

Central Middle School Parent/Student Handbook 2019 - 2020



**Jimmy LeBlanc
Principal**

**Dr. Cynthia Beers / Carol Turner
Assistant Principals**

**Central Middle School
155 Whooping Creek Road
Carrollton, GA 30116**

WELCOME TO CENTRAL MIDDLE SCHOOL



Welcome back! We are very excited about the start of the 2019-2020 school year. There are many opportunities for success for all students at Central Middle School. We encourage you to give your best efforts in the classroom and to participate in the many school activities available to you.

Vision:

Central Middle School will be recognized as a premier school.

Mission:

Central Middle School will prepare ALL students to be successful in high school and beyond.

Guiding Principles:

- Students come first.
- Students learn in different ways and at different rates.
- Effective teachers have the greatest impact on learning.
- Learning is a shared responsibility-school, home, and community-for which we are all accountable.
- A safe, healthy, and positive environment for students, teachers, and staff affects achievement.
- All students and employees are valuable and treated with dignity and respect.
- Continuous improvement efforts must be flexible, responsive, and aligned to meet the needs of our students, teachers, and community.
- Community-based schools foster stakeholder engagement and loyalty.
- Student success is necessary for economic growth and world readiness.

It is important that all students and parents thoroughly read the parent/student handbook. It is a guide to all the policies and procedures that govern our school. School days run much more smoothly when there is no confusion about procedures or the expectation of students' behavior. All the information in this handbook serves to help our students achieve academic success. While it is not all-inclusive, this handbook does reflect Carroll County School Board Policy. More detailed information regarding school board policies may be found online at www.carrollcountyschools.com

Please take time to visit our school web-site at <http://cms.carrollcountyschools.com>

It is our sincere hope that this school year at Central Middle School will be a great one.

Title I:

Central Middle School has been identified as a Title I School for the 2019-20 school year. Title I Parent Resource Center is located in the office of the school across from the reception desk.

“If there is any one secret to success, it lies in the ability to get the other person’s point of view and see things from that angle as well as your own.”

-Henry Ford, inventor and automaker-

**Premier Staff - Premier Students – Premier School
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Acronyms frequently used at Central Middle School:

- CBI:** Community Based Instruction
- CCRPI:** College/Career Readiness Performance Index
- EOC:** End of Course
- ELT:** Extended Learning Time
- GMAS:** Georgia Milestones Assessment System
- GPS:** Georgia Performance Standards
- IC:** Infinite Campus (online student information system)
- IEP:** Individualized Education Plan
- MTSS:** Multi-Tiered System of Supports
- RTI:** Response to Intervention
- SAFE:** Short and Frequent Evaluations
- SGP:** Student Growth Percentile
- SST:** Student Support Team
- TEAM:** Truancy Education and Mediation

Athletics

All students participating in extracurricular activities must pass a minimum of five classes per semester; connections (exploratory) classes are averaged as one semester grade. Guidelines for participation in clubs and non-competitive activities are in accordance with State Board of Education policies and West Georgia Middle School Athletic Conference bylaws. Academically ineligible students cannot try out for a team or program even though the team or program will not be in operation until the next school year or semester.

The athletic programs at Central Middle School offer a variety of team and individual sports for both boys and girls. To participate as part of an athletic team, individuals must meet the eligibility requirements set forth under board and WGMSAC policy, have a current physical on file at the school, and have all necessary forms signed by the parents. Parents and students are responsible for getting his/her own physical. As with all school activities, permission to participate depends on overall good citizenship on the part of the student. The following interscholastic athletic programs are offered:

- | | | | | |
|----------|------------|--------------|---------------|----------|
| Baseball | Basketball | Cheerleading | Cross Country | Swimming |
| Football | Golf | Soccer | Softball | |
| Tennis | Track | Volleyball | Wrestling | |

Admission to home athletic events will be \$5 per person school age and older.

Athletic Physical Examination:

All athletes must have a current physical examination on file with the Athletic Director, Mr. David Bush, to participate in sports at Central Middle School. Physicals are current for one year after the date of the examination. Physical Examination Forms may be obtained in the front office, from the athletic director or on the Central Middle School website.

Band Program:

Central Middle School offers its students the opportunity to be part of a competitive band program. The band participates in numerous music festivals, performs at CMS football games, presents concerts during concert season, and takes part in district and state musical competitions.

