

Mary McLeod Bethune
Middle School

Home of the Lions

Student Handbook
2015-16



5200 Covington Hwy
Decatur, GA. 30035
678.875.0302

Show Your Lion PRIDE

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1.0 ADMINISTRATION

Mr. Myron D. Broome

Principal

Ms. Monica Black

Assistant Principal 6th Grade

Assistant Principal of Instruction

Mr. James Mercer

Assistant Principal for 7th Grade

Ms. Sonia Solomon

Assistant Principal for 8th Grade

Dr. Ralph L. Simpson

Region V Superintendent

1.1 DEKALB COUNTY SCHOOL DISTRICT BOARD OF EDUCATION

Dr. Melvin Johnson, District 6, Board Chair

Mr. James McMahan, District 4, Board Vice-Chair

Mr. Stan O. Jester, District 1

Mr. Marshall D. Orson, District 2

Mr. Michael A. Erwin, District 3

Ms. Vickie B. Turner, District 5

Dr. Joyce A. Morley, District 7

Dr. R. Stephen Green, Superintendent

1.2 WELCOME

It is a privilege and pleasure to serve in Region V as the principal of Mary McLeod Bethune Middle School. With 17 years of experience in education serving students in urban, suburban, rural, and inner-city areas, I learned that a child's success relies on the relationship between school and home. It is imperative that we work together. When we foster high expectations and standards, academic achievement increases and discipline interference decreases.

As a former assistant principal at Towers High School, I understand fully the areas of strength and concern in our community. I witnessed the challenges as they were transformed into celebrations. I was part of the community resurgence that resulted in double digit gains in test scores and a graduation rate that increased by 20%.

With parental and community support, Mary McLeod Bethune Middle School will replicate these accomplishments on the Georgia Milestones and prepare students for high school...and beyond. Educators will have the opportunity to teach and children will have the opportunity to learn in a school that is free from disruption, distraction, and disturbance.

Our theme is **Lion PRIDE: Perseverance Respect Integrity Discipline Enthusiasm**. The administration, teachers, faculty, and staff are dedicated to personify each word of Lion PRIDE in a safe and secure environment conducive to teaching and learning. We are prepared to demonstrate an uncompromising commitment to excellence. We will work hard to ensure that our school is the best in the state of Georgia.

Sincerely Yours in Education,

Myron D. Broome, Ed.S.
Principal

1.3 BELIEF

A positive culture and climate empowers teaching and learning.

1.4 MISSION

Provide a safe and secure environment conducive to teaching and learning with maximum teacher performance and student production for global competition.

1.5 VISION

Empower each person with an uncompromising commitment to excellence that prepares students for post-secondary adventures.

1.5 STUDENT HANDBOOK

This handbook is an instrument to assist students with expectations and procedures at M.M. Bethune Middle School. It is designed for students to perform efficiently and effectively. The student handbook is a working document and may be revised from time to time. Refer to the DeKalb County School District's Code of Student Conduct: Student Rights and Responsibilities and Character Development Handbook for additional information.

2.0 ACADEMICS

M.M. Bethune Middle School will advance a culture and climate dedicated to service and scholarship. Faculty members accept the responsibility of leadership to uplift students toward high aspirations and success.

Administrators, counselors, teachers, faculty and staff, as well as other stakeholders are dedicated to ensure each student ascertains an exemplary education. Parents are encouraged to contribute in this effort to support their students with activities, assignments, and assessments through work habits and study habits. School personnel is readily available to assist in any way possible.

2.1 SEMESTER

The school year is divided in two semesters with 90 days. Students will attend six (6) periods daily. Each semester students must pass a minimum of three (3) core subjects along with at least one (1) connections class or elective class for promotion to the next grade level.

2.2 GRADING SYSTEM

Grades are based on the class requirements as explained in the course syllabus and assigned in accordance with the DeKalb County grading scale. Conduct grades will be assigned. A student's conduct in class should not directly affect the academic grade, but it may have an impact on the academic grade when the student is inattentive or disruptive.

