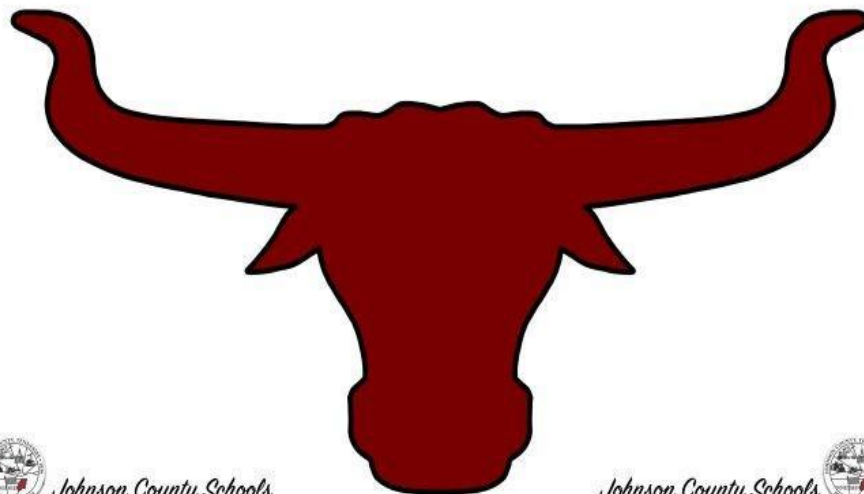


Johnson County Middle School  
2023-2024  
Parent – Student Handbook



278 Fairground Hill  
Mountain City, Tennessee 37683  
(423)727-2600  
(423)727-4141 Fax

Dr. Cheri Long, Principal  
Mechelle Arney, Assistant Principal/Athletic Director

## JCMS Personnel and Contact Information

Administration, teachers, and staff may be reached at 423.727.2600.

Dr. Cheri Long	Principal .....	clong@jocoed.net
Mechelle Arney	Assistant Principal/Athletic Director ....	marney@jocoed.net
Julianna Cole	Counselor .....	jcole @jocoed.net
Heidi Kerley	Literacy Coach .....	hkerley@jocoed.net
Christie Atwood	School Secretary.....	catwood@jocoed.net
Jennifer Harry	Bookkeeper.....	jharry@jocoed.net
Caron Dewey	Special Education.....	cdewey@jocoed.net
Devin Shaw	Special Education.....	dshaw@jocoed.net
Leanne Shoun	Special Education .....	lshoun@jocoed.net
Kim Toliver	Special Education.....	ktoliver@jocoed.net
Lisa Mahala	8 <sup>th</sup> ELA .....	lmahala@jocoed.net
April Guy	7 <sup>th</sup> ELA.....	aguy@jocoed.net
Cheryl Guthrie	7 <sup>th</sup> /8 <sup>th</sup> ELA.....	cguthrie@jocoed.net
Kim Compton	7 <sup>th</sup> /8 <sup>th</sup> Math.....	kcompton@jocoed.net
Susan Edwards	7 <sup>th</sup> Math .....	sedwards@jocoed.net
Alex Pace	8 <sup>th</sup> Math .....	apace@jocoed.net
Amber Price	7 <sup>th</sup> Science.....	aprice@jocoed.net
Kim Laws	7 <sup>th</sup> /8 <sup>th</sup> Science.....	klaws@jocoed.net
<b>TBD</b>	8 <sup>th</sup> Science.....	@jocoed.net
Cameron Williams	7 <sup>th</sup> Social Studies.....	cwilliams@jocoed.net
Julian Crews	7 <sup>th</sup> /8 <sup>th</sup> Social Studies.....	jcrews@jocoed.net
Chris Dunbar	8 <sup>th</sup> Social Studies.....	cdunbar@jocoed.net
Isaac Saults	Band .....	isaults@ jocoed.net
Daniel McReynolds	Choral.....	dmcreynolds@jocoed.net
Haley Miller	PE .....	<a href="mailto:dphipps@jocoed.net">dphipps@jocoed.net</a>
	PE.....	@jocoed.net
Lonna Smith	College/Career Center .....	lsmith@jocoed.net
Logan Frye	Technology .....	lfrye@jocoed.net
Janet Rhea Payne	Life Skills for Success.....	jpayne@jocoed.net
Mark Humphrey	In-School Suspension.....	mhumphrey@jocoed.net