BEHAVIOR PLAN: Creating Model Students (C.M.S.) SCHOOL-WIDE

CMS will continue with a **Creating Model Students Behavior Plan**, which is a framework for providing a broad range of systemic and individualized strategies for achieving important academic and behavior outcomes while preventing problem behavior. PBIS focuses on **teaching children positive behaviors and changing children’s environment so that using the positive behaviors becomes more effective for them than using negative behaviors**. CMS’s discipline plan will provide clear and specific expectations for students that will be consistent throughout our building instead of having a variety of expectations throughout the school building. Students will have an opportunity to earn scans/points in their classrooms, hallways, and lunchroom for doing the right thing! These points will add up to a variety of awards from the opportunity to purchase something off the weekly prize cart all the way up to purchasing entrance into quarterly parties!!

Our School-wide Behavior Plan also includes consequences for negative behaviors that will inevitably occur. CMS will follow a new citation system that allows students three opportunities for intervention, through what are known as citations, before they are sent to in-school suspension upon the fourth citation. The citations will carry over from class to class, setting a higher standard for behavior throughout the building. The plan also allows for early parent contacts and/or parent conferences so that communication can take place BEFORE the most severe consequence. Please see below:

Citation Steps:

***Initial verbal warning is expected before beginning the citation process.*

- 1st Citation: Warning, citation sent home for parent signature
- 2nd Citation: Detention (lunch or afterschool), phone call home
- 3rd Citation: Parent conference/Goal sheet filled out
- 4th Citation: Office Referral

****All subsequent citations will result in further disciplinary action.**

Bell Schedule:

6th Grade								
ELT	1st	2nd	3rd/Lunch	4th	5th	6th	7th	8th
8:05-9:00	9:00-9:45	9:45-10:30	10:30-11:55	11:55-12:40	12:40-1:25	1:25-2:10	2:10-2:55	2:55-3:45
			Lunch 10:45-11:34		Connections			
7th Grade								
ELT	1st	2nd	3rd	4th/Lunch	5th	6th	7th	8th
8:05-9:00	9:00-9:45	9:45-10:30	10:30-11:15	11:15-12:40	12:40-1:25	1:25-2:10	2:10-2:55	2:55-3:45
	Connections			Lunch 11:47-12:34				
8th Grade								
1st	2nd	3rd	4th/Lunch	5th	6th	7th	8th	
8:30-9:23	9:23-10:15	10:15-11:07	11:07-12:30	12:30-1:22	1:22-2:15	2:10-2:55	2:55-3:45	
			Lunch 11:16-12:01			Connections		

- Any student that reports to the school between 7:30-8:05 will report to the gym.
- Students will report to their Extended Learning Time (ELT) (6th and 7th grades) or 1st period (8th grade) classroom at 8:05

8 th Grade	6 th and 7 th Grades
Monday – 1 st Period	Students will attend pre-assigned ELT classes per 9 weeks

- Students are considered Tardy at 8:30 and will be required to sign in before going to class.
- Morning announcements will be daily at 8:25.
- At the end of the school day car riders will be dismissed by grade level to report directly to the front of the school.
- Any student participating in after-school events will be dismissed with car riders.
- Bus riders will remain in their classrooms until their bus is called.
- Bus riders must report directly to the bus loading area when their bus is called. Due to the limited number of buses and drivers, students may not ride home with friends on a different bus than they normally ride. Only a Central Middle School administrator may approve requests due to extenuating circumstances.
- Any car rider still on campus at 4:15 will be called to the cafeteria for final dismissal (**parents will have to check their child out in the front office**). Remaining bus riders will be called to the cafeteria as well.
- Students wanting to walk home must have parents fill out a form for administrative approval to be placed on file in the front office. Please note that requests may be denied for safety reasons.
- Students going to the After-School Program at Central Elementary must ride the shuttle provided by the school.
- Students may not walk off campus to meet their ride. All car riders must be picked up in the circle drive.
- Students may not be picked up in the teacher parking lot.

Bring Your Own Technology (BYOT)

Central Middle School currently has over 1000 Chromebooks and a Business Ed lab (28 desktops). We will no longer allow students to bring their own technology for use during school. We understand that parents want their children to have their cellphones for after-school activities, but they will be required to be powered 'off' during the school day.