Report cards are issued at the end of the first semester and the end of the year.

Grading Scale

Excellent	100-90	=	A
Good	89-80	=	B
Passing	79-71	=	C
Fair	70	=	D
Below	69	=	F

In addition to DeKalb County School District Promotion and Retention Policy, the Mary McLeod Bethune Middle School 2015-16 promotion policy of “**PASS 3 + 1**” states that all students in grades sixth, seventh, and eighth must adhere to the following:

- Pass a minimum of three core content areas (English language arts, math, science, and social studies) AND one elective each semester/per semester.

OR

- Pass a minimum of three core content areas (English language arts, math, science, and social studies) AND one connection each semester/per semester.

If a student in sixth, seventh, or eighth grade does not meet the above requirements for promotion, the student will be retained in the current grade for the next school year.

2.5 PROGRESS REPORTS AND DEFICIENCIES

Progress reports are issued at 4.5 week intervals. It is the students’ responsibility to provide this report to their parent(s) or guardian(s). In the event of an unsatisfactory progress report, parents are encouraged to meet with the teacher(s) to establish a plan of remediation to enhance the probability of success. Parents have access to their students’ grades at any time via DeKalb County School District website at www.dekalb.k12.ga.us. Parents who desire conferences should call the counseling office secretary at 678-875-0332.

2.8 CHEATING

The following actions are considered cheating at M.M. Bethune Middle School:

- Provide, share, receive, or use unauthorized materials in a testing situation.
- Change grade(s) on a progress report.
- Plagiarize material from sources.

Teachers have the right to reassess the student(s), require the assignment to be completed again with reasonable penalty, assign detention, or give the grade of zero for the assignment. Parents will be notified.

2.5 PARENT CONFERENCES, OPEN HOUSE, AND COUNSELING OFFICE

Conferences are scheduled through a teacher or the counseling office. The counseling office is open daily from 8:30 am to 4:00 pm and the office number is 678-875-0332. Students are encouraged to visit the counseling office for personal and career guidance as well as information about grades, study help, and testing programs. The counseling team provides individual and group interventions related to academic, social, and emotional issues. Students must sign-in the counseling office log and have a hall pass.

Parent Conference Nights and Open House are held each semester on designated days from 5:00 pm to 7:00 pm by appointment. Parents must contact the counseling office to schedule a meeting with teachers.

3.0 DAILY SCHEDULE

Bell Schedule

Cluster I – 6th Grade

PERIOD	TIME	CLASS
0	8:30 - 9:00	Homeroom
1	9:00 - 10:05	Academic Period #1
2	10:10 - 11:05	Academic Period #2
3	11:10 - 12:35	Academic Period #3
4	12:40 - 1:35	Academic Period #4
5	1:40 - 2:35	Academic Period #5
6/7	2:40 - 4:00	Connections/P.E.
Dismissal/PM Announcements		

Lunch 6-Success – 11:55 – 12:20 6-Victory – 12:05 – 12:30

Cluster II – 7th Grade

PERIOD	TIME	CLASS
0	8:30 - 9:00	Homeroom
1	9:00 - 10:05	Academic Period #1
2	10:10 - 11:05	Academic Period #2
3	11:10 - 12:35	Academic Period #3
4/5	12:40 - 1:55	Connections/ P.E.
6	2:00 - 2:55	Academic Period #4
7	3:00 - 4:00	Academic Period #5
Dismissal/PM Announcements		

Lunch 7-Success – 11:15 – 11:40 7-Victory – 11:25 – 11:50

Cluster III – 8th Grade

PERIOD	TIME	CLASS
0	8:30 - 9:00	Homeroom
1	9:00 - 10:05	Academic Period #1
2/3	10:10 - 11:25	Connections/ P.E.
4	11:30 - 12:25	Academic Period #2
5	12:30 - 1:55	Academic Period #3
6	2:00 - 2:55	Academic Period #4
7	3:00 - 4:00	Academic Period #5
Dismissal/PM Announcements		

Lunch

8-Success – 12:35 – 1:00

8-Victory – 12:45 – 1:10

3.1 LOCKERS

Students are not issued lockers.