### **Mission Statement for Johnson County Middle School**

The mission of Johnson County Middle School is to provide a safe, non-threatening, enriching environment in which students achieve successful transitions between elementary and high school, as they meet and exceed academic standards for the middle grades.

### **Vision Statements**

**At Johnson County Middle School, we are dedicated to the highest level of teaching and learning, where:**

#### **Students:**

- Take ownership of their own learning and education;
- Are personally involved in creating and tracking their own academic and behavior goals throughout the year;
- Are recognized and celebrated for growth and achievement in all academic and social areas of learning;
- Are seen leading instruction in the classroom.

#### **Teachers:**

- Participate in high quality ongoing professional development in order to increase student growth and learning;
- Are committed to using a variety of research based instructional practices and strategies to reach all students;
- Use professional learning community time to focus not only on data but also best practices and collaborative planning;
- Differentiate their instruction, grouping, and assessments to determine student growth.
- Are committed to and held accountable for student learning and growth

#### **School:**

- Structures and guarantees common planning times with norms for effective collaboration;
- Develops and implements a strategic, easily understood structure for sharing leadership and soliciting input from all stakeholders;
- Protects instructional and planning time so teachers and students are held accountable for effective teaching and learning in order to increase student growth;
- Procedures and discipline policies will be followed by all stakeholders in order to ensure a safe learning environment.

#### **Parents and Community:**

- Positively supports student progress and growth by supporting both academic and behavior achievement;
- Form instructional positive partnerships of communication so they are aware of progress that is being made, goals for growth, and are confident in ways to support students;
- Can describe the individual progress of their children.

### **Belief Statements**

- We believe that all students can learn!
- We believe that students learn in different ways and need to be provided with a variety of instructional approaches and assessments to support their learning.
- We believe that students deserve a welcoming learning environment that is safe and secure.
- We believe that education is the responsibility of educators, students, and their families, - the entire school community.
- We believe that each student is a valued individual with unique physical, social, emotional, and academic needs.
- We believe that the commitment to continuous academic improvement is necessary if our school is going to lead students toward a lifetime of learning.
- We believe that a student's self esteem is enhanced by positive relationships and mutual respect among students, staff, and parents.
- We believe that students need to be provided the opportunity to apply their learning in everyday situations.

**BELL SCHEDULE**

<b>ARRIVAL</b> First Bell 7:55 Doors Open Students Report to Block 1	BLOCK 1	BLOCK 2	BLOCK 3	BLOCK 4	BLOCK 5	BLOCK 6
Eighth Grade	8:00 – 9:00	9:03 – 10:03	10:06 – 11:06	11:09 – 1:19	1:22 – 2:22	2:25 – 3:00
Seventh Grade	8:03 – 9:03	9:06 – 10:06	10:09 – 11:09	11:12 – 1:12	1:15 – 2:15	2:18 – 3:00

**8<sup>th</sup> Grade CTE students will report to cafeteria at 2:25 and be dismissed from the high school at 3:15.**

**LUNCH SCHEDULE**

FIRST LUNCH 11:10 – 11:40	SECOND LUNCH 11:45 – 12:15	THIRD LUNCH 12:15 – 12:45
GREEN TEAM 7 <sup>th</sup> Grade	BLUE TEAM 8 <sup>th</sup> Grade	RED TEAM 7 <sup>th</sup> /8 <sup>th</sup> Grade
Guy	Mahala	Guthrie
Edwards	Pace	Compton
Price	Laws	TBA
Crews	Dunbar	Williams

**ROTATION SCHEDULE**

	LUNCH	ROTATION	INSTRUCTION
BLUE TEAM	11:43-12:13	11:10-11:40	12:16-1:19
GREEN TEAM	11:10-11:40	11:43-12:13	12:16-1:19
RED TEAM	12:15-12:45	12:49-1:19	11:10-12:13
		12:15 – 12:45 Rotation Teachers Lunch	

## Grade Scale

TN Ready and EOC scores shall be included in students' final grade as 25% in grades 3-12. Any student that fails an academic subject will be required to attend summer school which is tentatively planned to begin the day following the last half day of school.