Responsibility to keep the device secure rests with the individual owner. **Carroll County School System staff or employees are not liable for any device stolen or damaged on any campus.**

Failure to adhere to the BYOT regulations outlined by the Carroll County Student Agreement will result in disciplinary consequences.

1st Offense~Item is confiscated and a legal guardian will be required to pick up the device from the school (7:45-4:15).

2nd Offense~Item is confiscated and a legal guardian will be required to pick up the device from the school (7:45-4:15).

3rd Offense or more~Item is confiscated and a legal guardian will be notified. The student will serve In-School Suspension (ISS).

Bullying:

Bullying is engaging in verbal expression or physical conduct that will have the effect of physically harming a student, damaging a student's property, or placing a student in reasonable fear of harm to the student or the student's property; or is sufficiently severe, persistent, or pervasive enough that the action or threat creates an intimidating, threatening, or abusive educational environment for a student. Sexual Harassment is a serious offense and will be handled as such.

Central Middle School Honor Code

As a student at Central Middle School, I promise to conduct myself in a manner that honors my school and demonstrates personal integrity. I also pledge to respect myself, others, and school property. I will be honest in my classes; I will not plagiarize nor practice any other form of academic dishonesty. I will display an attitude and spirit of trust and decency

Change of Student Information:

Any time there is a change in a student's address, phone number, emergency contact, custody, or other information, it is the responsibility of the parent to notify the school. Please contact Ms. Wansley Cochran in the guidance office to make necessary changes.

Closed Campus:

Our school has a closed campus policy. Students must stay on the school grounds from the time they arrive until dismissal. Students may leave campus only when checking out according to school procedures, and should not return to the campus unless checking in properly to attend classes. Arriving on campus and leaving without proper checkout will result in disciplinary action. *Students are not permitted to have visitors on campus unless they are authorized in advance by the principal.*

Delivery of Items to Students:

When it is necessary for parents/guardians to bring items to school for students, such items must be delivered to the front office. ***These items will be given to the student during non-instructional time or at the end of the school day.*** Central Middle School will not accept delivery of flowers, balloons, gifts, or non-academic items for students for Valentine's Day.

Detention:

Teachers may assign teacher detention to students who misbehave in class. Students must be given **24 hours notice** of the time and date of teacher detention before being required to serve. Failure to serve teacher detention may result in a referral to an administrator.

Administrators may assign school detention to students. Administrative detention will be held after school from 3:45 p.m. to 4:15 p.m. on Tuesday and Thursday in the CMS Media Center. Student will complete an Action Plan during their detention time.

Display of Signs:

All posters, signs, announcements, etc., must be approved by the administration before posting. Do not use any type of glue to post signs on walls.

Dress Code:

The purpose of a dress code is not to inhibit any person's taste in attire, but rather to better facilitate the process of education through reasonable guidelines of "dress." Instilling dignity, pride, modesty, and cleanliness are our goals. For these reasons, some types of clothing are prohibited. The principal has the authority to determine appropriate dress.

Acceptable Clothing Standards: The following acceptable clothing standards shall apply: Pants, trousers, jeans, capris, etc., are permitted. Plain jeans may be worn in any color. All pants, trousers, jeans, capris, etc., must be worn at the waist. Belts shall be worn securely at the waist. Shorts, skirts, and dresses shall measure no shorter than three (3) inches from mid-kneecap. Shirts shall have a sleeve and shall fit properly. Shirts that do not fit properly shall be worn tucked in.

Prohibited Clothing Items: See-through or mesh clothing Garments that expose the midriff and/or cleavage Halter tops, tank tops, and sleeveless shirts Tennis, gym, biking, short shorts, leggings, lounging pants, pajamas Garments that expose underclothing or impede walking Garments that are poorly fitted, oversized, excessively tight, or extremely baggy. Garments with holes above the knee that expose skin. Hats, visors, hoods, or other head garments including non-prescription sunglasses inside the school building. Cleats, and/or heellies inside any school building; bedroom slippers, and/or novelty footwear deemed inappropriate by the principal. Garments which display emblems relating to abusive substances, tobacco products, alcohol, sex, violence, or obscenities. Garments that might be considered socially unacceptable or inflammatory Any emblem, sign, or representation of a gang symbol, or any garment indicating a gang affiliation.

Drug-Free School Zone:

It is the intention of the Carroll County Board of Education, the administration, and the staff to keep CMS a safe and drug-free school zone. Because the use of alcohol and illicit drugs is wrong and harmful, their possession and use will not be tolerated on campus or at any school activity.