3.2 TEXTBOOKS

Students use a class set of textbooks for instruction. Individual textbooks may be issued with a request from parents. Students are responsible for lost or damaged books, property, and materials. Students with outstanding balances are subject to consequences that may affect graduation, school records, or activities.

3.3 BAGS AND TYPES OF LUGGAGE

Students may only have clear or plastic book bags. Students shall not have the following bags and types of luggage on campus: mesh book bags, gym bags; brief cases, suitcases; grocery bags, shopping bags; oversized purses, backpacks, or hiking bags; and other carry-type bags that may be placed on shoulders and/or the waist.

Student-athletes will give their gym bags to the coach or sponsor for a designated place by 8:45 am. No bags are allowed the last week of school. Administrators reserve the right to confiscate items for an unspecified time.

3.4 AFTER SCHOOL PROCEDURES

Students must follow procedures and report to their designated areas and faculty members shall be in place to receive students by 4:00 pm. Students participating in extra-curricular activities or tutorials are not permitted in the bus lane. Students must obtain a pass from their teacher to attend after school tutorials. Students not involved in extra-curricular activities must be off-campus by 4:20 pm.

3.5 MESSAGES AND DELIVERIES TO STUDENTS

M.M. Bethune Middle School shall adhere to the following procedure for messages and deliveries:

- Only emergency messages from parent(s)/guardian(s) are delivered during instructional time.
- No food, money, and/or personal items are delivered during instructional time.
- No non-essential or non-educational items are delivered during instructional time.

3.6 FIELD TRIPS

Students must adhere to the dress code to attend field trips. ISS or OSS students shall not participate in a field trip.

4.0 STUDENT ATTENDANCE

Students must arrive to school on time and attend their assigned classes. Students are strictly prohibited from riding an unassigned bus. Students must bring a written note from their parent(s)/guardian(s) with contact information to the front office before 9:00 am to ride an unassigned bus. The latest check-out is 3:30 pm. Students may only be checked-out by designated individuals on the official list in the attendance office's list. Individuals must present identification.

4.1 ATTENDANCE POLICY

Parents and students shall adhere to the attendance laws as set forth by the O.C.G.A. §20-2-690.1a which reads: Every parent(s)/guardian(s), or other person residing in Georgia is required either to enroll and send children in their care and charge between the ages of 6 and 16 to a public or private school or to provide a home study program for these children which meets the requirements set forth in law, unless the child is specifically exempt. When a student is under the age of 16, the compulsory attendance law applies and there may be the possibility of court intervention.

4.2 NEW STATE LAW

State law indicates that any parent(s)/guardian(s) who does not comply with compulsory attendance mandates O.C.G.A. §20-2-690.1a shall be guilty of misdemeanor and, upon conviction thereof, shall be subject to a fine not less than \$25.00 and not greater than \$100.00, imprisonment not to exceed 30 days, community service, or any combination of such penalties, at the discretion of the court having jurisdiction. Each day's absence from school in violation of this part after the child's school system notifies the parent(s)/guardian(s) of five unexcused days of absence shall constitute a separate offense of O.C.G.A. §20-2-690.1b.

4.3 STUDENT ABSENCE

Students' absences shall be classified as unexcused except for the following reasons:

- Personal illness, immediate family illness, or death.
- Religious holiday.
- Attendance by student is hazardous to health or well-being of others.
- Service as page for the General Assembly.
- In-School and Out-School Suspensions (ISS and OSS).

Parent(s)/guardian(s) must submit a written note to the attendance office with the following:

- Student(s) name and grade level.
- Date of absence(s).
- Reason for absence(s).
- Parent(s)/guardian(s) contact number.
- Parent(s)/guardian(s) signature.