93 – 100 = A  
85 – 92 = B  
75 – 84 = C  
70 – 74 = D  
Below 70 = F

## Visitor Policy

All persons will report to the main office, scan in via RAPTOR, (Johnson County School's Security System) and obtain a visitor's pass. Visitors will exit via the main office where he/she will be scanned out.

## Arrival and Pick-up Policies

### Morning Drop-off Instructions:

Our building will open at 7:30AM to students. Students will not be allowed to enter the building before 7:30 unless they are enrolled in academic tutoring with a specific teacher. Parents will drop off students at the gym doors and exit via the parking tiers. Students riding with older siblings may enter through the front entrance after 7:30. Students who plan to eat breakfast will report to the cafeteria and all other students will report to the gym.

### Afternoon Pick-up Instructions:

The bell rings for dismissal at 3:05. Supervision is provided for pick-ups until 3:30 p.m.

1. All students should leave the building unless participating in athletics or other scheduled events.
2. Students riding the bus will exit from the front entrance and will report directly to his/her assigned bus. Once the students are on the bus, they will remain until departure. **Students are not allowed to get off the bus once they have boarded. Students are not allowed to walk to the high school to board the bus. Students who get off or on at the high school without administrative permission will be suspended from the bus.**
3. Students being picked up will need to report directly to the pickup hall. Parents will pick up students in the back parking lot. The pickup students will be dismissed out the new side exit, then parents will continue to drive around the back of the building to exit. We must keep traffic flowing around the building. **Students are not allowed to wait on cars in front of the building.**
4. Students that walk home should immediately leave the building by the front exit, cross the street, and walk down the terraced parking lots and exit onto Fairview Street. **No loitering in front of the high school!**
5. Students who ride home with a JCHS student must report directly to that car. These students will be issued a pass. If a student does not have a pass to wait on the high school driver, that student will be asked to report back to the JCMS office. **No loitering in front of the high school!**

## Early Dismissals

A parent/ guardian must come to the front office and sign the student out in order to pick the student up any time before school is dismissed.

In the event that school should have to be let out early, please make sure that you and your child have a plan in place that will go into effect each time we have an early dismissal.

School schedule changes will be announced on the following local radio and television stations, as well as by our automated callout system.

Television Stations: WCYB, WJHL, and Fox

Radio Stations: WQUT, WXBQ, WMCT, and WETB

## Tardy Policy

It is important for students to be on time for school and classes. The student must report to the office for an admit slip if he/she reports to school after the tardy bell has sounded for their grade level. This slip must be given to the teacher when the student enters the classroom. This will be documented in school attendance records as a tardy. Seven unexcused tardies to school will result in appearing before the Truancy Review Board.

The following discipline procedures will be strictly enforced for students who report to any class with an unexcused tardy.

**1st unexcused tardy = Verbal Warning (T4T)**

**2nd unexcused tardy = Written Warning Home (T4T)**

**3rd unexcused tardy = 1 day of lunch detention/conference with TEAM leader**

**4th unexcused tardy = 1 day of ASI (After School Intervention + T4T/Parent call from Team leader**

**5th unexcused tardy = 2 days of ASI + T4T/ Conference with Attendance Clerk**

**6th unexcused tardy = 3 days of ASI + T4T/Conference with Principal or Assistant Principal**

**7th or more unexcused tardies = Referral to Mrs. Edna Miller-Attendance Officer**

**T4T is Time for Time and will be held during the 21st century after school program.**

## AFTER SCHOOL INTERVENTION

After School Intervention and T4T (Time for Time) will be held on Mondays, Tuesdays, and Thursdays 3:15-4:15. Students must be signed out by parent/guardian. Students who fail to fulfill the ASD requirement will be required to forfeit rotation and/or be assigned a working lunch.