Students are encouraged to contact the counselor's office for information related to drug and alcohol counseling. In addition, the Georgia Helpline is available through the Governor's Commission on Drug Awareness and Prevention: 1-800-338-6745. All callers remain anonymous.

Enrollment of a Student & Residency Requirements:

To enroll a student, the parent or guardian will be required to submit proof of custody, picture ID, Social Security Card, proof of residence, immunization record, eye/ear/dental records, a copy of a birth certificate, and withdrawal papers from the previous school, if applicable. Any student who enrolls under suspension or expulsion or other disciplinary action from his/her previous school will be subject to the same discipline in Carroll County. A behavior management contract may be required of such students.

In order to enroll in or continue attending Central Middle School, a student must live with a parent, legal guardian, or legal custodian who resides within the Central Middle School attendance zone. Students wishing to enroll at Central Middle School should contact Central Office (770) 832-3568 to make an appointment to enroll.

Faculty & Staff**Email contact:** firstname.lastname@carrollcountyschools.com

6 th Grade	7 th Grade	8 th Grade
April Benefield-Math	Michelle Barnette-Math	Cindy Bryant- Social Studies
Michael Butler-ELA	Caroline Crow-ELA	Michelle Dyer-Math
Abbey Fallaw-Math	Lane Daniel- Social Studies	Allison Edwards-ELA
Cole Glommen-Science/Social Studies	Kathryn Elton - Math	Scarlett Gilland-ELA
Cadian Harrod- ELA	Nicole Fountain - Math	Brian Goss-Math
Maria Jones-Science	Ali Hembree-ELA	Lindsey Minton-Science
Brittany Luke-Social Studies	Lisa Jackson-Science	Justin Rondash-Science
Sara Martin -ELA	Tiffany Johnson-Math	Kim Spears- Social Studies
Susan Newsom-ELA	Zeanah Leasure-Science	Amy Smith -ELA
Deann Robison-Math	Elizabeth Lewis-ELA	Tiffany Travis-ELA
Andrea Swann-Math	Tina Short-ELA	Pam Whitlock-Math
Catherine Warren-Math/Science	Dena Siek-ELA/Science/SS	Heather Underwood-Math
Blake Wilson - Social Studies	Teresa Taylor- Social Studies	

Connections	Special Education	Support Staff
David Bush-Physical Education	Jeania Alewine	Jennifer Leatherman - ILSS
Lanae Dickstein-Band Director	Craig Caldwell	Demarzio Strickland -ISS
Jeremy Fountain-Physical Education	Callie Cowart	Jana Wallace-School Psychologist
Drew Fowler-Physical Education	Tim Duffey	Paraprofessionals
Maureen Garber-Reading	Donovan Edwards	Deborah Collins
Dana Knott-Business Ed.	Amy Glover-Speech Pathologist	Claudia Frostl
Tuesdee Lambert-Art	Hillary Hamrick	Amanda Lovvorn
Brittany Maddox- STEM	July Nicolas	Debbie Preston
Scott Smith-Music/Chorus	AnDrell Roberts	Demetrice Hammett
Jeff Wadlington-Math	Sherry Roberts	Jacilyn Harrison
Will Walton-Weight Training/STEM	Dana Sharp	Blane Swift
Chris Woods-Physical Education	Amber Shiver	Nicole Yancey
	Claudia Stewart	

Administration, Counselors, Media, Nurse, Technology Technician and Office Staff	
Dr. Cynthia Beers-Assistant Principal	Kristine Smith-Secretary
Wansley Cochran-Registrar	Scott Smith-School Resource Officer (SRO)
Brandon Morris-Technology Technician	Candy Thomas-Counselor
Gwen Gunnells-Bookkeeper	Tammy Thomas-Media Specialist
Nathan Horsley-Special Education Coordinator	Carol Turner-Assistant Principal
Jimmy LeBlanc-Principal	Cassie Turner-Counselor
Becky Sailors-Title 1 Consultant/At Risk Career Pathways	Kim Wakefield-School Nurse

Cafeteria Staff	
Mandy Stegall - Manager	Rhonda Mullins-Assistant Manager
Nurdan Bassat	Greta Folds
Sherry Lane	Sandra Shoemaker
Sandy Ward	Rhonda Turner

Field Trips:

Instructional field trips are arranged to enhance and complement the instructional program. Students may be asked to contribute to the additional cost of the trip. No student will be denied the opportunity to participate in a field trip by not contributing to the cost of the trip. Students with excessive absences in any class may be denied field trip participation.