After any absence, it is the parent(s)/guardian(s)' and students' responsibility to arrange make-up work with teachers. Students may not receive make-up work for unexcused absences.

4.4 STUDENT ATTENDANCE PLAN OF ACTION

- Students with two (2) or more unexcused absences are referred to their grade level counselor and parent(s)/guardian(s) contacted to initiate an attendance contract.
- Parent(s)/guardian(s) shall receive an attendance letter when students accrue six (6) absences.
- A referral shall be initiated to the school social worker for the fifth (5th) unexcused absence.

4.5 UNEXCUSED ABSENCES

An absence from school is unexcused if it does not meet the criteria categorized as an excused absence or if a signed note is not submitted by the parent(s)/guardian(s) within three days of the absence. Students may not receive make-up work for unexcused absences. Unexcused absences are considered as personal business, babysitting, missed bus, lack of personal transportation to school, attending to a sick relative, non-emergency situations, and/or family trips.

4.6 HOSPITAL/HOMEBOUND STUDENT

Students who will be absent four days or longer may arrange for assignments with teachers. If students are absent because of extended illness (10 or more days), the parent(s)/guardian(s) may request the service of a hospital/homebound teacher. A medical impairment form must be completed by a physician and submitted to the counseling office.

4.7 STATE LAW REQUIREMENT

State law requires that all visitors report to the front desk and acquire a visitor's pass before proceeding to any location in the building. The visitor's pass is a stick-on tag which has "Visitor" printed on it. If any adult or non-student is not wearing a visitor's pass, the front office or an administrator must be notified immediately.

In addition, for parent(s)/guardian(s) who want to visit a class, may remain in class for twenty minutes and must not distract students, disrupt the classroom environment, or conference with faculty members. Invited guests, speakers, or other special visitors must be pre-approved by the principal. Faculty members and students are not permitted to bring relatives or friends to school for a visit. All District employees and students must wear their I.D. badge at all times. Unauthorized persons are subject to arrest and other consequences.

5.0 HALL PASSES AND TARDIES

Faculty members must provide students supervision and observe the hallway, posts, or duty stations to ensure students go to destinations in a timely, orderly fashion and vacate the campus immediately after the dismissal bell. Faculty members shall position themselves in middle of the hallway until the halls are clear or the bell sounds as well as direct students to move into the classrooms or designated areas.

5.1 HALL PASSES

Faculty members shall not provide students hall passes during the first and/or last twenty minutes of any class. Students must have an official hall pass. Students shall not go on errands or to any destination that interferes with instructional time. Students shall use the restroom during class changes or designated time unless an emergency occurs.

5.2 TARDIES

Students arriving after 9:00 am must report to the security desks with parent(s)/guardian(s). If students do not return from lunch, faculty members shall email the appropriate administrator with the students' names. Three or more tardies during the school day may result in In-School Suspension (ISS) or Out-School-Suspension (OSS).

6.0 LUNCHROOM REGULATIONS

Students shall adhere to the following:

- Remain in the receiving lines and not save places for others.
- Eat and drink all items in the cafeteria.
- Remain seated in the designated area until end of lunch.
- Place all trash in the receptacle bins.

7.0 STUDENT ELECTRONIC DEVICES

Students are not permitted to use any electronic devices including, but not limited to, iPhones, iPods, iPads, e-tablets, cell phones, walkie-talkies, cd players, ear buds, headphones, hand-held video consoles, e-cigarettes, and electronic device add-ons.

Students shall not use phones with camera and video capability in the classroom, hallway, restroom, cafeteria, gymnasium, locker room, or other area in the building that may invade the privacy of others. Students shall not send texts or emails, take pictures or record video, make calls, or other actions that involve an electronic device.

Parent(s)/guardian(s) should not to call, text, email, or communicate with students during instructional time. In the event of an emergency, parent(s)/guardian(s) shall contact students through the front office.