**Detentions may be rescheduled only by parental request (written or telephone).**

## BUS

Any student wishing to ride a bus other than his/her regular bus must bring a note stating his/her destination signed

by the parents, with a phone number verification, to the office **before reporting to 1<sup>st</sup> period.**

**If a student is going home with another student – we must have written permission from parents/guardians of both students. For example: if Jack is going home with Bill – then we must have permission from Jack's parents saying it is okay for Jack to go and we must have written permission from Bill's parents saying it is okay for Jack to come home with Bill.**

## ATTENDANCE POLICY

Students are expected to be at school. The Johnson County School System values the educational experience provided for all students. For a student to derive maximum benefit from these experiences, it is essential that each student be present each day school is in session. Research indicates that there is a direct correlation between school attendance and success in school.

The attendance clerk, Wilma Connor coordinates attendance at JCMS, implementing attendance laws enacted by the Tennessee legislature.

Absences will be classified as either excused or unexcused. **Students can not accumulate more than 8 unexcused absences in a school year.** All absences will be considered unexcused except:

1. Personal illness as documented by a medical/professional excuse;
2. Religious observances as defined by state regulations;
3. Circumstances over which, in the judgment of the principal, the student has no control;
4. Death in the family; or
5. Required court appearance (A written verification from appropriate authorities must be provided).

**Parent notes cannot be used to excuse a student's absence.**

Johnson County School System will use a Truancy Review Board for those students who are becoming a truancy problem. Parents will be required to attend this meeting with their child.

**Submitting Excuses for Absences:** Students who have been absent and have a doctor's excuse to turn in should take that excuse to the office and give it to the secretary before school begins for the day. Students will also be asked to sign a log indicating the date and to whom the excuse was given.

**Please note: Students accumulating over 8 unexcused absences will be required to attend After School Intervention.**

**Make-up Work Policy:** Students missing school will need to request missed work from their teacher the day they return to school. Students will have 3 days in which to complete and turn in all missed work for all classes. **It is the student's responsibility to ask for any missed work and then turn it in on time.**

**Transfer Students:** New students wishing to enroll in JCMS will need to schedule an appointment with the counselor, Julianna Cole. She will gain all the required forms and paperwork from the parent/guardian. No student will be allowed to remain at JCMS until all the required forms are turned into the counselor. When a student is officially registered, we will make every effort to help in the new environment. However, if a student leaves the previous school in less than good standing, he/she may not be permitted to enroll at JCMS.

**Withdrawing a Student:** Students who will be leaving JCMS during the school year will need to do a formal withdrawal from the school. Parents will need to bring the student to school and talk with the counselor regarding moving their child to a new school. Students will be given a withdrawal form to take around to all of their classes. Teachers will collect all books and necessary materials from the student before they may leave. All fines, dues, and debts must be paid before the student can officially be withdrawn from our school. Should your student owe money, no records will be sent to their new school until their debt has been paid.

## DRESS CODE

Student dress should exemplify an atmosphere of learning. Students may not wear any type of dress or look that is distracting or disrespectful to the learning environment. Apparel that disrupts educational activities and processes of the school will result in the removal of the student from the regular school environment until acceptable apparel can be secured for the student. The administration will be the final judge about whether a student's attire is appropriate for school or whether it will create an environmental climate that is distracting to learning.

The main purpose of the dress code and the discipline policies is to prepare students to participate in the community and the workplace and to teach students appropriate standards of dress. Every possible situation cannot be addressed in this policy; therefore, the administration reserves the right to make amendments deemed necessary for the welfare of the school.