Fundraising:

The Principal and Board of Education must approve all fundraising projects, on or off campus. Payment of money to the sponsor of a fundraiser may be made by check, cash, or money order to Central Middle School.

Gifted Services:

The Carroll County School system offers gifted education services for students in grades K-12. The services are provided by direct instruction, resource, or other service models. Students involved in the gifted program must qualify by meeting the criteria outlined in the Gifted Administration Plan. A teacher, administrator, parent, or counselor may refer students for consideration for eligibility. Students may also refer themselves.

GOAL Program:

The GOAL Program serves students who have committed offenses that would otherwise require them to be expelled from all school settings. Students in grades 5-12 may be brought before a disciplinary hearing and placed at the GOAL Program. A due process special education meeting may also place a student at this school.

Guidance Department

Counselors are available for individual, group, classroom, and career counseling. The counseling department will assist in providing students with the help necessary for a successful educational experience. Students and parents may schedule a time to see a counselor. Students may use the Student Referral Form. Teachers and administrators can refer a student using the Teacher Referral Form. It is important that teachers and administrators use the Teacher Referral Form to refer students to a counselor and then place the form in the counselor's box on the counselor's door. Students are not to be referred through email or by phone message.

Hall Passes:

During class time, any students out of his/her regular scheduled class must possess the official "RED" school hall pass signed appropriately by a teacher. **Students will not be allowed to leave class during the instructional period except in cases of emergency, instructional purposes, or when called by the office.**

Infinite Campus and Parent-Teacher Communication:

Because the support of the family is so critical to a student's success, the parent-teacher conference is perhaps the best way for parents and teachers to get to know each other and share information that may help the student increase the quality of his or her academic performance. Regular communication between parents and teachers is encouraged through phone calls, Email, letters, and conferences. Additional information can be found by accessing our school website, <http://cms.carrollcountyschools.com>

IMPORTANT: Be sure the school has the correct home and work phone numbers so that teachers can reach you when necessary. We encourage you to visit the school and meet with all staff members who are involved with your student. Join a parent booster club, volunteer to chaperone a school function, call to schedule a time to visit in your student's classroom, and most of all, be involved in your student's education.

Parents/Guardians that have internet accessibility can view their child's grades, attendance, and discipline through the parent portal of Infinite Campus. Parents interested in utilizing this program must first contact Ms. Wansley Cochran for a log-on ID at 770-832-8114. Directions for accessing IC are below:

Note: In order to log on, first obtain your IC Parent Portal Activation Key from Ms. Wansley Cochran in the guidance office.

To log on, use the Activation Key from your Person Summary Report and follow these simple steps:

1. Log onto www.carrollcountyschools.com
2. Click on the Infinite Campus icon (located on the left menu bar)
3. Click on the Parent Portal link
4. Click on the link that states "If you have been assigned a Campus Portal Activation Key, click here".
5. You may now activate your Campus Portal Account by entering the 32-digit Activation Key number (also listed as a Person GUID) listed on your Person Summary Report. **IMPORTANT: The Activation Key is CASE SENSITIVE.** Please enter the number exactly as shown on the Person Summary Report.
6. Once the Activation Key is entered, you will receive a message that states "Campus Portal Account creation successful" – You must then create your own password for your account. Your password **MUST** be 8 characters long, case sensitive and must contain letters, numbers and/or special characters (@, \$, &, etc.).
7. When you have completed your password, you will receive a message that states "Congratulations on activating your Campus Account." Click where indicated to return to initial log on page. To enter the system, use your username and password under the "Already have a Campus Portal Account?" section, and then click the Log-in button. **REMEMBER**, user names and passwords are CASE SENSITIVE.
8. If you forget your username and/or password for the Parent Portal, please email the Infinite Campus Support desk at parentportalhelp@carrollcountyschools.com. We will verify the email address with the email address on file and respond within 24 hours.
9. Microsoft Outlook users may experience difficulty with email links for teachers in the Parent Portal. If you experience difficulty, please select the link to Central Middle School and use the teacher email links listed there. You may also contact any school system employee by entering their first and last names as follows: firstname.lastname@carrollcountyschools.com.
10. For technical assistance, please email parentportalhelp@carrollcountyschools.com

CMS students can also access their information through the **Student Portal** on Infinite Campus:

To log on, students must use their student ID (lunch number) as the "User Name." The password is the student's 6-digit birth date (example: A student who was born on August 18, 2000 would enter 081800).