7.1 STUDENT CELL PHONE USE

Students are not permitted to use any electronic devices in the building, on school buses, or during instructional time (except for approved instructional purposes). Electronic devices shall be off and not visible at any time. The parent(s)/guardian(s) may receive confiscated electronic devices on Thursdays between 8:00 - 8:30 am or 4:00 - 4:30 from designated school personnel. Neither administrators nor faculty members are responsible for any lost, damaged, misplaced, or stolen electronic devices.

8.0 DRESS CODE

The dress, grooming, and personal cleanliness of students contribute positively to the culture and climate of M.M. Bethune Middle School. Clothing is prohibited when it is deemed unsuitable or revealing, creates an unsafe environment or distraction, tends to draw attention or interferes with instruction, and threatens the health or safety of the learning environment. As a result, students wear a uniform. Students must adhere to the dress code and uniform requirements. No change in the uniform is allowed unless approved by an administrator.

8.1 STUDENT DRESS CODE

Students must be in compliance, presentable, and neat on campus as well as properly wear the uniform in its entirety and be orderly from head-to-toe. Students at all grade levels wear the uniform, thus, emphasizing a community spirit. New or transferred students must adhere to uniform standards by the following Monday from time of admittance. Faculty members shall make every effort to identify dress code violations and report violations to an administrator.

8.2 STUDENT DRESS CODE ENFORCEMENT

Students shall follow all school rules governing specialized programs that may require protective clothing, safety glasses or goggles, uniforms, or other required items.

Students who wear the following clothes and adornments violate the dress code: insignias, symbols, or products that promote gangs, drugs, alcohol, controlled substances, or tobacco; offensive, vulgar, sexually suggestive words or phrases, images, pictures, diagrams, drawings or other content; words or phrases violent or disruptive in nature; and derogatory content regarding ethnic background, color, race, national origin, religious belief, sexual orientation, or disability.

Students who wear the following shirts, tops, blouses, and dresses violate the dress code: garments that show the midriff; low cut, strapless, or revealing garments with slits or cuts; spaghetti straps or shoulder straps less than two (2) inches wide; halter tops, off-the-shoulder tops, tank tops, or tube tops; and sheer, mesh, stretch, and form fitting garments; tops revealing undergarments.

Students who wear the following dresses, shorts, pants, and skirts violate the dress code: more than one (1) inches above the knee; bicycle, cut-off jean, Lycra biking, and running shorts; pajama or sleepwear; soccer or tennis skirts; and tights, fishnet stockings, leggings or jeggings, or spandex.

Students who wear the following violate the dress code: hats, sunglasses, curlers, hair rollers, combs, hair picks, headscarves, bandannas, sweatbands, gloves, or other items that cover, mask, or hide the head, face, or hands. Hair must be neat and kempt at all times. Hair cannot be in process, early stage, or final stage of completion.

Students must wear pants on the waist. Pants with holes, frays, high splits, or patches are prohibited. No undergarment of any kind shall be visible or identifiable. Bedroom slippers, flip-flops, slides, or shower shoes are prohibited. Spiked, chained, or other dangerous jewelry is prohibited. Students cannot wear a jacket or coat to conceal inappropriate garments.

8.3 STUDENT UNIFORMS

- Khaki or cargo pants, skirts, and/or shorts.
- Solid grey, maroon, black, or white polo-style or button-down shirts.
- Only M.M. Bethune Middle School T-shirts may be worn on the outside of uniform shirts.
- Collars must be visible at all times.
- Shoes must adhere to the dress code.
- Male students must wear a belt with pants or shorts at all times.
- Sweatshirts, hoodies, jackets, or coats cannot fully cover uniform shirts.
- Blazers are optional.

8.4 STUDENT DRESS CODE VIOLATION

Number of Offenses	Consequences
First Offense	Verbal reprimand, administrative action, parent(s)/guardian(s) contacted, and/or ISS.
Second Offense	Administrative action, parent(s)/guardian(s) conference, and/or ISS.
Third Offense+	Administrative action, parent(s)/guardian(s) conference, ISS, Saturday School, local school probation, counselor or social worker meeting. Repeat offenders may merit referrals to an alternative setting.

