **Membership Requirement:** Open to All

Financial Obligation/Dues: None

Activities: Reading Competitions

HOUSTON COUNTY STUDENT BASS ANGLER ASSOCIATION-Middle School

Faculty/Sponsor Contact: Shannon Sanders and Jalanda Goff

Mission/Purpose: To provide students with the opportunity to expand their understanding of competitive fishing.

Membership Requirement: Open to All

Financial Obligation/Dues: Tournament fees are due upon registration.

Activities: Fishing Tournaments

LITERARY MAGAZINE

Faculty/Sponsor Contact: Alison Kessler

Mission/Purpose: To celebrate and share the power of the written word.

Membership Requirement: Open to All

Financial Obligation/Dues: None

Activities: Weekly Meetings & Production of a school Literary Magazine

NEWS TEAM

Faculty/Sponsor Contact: Tara Craig

Mission/Purpose: To share important information, announcements, and knowledge to the students and faculty at Bonaire.

Membership Requirement: Open to All

Financial Obligation/Dues: None

Activities: Morning Daily News Recording

PARTNERS CLUB

Faculty/Sponsor Contact: Katie Weist

Mission/Purpose: Partner's Club creates awareness, socialization, and friendships between students with cognitive disabilities and students in the general education classroom.

Membership Requirement: Open to All by Application

Financial Obligation/Dues: None

Activities: Partners interact in Connections and during weekly Jag Academy activities. Students participate in Special Olympics, social, and recreational activities.

PEP CLUB

Faculty/Sponsor Contact: Katie Weist & Diana Young

Mission/Purpose: Provide students an opportunity to promote school spirit and maintain a positive school climate.

Membership Requirement: Open to All

Financial Obligation/Dues: None

Activities: Monthly meetings and after school events centered around spirit week and school activities

PRINCIPAL'S ADVISORY TEAM

Faculty/Sponsor Contact: Alyson Keenom

Mission/Purpose: To promote student leadership and provide an organized setting for open communication and dialogue with the principal and student body.

Membership Requirement: Application is required and students will be selected through the application process

Financial Obligation/Dues: None

Activities: Monthly meetings after school

RUNNING CLUB

Faculty/Sponsor Contact: Emily Syler & Sydney Paulson

Mission/Purpose: Provide students opportunities to run cross-country.

Membership Requirement: Open to All

Financial Obligation/Dues: \$25 plus event fees

Activities: Meets weekly to run

SOURCES OF STRENGTH

Faculty/Sponsor Contact: Melissa Bourke

Mission/Purpose: Empowering students to be positive role models and to make a difference in the community.

Membership Requirement: Selection Process

Financial Obligation/Dues: None

Activities: Monthly Meetings and Student Campaigns

STARBASE 2.0 STEM MENTORING

Faculty/Sponsor Contact: Stacey McDuffie

Mission/Purpose: Provide students an opportunity to engage in STEM related activities

Membership Requirement: Open to All

Financial Obligation/Dues: None

Activities: Monthly meetings and after school events centered STEM

STEP TEAM CLUB

Faculty/Sponsor Contact:

Mission/Purpose: Provide students an opportunity to promote school spirit through an organized activity

Membership Requirement: Open to All

Financial Obligation/Dues: TBD

Activities: Tryouts will be conducted and after school practices as well as performances will be required

STUDENT COUNCIL

Faculty/Sponsor Contact:

Mission/Purpose: Student Council will help promote school-wide leadership among its members

Membership Requirement: Open to All with Application

Financial Obligation/Dues: None

Activities: Student Council will be involved in many after-school activities, hosting events within our building, organizing charity drives and promoting involvement of our student population here at Bonaire Middle School.

TEAM SPORTS – 6th grade only

Faculty/Sponsor Contact:

Mission/Purpose: Team Sports is an activity after school that allows 6th grade students to engage in healthy exercise through organized team sports. The activity will vary each meeting.

Membership Requirement: 6th Grade Students Only

Financial Obligation/Dues: None

Activities: Students will participate in organized team sports outside.

TECHNOLOGY STUDENT ASSOCIATION (TSA)

Faculty/Sponsor Contact: Stacey McDuffie

Mission/Purpose: The mission of Bonaire Middle School's Technology Student Association (TSA) is to prepare its membership to be successful leaders and responsible citizens in a technology society through co-curricular activities within the technology education program; which include communication, leadership, and competitive skill development in the classroom/laboratory environment.

Membership Requirement: Open to All

Financial Obligation/Dues: State Membership Dues TBD

Activities: TSA competitions and after school practice

YEARBOOK CLUB

Faculty/Sponsor Contact: Rachel Jackson and Mandy Chapman

Mission/Purpose: The purpose of the Yearbook Club is to create a yearbook that will capture the events and happenings of Bonaire Middle School during the year.

Membership Requirement: Open to All

Financial Obligation/Dues: None

Activities: Members of the Yearbook Club will help organize, plan and design the layout of the yearbook including individual pages. Staff members will also contribute to the project by taking photos at school events during and after school hours. After school meetings will be held regularly throughout the year.

Athletics

While interscholastic athletics are extra to the Middle School Concept, we believe that much can be learned from being part of a team and competition. Our coaching staff makes the selection of players during tryouts for each sport.

Students are required to meet eligibility standards to participate in these activities and have a current physical on file. Students must pass five out of six classes during the semester to be eligible. These requirements must be met in order to try out. Sixth graders are not eligible to participate in any of these activities, as their primary responsibility is to make a successful transition into middle school during their first year. The second semester of the year determines eligibility for the following year. Summer school counts as part of the spring semester and has an impact on eligibility for the next fall's activities. For more information on athletics in Houston County, please see the Athletic Handbook available on our website.

FINANCIAL OBLIGATIONS

Participating in athletics may require fees for goods and services. If a student athlete owes money for a specific sport, he/she will not be eligible to try out for that sport until the balance is paid. Fundraisers will be available to offset any out of pocket costs to the athlete.

BASEBALL – Spring Sport

Head Coaches: Jason Smith & Griffen Nauss

BASKETBALL – Winter Sport

Girls & Boys

*Head Coaches: Tony Garreans, Andre Davis,
Angela Santiago, Torrey Andrews*

COMPETITION CHEERLEADING –

Fall Sport

Head Coaches: Morgan Pirtle

CHEERLEADING GAME SQUAD –

Fall & Spring Sport

Head Coaches: Diana Young & Haely Libaz

FOOTBALL – Fall Sport

Head Coaches: Jeff Peavy, Jason Smith

SOCCER – Fall Sport

Girls & Boys

Head Coaches: Brooke Frost, Jonathan Scruggs

SOFTBALL – Fall Sport

Head Coaches: Angela Santiago, April Willis

TRACK & FIELD – Spring Sport

Head Coaches: Angela Santiago & Emily Syler