1. www.carrollcountyschools.com
2. For Students
3. Portal Login
4. User- Student ID (lunch number)
5. Password- Birth date (6 digits)

In-School Suspension:

Carroll County Schools takes the fundamental position that students are responsible for their own behavior and that learning to behave is a necessary and vital element in their education. Some behaviors so seriously disrupt the learning process that students need to be immediately referred to school administrators. The in-school suspension program is a form of suspension and is, therefore, reserved for serious behavior problems. It is designed to provide an effective means of discipline that removes the student from the classroom while maintaining the educational program and counseling services.

Lockers:

All student lockers are the property of Central Middle School and are subject to search by school authorities at any time. **Students may be prohibited from purchasing a locker if they owe any fines.** For the use of a locker, students may pay a non-refundable locker maintenance and usage fee of \$15.00 for the year. Students are reminded to:

1. Use the locker assigned. No trading or sharing. You are responsible for the locker contents.
2. Do not bring valuables to school. The school is not responsible for personal property.
3. Keep your combination a secret. Make sure your locker is closed and locked.
4. Keep your locker clean inside and out.
5. Jamming locker mechanisms, trading lockers, vandalism, etc., may result in disciplinary action and/or restitution.
6. Students are not allowed to put any adhesive (stickers, signs, tape, etc) on their locker.

Lost or Damaged Books:

Students are responsible for all books and equipment assigned throughout the school year. If something is misplaced or stolen, it should be reported to the issuing teacher or coach immediately. If it is not found or returned then the student must pay the cost of replacing the item. CMS is not required to issue any textbooks until past lost/stolen/damaged books are paid for or returned. Students may be prohibited from purchasing lockers if fines have not been paid in full for textbooks and/or library books.

Media Center

The Central Middle School Media Center provides instructional support for the entire school curriculum. With this objective in mind the media center is open to students, faculty, and parents from 8:05 a.m. until 4:05 p.m. **Food, candy, and drinks are not allowed in the media center or computer labs.**

Medication Policy:

Prior to a student taking prescription or non-prescription medication at Central Middle School, the student's parents or legal guardian must complete a "Request For Administration of Medication" form with Ms. Wansley Cochran in the front office. **All prescription and non-prescription medication must be brought to the nurse's clinic. Students are not allowed to carry prescription or non-prescription medication on school grounds. All prescription and non-prescription medication must be in its original container. Students having consumed or caught carrying, giving away, selling, or exchanging prescription or non-prescription medication will be brought before a disciplinary tribunal.**

Messages to Students from Parents/Guardians ~ Emergencies:

The office will call parents in case of emergencies, such as illness or injury. Those calls will only be made if the student presents a signed pass from his/her teacher. The office will deliver important messages from parents to students during the school day. However, parent calls should be held to a minimum to avoid class disruptions. **Cell phones are not allowed to be used on campus during school hours, it is inappropriate for parent-student phone calls and text messages to take place on a student's cell phone during the school day. This could possibly result in disciplinary action.**

Moment of Silence & Pledge of Allegiance:

Georgia Senate Bill 396 requires that each public school classroom at the opening of school each day conduct a moment of silence for the purpose of quiet reflection. This moment of quiet reflection is not intended to be and shall not be conducted as a religious service or exercise. In accordance with Board Policy JIB each student in Carroll County shall be afforded the opportunity to recite the Pledge of Allegiance to the flag of the United States of America during each school day. Students are not required to stand, but they are required to remain silent and be respectful of others during the moment of silence and the Pledge of Allegiance.

Monetary Responsibilities:

Any debt incurred during student's enrollment at CMS must be satisfied in full before promotion to the 9th grade or withdrawal from CMS. Students may not be allowed to purchase lockers if they have outstanding debt, overdue library book(s), or owe a charge to the cafeteria.

Phone Use:

The office phones are to be used by office personnel only. In an emergency situation, office personnel will make calls to contact parents. Those calls will only be made if the student presents a signed pass from his/her teacher.