9.0 STUDENT DETENTION, IN-SCHOOL SUSPENSION (ISS), OUT-SCHOOL-SUSPENSION (OSS), SCHOOL-WIDE AND SYSTEM-WIDE PROBATION

Students may receive ISS, OSS, after-school detention, or Saturday School as a consequence for code violations. Faculty members shall contact parent(s)/guardian(s) and provide students with twenty-four hour notice prior to detention. Faculty members shall provide students with a detention slip and maintain a detention log. Students are subject to further consequences if they do not attend detention.

Students on school-wide or system-wide probation will receive additional consequences for serious infractions.

Students listed on the daily ISS email list shall not be counted absent. Students listed on the daily OSS email list are not allowed on campus without an administrator's authorization. Faculty members shall notify the school resource officer, campus security, or administrator immediately if students on the OSS email list are on campus.

The following are discipline options for the teacher, counselor, and administrator:

Teacher Options:

- Teacher - Student Conference
- Teacher - Counselor Conference Referral
- Teacher - Parent Conference
- Teacher - Detention
- Teacher - Referral

Counselor Options

- Counselor - Student Conference
- Counselor - Parent Conference
- Counselor - Administrator Conference
- Referral to Student Support Team
- Referral to Social Worker

Administrator Options

- Administrator - Student Conference
- Administrator - Parent Conference
- Detention, ISS, or OSS
- Referral to Student Support Team
- Referral to Social Worker
- Referral to Disciplinary Hearing Officer

9.1 INAPPROPRIATE LANGUAGE, PROFANITY, AND BODILY CONTACT

Students shall not use offensive, profane, vulgar language or gestures. Students shall not engage in inappropriate bodily contact.

9.2 TRUANCY AND SKIPPING

Students must arrive to school on time and go to class on time. Truant or skipping students are subject to disciplinary actions. Students on local school probation or system-wide probation are subject to additional consequences.

9.3 LOITERING, TRESSPASSING, AND OFF-LIMIT AREAS

Students cannot loiter in the hallways, bathroom, or other non-academic areas like the catwalk area, teacher's lounge, or faculty restrooms. Students must exit the building at the 4:00 pm dismissal bell and leave campus by 3:45 pm. If students leave campus before the dismissal bell and return to campus, they are trespassing and subject to consequences. Students participating in extra-curricular activities must be with a coach, sponsor, teacher, or advisor by the designated time. Students on local school probation or system-wide probation are subject to additional consequences.

9.4 BULLYING, HARASSMENT, INTIMIDATION, AND HAZING

Students shall not harm, attack, strike, intimidate, bully, harass, and/or haze any faculty members or students in any manner like mental, emotional, relational, verbal, physical, and cyber. Students who demonstrate unwanted, aggressive verbal or non-verbal behavior that includes, but is not limited to, use of force, coercion to abuse, making threats, or spreading rumors for a limited or extended time period will face immediate consequences. Students may report these incidents to a faculty member, counselor, administrator, or call 1-877-SAY-STOP.

9.5 ALCOHOL, TOBACCO, FIREARMS, AND DRUGS

Students may not use, possess, and/or display the following on the campus, bus, and/or at events: alcohol, tobacco, firearms, and drugs, matches and lighters, or any explosives such as firecrackers, poppers, bomb bags, stink bombs, or similar items.

9.6 GANG-RELATED ACTIVITIES

Students shall not participate or engage in gang-related, individual, or collective acts that represent a group which can, may, or do terrorize, threaten, disturb, and/or disrupt the safety and security of the campus and school environment. These activities include, but are not limited to, hand gestures or “stacking”, or other identifiable forms of verbal/non-verbal communication through clothing, religious ornaments associated with gangs, flags (bandanas), or clothing with gang-related colors.