Prohibited Items:

Possession of items that are illegal for students to possess, including drugs, weapons, and alcohol is prohibited and will result in a request for a disciplinary tribunal hearing. In addition, clothing or other personal effects that refer in any way to prohibited items may not be displayed. Students may not display any item which relates to gangs, inappropriate or obscene subjects, or which may be of an inflammatory nature. These restrictions apply to all students on school property. Other prohibited items include playing cards, large or heavy chains, spiked jewelry, and any other items that are deemed by CMS administration as having the effect of interfering with the orderly academic environment.

Public Display of Affection (PDA):

A public school is not an appropriate environment in which public displays of affection should take place. Public displays of affection include: kissing, hugging, holding hands or any intimate gesture of affection in which physical contact takes place. Violations of this rule will result in disciplinary consequences.

Report Cards:

Report cards are issued at the end of each of the four grading periods during the school year. At the midpoint of each grading period, a midterm report is issued to show the student's progress within a grading period. The grading scale for all subjects in grades 4-12 will be as follows:

90-100 = A

80-89 = B

70-79 = C

69 and below = F

Request for Homework:

A student who will be out three or more consecutive days may request teachers to collect homework assignments for the period of time the student will be absent. The teachers must have twenty-four hours notice to send assignments to the front office. Upon the student's return to school the student is expected to make arrangements with the teacher for the completion of the work.

Schedule Changes:

Schedules are to be followed as printed. *Federal Title II Equity Rules prohibit accepting parent requests for a particular teacher.* Requests cannot be accepted verbally or in writing from parents because of Federal Title II Equity guidelines regarding equity in assigning students to particular teachers. This violation could result in the loss of all federal funds.

School Calendar

The school calendar which includes academic and extra-curricular events can be found on the school website at <https://cms.carrollcountyschools.com>

School Day Procedures:

Morning Procedures: The building will be open for students no earlier than 7:30 a.m. each school day. Parents who wish to drive their child to school should drop-off and pick-up through the front car rider's circle. These students will enter the building through the front doors to the gym. Any student who arrives earlier than 8:05 a.m. will report to the gym where they will be supervised until the release to class at 8:05 a.m. **SINCE THERE IS NO ADULT SUPERVISION OF STUDENTS PRIOR TO 7:30 A.M., DROP-OFF OF YOUR CHILD PRIOR TO THAT TIME IS CONSIDERED A SERIOUS SAFETY CONCERN AND WILL BE HANDLED ACCORDINGLY.**

The only bells that will sound during the day are at 8:05 a.m., 8:30 a.m., and 3:45 p.m. The 8:05 a.m. bell signifies the beginning of student release to their grade level hall. We will continue Grab & Go Breakfast for the 2019-20 school year. Students who wish to eat breakfast will make their purchases from a breakfast cart that will be available on their way to their first class. Students will eat their breakfast in their first class.

Afternoon Procedures: At the end of the school day students will be dismissed by grade level. **Students must remain in their desk until they are dismissed by the announcements.** Car riders must report directly to the front of the building and stand in the area reserved for their grade level. Bus riders must report directly to the bus loading area when dismissed. Second load bus riders must remain in their **last** period classroom until dismissed. *Due to the limited number of buses and drivers, students may not ride home with friends on a different bus than they normally ride.* Only a Central Middle School administrator may approve requests due to extenuating circumstances.

Students that walk home must have an approved form on file in the front office, signed by their parents. These requests may be denied for safety reasons.

Students attending the After-School Program at Central Elementary School must ride the provided bus.

Car riders must be picked up in the circle drive. Students will not be allowed to walk off campus to meet their ride. Students will not be allowed to be picked up in other areas of the school.

While waiting in the car rider line for students to be released, all children must remain in their cars and may not play in the school yard.

On occasion students involved in athletics or extracurricular activities will be called to leave early; then and only then should these students be outside of their last period class before dismissal.

Students not participating in after-school tutoring, extracurricular activities or an athletic event must leave campus by 4:15 p.m. Any car rider still on campus at 4:15 will be called to the cafeteria for final dismissal (*parents will have to check their child out in the front office*).

School Fees:

The following items and services are offered to Central Middle School students:

Locker- Non-refundable Locker Maintenance & Usage Fee- \$15 for the year (No sharing of lockers).

Sexual Harassment:

Unwelcome sexual advances, requests for sexual favors, and other inappropriate oral, written, or physical conduct of a sexual nature when made by a student or staff member to another student or staff member constitutes sexual harassment. Any person who alleges sexual harassment by a staff member or student in the school district may complain directly to a principal, guidance counselor, or teacher. All allegations of sexual harassment shall be fully investigated and appropriate corrective and/or disciplinary action taken. ***The false reporting of sexual harassment is a very serious offense and may result in disciplinary action.***

Special Education Services:

The Board of Education will provide a free and appropriate education for all students whose parents or legal guardian reside within the school system boundaries. Each special needs child will be placed in a program appropriate to what the child needs based upon eligibility requirements as determined by the special education placement process.

Student Activities:

All students are encouraged to participate in areas in which they have a talent or an interest. Competitive activities such as athletics, band, and chorus carry enrollment, attendance, and academic requirements. ***The school has the authority to prohibit any student's participation in non-instructional activities on the basis of behavior and attendance.***

Student Support Team & RTI (Response to Intervention):

The Student Support Team (MTSS) is designed to offer students and parents support when a student is having academic difficulty. This group plans strategies to help make the student successful.

Transportation:

Riding the bus is a privilege. Students may lose the privilege at any time for disruptive or unsatisfactory behavior. All students being transported are under the authority of the bus driver and must obey his or her requests. Bus drivers will make disciplinary referrals to a school administrator. School rules also apply to bus riding. Bus transportation is provided to students within each school attendance zone. Students may not be transported across attendance zones. For information about specific routes and times you may call (770) 834-3346. ***Any change of transportation must be made prior to 3:00 to ensure your child is notified of the change.***

Students who are transported by car may not arrive earlier than 7:30 a.m. and must be picked up no later than 4:15 p.m. Students who remain on campus after 4:15 must be checked out by a parent through the front office. Excessive offenses may result in a disciplinary referral.

Useful Websites:

www.carrollcountyschools.com	(main webpage for Carroll County)
http://cms.carrollcountyschools.com	(Central Middle School)
www.gadoe.org	(Georgia Department of Education website)
www.georgiaoas.org	(Georgia's Online Assessment System)
www.gacollege411.org	(Useful website for students planning on attending college)
www.gacareercounselor.org	(Career Webpage)
www.georgiaoas.org	Login and Password will be given the first nine weeks of school

USA Test Prep:

This site enables students in Georgia's public schools to access tests that consist of the same kinds of questions as appear on the state's assessments in English Language Arts, Mathematics, Science, and Social Studies in the Georgia Milestones Assessment System (GMAS). After taking an assessment, students can view reports aligned to the state curriculum that show instructional strengths and needs. Parents can access reports from tests their children have taken by logging in as the student and viewing reports. Also, parents are informed when teachers share reports on their child's success on assessments. Reports are all aligned to the state standards so success on these assessments shows ability on the state curriculum.

Work Permit:

Work permits are available in the Front Office with 24 hour advanced notice- see Mrs. Kristine Smith.

Weapons on School Property:

It is unlawful for any person to carry, possess, or have under control any weapon at a school building, school function, or on school property, or on a bus, or other transportation furnished by the school. The term 'weapon' includes any pistol, revolver, or knife having a blade of two or more inches, straight-edge razor, spring stick, metal knucks, blackjack, any bat, club, or other bludgeon-type weapon, or any flailing instrument consisting of two or more rigid parts connected in such a way to allow them to swing freely, which may be known as a nun chuck, or fighting chain, throwing star, or oriental art, or any weapon of like kind. Punishment: A fine of not more than \$5,000; imprisonment for not more than 5 years. (OCGA 16-11-127-1).

Possession of a weapon on school property is an offense that could result in immediate referral for a tribunal hearing and expulsion. *If a student inadvertently brings a weapon on school property and reports this action to an administrator as soon as the student discovers the weapon and before the weapon is discovered by another person, the principal will assign appropriate discipline and will report the weapon to proper authorities.* No weapons shall be used by students in an exhibit, presentation, or activity, including classroom and school-sponsored events without the written permission of the principal prior to the activity.



LIONSTRONG

“LIONSTRONG...is more than a cliché or motto, it’s a pulse, a living breathing, heart beating effort which represents far more

than anyone truly knows. It captures the pride, hard-working and loyal dedication of the Central Family with fantastic people and rich history.”