Students involved in gang-related activities shall be referred to the School Resource Officer and administrators. Students may be arrested, suspended, referred to an alternative school, and/or receive additional consequences as defined by state law (O.C.G.A. §16-15-3, 4).

9.7 RE-ADMITTANCE

The parent(s)/guardian(s) and OSS students shall conference with the counselor and/or administrator to address the suspension, grades, conduct, attendance, or other pertinent information.

10.0 EMERGENCY PLAN PROTOCOL(S)

Students must review the evacuation plan, protocol, and route for each class as well as follow the rule, regulations, and procedures of M.M. Bethune Middle School and DeKalb County School District.

10.1 CLINIC AND MEDICATION

M.M. Bethune Middle School does not have a student clinic. Students who become ill at school shall be sent to the attendance office. The attendance clerk assists students and arranges for students to leave campus. In some cases, students may return to class and wait for the parent(s)/guardian(s).

Faculty members may administer basic first aid or medical treatment for ill or injured students. Students’ medications must be checked-in through the counseling office, but students may carry prescription asthma inhalers. Students shall not pass medication from one student to another.

In the event that blood, body fluids, vomit, fecal matter, urine or saliva create an unsafe and/or unsanitary environment, faculty members must contact the front office immediately for custodial assistance. Students with medical conditions that require frequent passes to the restroom must bring appropriate documentation from a doctor.

10.2 ACCIDENTS

All accidents such as slips, falls, or injuries to students shall be reported to an administrator immediately. An incident report must be completed and submitted to the front office secretary. The school resource officer or an administrator will call 911 when necessary.

10.3 FIRE, TORNADO, AND OTHER DRILLS

Drills occur throughout the school year. Students shall move in an orderly fashion to a predetermined location. Drills are important and students must not participate in horseplay.

11.0 ATHLETIC REQUIREMENTS

Students are allowed to participate in extra-curricular activities if they meet the necessary guidelines. Students must have a physical examination conducted by a medical doctor within the past year, current insurance records or waiver, and parental consent form.

Students shall be present at least half of the academic day or three (3) periods to participate in extra-curricular activities including prom. If students miss three or more class periods, they are considered absent. Friday absences negate participation for students in weekend activities. ISS and OSS students are prohibited from any school practice, function, or activity participation.

11.1 ELIGIBILITY

Eligibility is determined at the end of each semester. All eligible student-athletes and activities are regulated under the policies, procedures, and rules of the Constitution and By-Laws of the Georgia Department of Education, DeKalb County School District Board of Education, and the Georgia High School Association.

In order to compete, students must sign a code of conduct form and pass the required number of classes. Ineligible students may regain eligibility for the next semester by meeting all requirements.

Student-athletes must pass 4 of 7 classes with a 71/C grade or higher. If students fail two or more classes with a 69 or below at the progress report period, they will be placed on academic probation and must attend mandatory tutorial until the grade improves.

12.0 MEDIA CENTER AND GUIDELINES

All faculty members and students shall adhere to the DeKalb County School District's Acceptable Use Policy guidelines. Faculty members shall review the copyright laws thoroughly and obey all requirements. The media specialists may explain the guidelines.

The Media Center is available from 8:30 am until 4:00 pm. Students must have a pass to enter the Media Center during instructional time. Students must sign in at the circulation desk upon arrival and place their pass on the desk. The pass will be signed by a member of the Media Center staff and returned to the teacher who issued the pass.

Students are expected to remain in the Media Center until the end of the class period. Students may not eat or drink in the Media Center and must follow all directions of the staff. Students may not access the Internet unless they have a specific assignment for a class.

Books are checked out for two weeks to students. They may be renewed for an additional two weeks if necessary. Students may check out five non-fiction books and one fiction book at a given time. Students with overdue materials may not checkout additional books, etc. until the materials have been returned and financial obligations are cleared. Students are charged fines for overdue materials. Students who lose or damage Media Center materials are required to make restitution by the end of the semester.