Consequences for violating the dress code:

- Student will be sent to ISS.
- Parent will be notified to bring appropriate clothing
- If clothes cannot be sent, the student will remain in ISS until appropriate clothing can be obtained.

Requirements for student dress are listed below:

1. **ALL** clothing must be appropriately sized, securely fastened and cover midriff, back, sides, shoulders, and all undergarments at all times.
2. Rips, holes, or tears (revealing skin) in clothing must be below mid-thigh.
3. See-through, revealing, or mesh garments must not be worn without appropriate coverage underneath that meets the minimum requirements of this dress code.
4. Gang paraphernalia, garments and/or jewelry, tattoos, or other insignias, which display or suggest sexual, vulgar, drug, alcohol, or tobacco-related wording/graphics or may tend to provoke violence or disruption in school shall not be worn.
5. Clothing must not state, imply, or depict hate speech or imagery targeting groups based on race, ethnicity, gender, sexual orientation, religious affiliation, or any other characteristics protected by federal or state law or Board policy.
6. Any articles of clothing or jewelry that may cause injury including, but not limited to, items with spikes, or sharp objects, wallet chains, leashes, and heavy link chains are not allowed.
7. Students must wear shoes that are safe and appropriate for the learning environment. Inappropriate footwear includes, but is not limited to, roller skates, skate shoes, and bedroom slippers/house shoes, steel or composite toe shoes.
8. Form fitting leotard/spandex/leggings types of clothing is not allowed unless proper outer garments cover to mid-thigh or longer in both front and back. Dresses, skirts, shorts/skorts, must cover to mid-thigh length or longer in both front and back.
9. Clothing and footwear traditionally designed as sleepwear shall not be worn.
10. Head gear, including but not limited to, caps, hats, bandanas, hoodies with hoods up, sweatbands and/or sunglasses shall not be worn indoors on campus. Students may wear sunglasses, hats, or other sun-protective wear while outdoors during school hours, however these articles must not violate this dress code.
11. Costume wear (such as tails, ears, masks, hats, flags, etc.) is not allowed to be worn except on special Days designated by the school administration.
12. Blankets are not allowed at school at any time.



## STUDENT BACKPACKS

Backpacks are required for students at Johnson County Middle School. If a student is unable to purchase a bookbag – one will be provided by the school. No backpacks with wheels are allowed. Cell phones must be kept in your book bag during the instructional class periods and in the hallways between the hours of 8:00 AM until 3:00 PM. The only exception is during the student's lunch period. Backpacks will need to be taken to the cafeteria if a student plans to use their cell phone during lunch.

## STUDENT LOCKERS

At the beginning of the school year students will be assigned a locker in order to have a safe place to keep supplies and personal items.

Students will be allowed to visit lockers between classes, before lunch and at the end of the school day. Students will not be allowed to be at lockers at other times without written permission from teachers.

Personal locks may not be used on lockers. It is your responsibility to keep your locker in good order and locked. Periodic locker checks will be made.

Please do not share your locker combination with anyone.

You will be responsible for all items in your assigned locker.

**JCMS is not responsible for lost or stolen articles.**

**Lockers are school property and may be searched by school authorities at any time. The police and canine unit may periodically check lockers.**

## TEXTBOOK AND CHROMEBOOK RESPONSIBILITIES

Students are fully responsible for textbooks and electronic devices issued to them. Books and electronic devices should reflect normal use at the end of the school year. Students will be charged for damaged or lost textbooks and or electronic devices. Any student who solicits inappropriate sites or uses the device in a derogatory sense will forfeit their privilege to use a chromebook.

## USE OF SCHOOL TELEPHONE

The school telephone is for emergency use only. Students must have written permission from their teacher in order to use the school telephone during the school day. The school telephone **will not** be used to arrange social outings between students and their parents. These arrangements (accompanied by written parental/guardian consent) must be made prior to coming to school.

## Cell Phones/IPods/Electronic Devices

Cameras, I-watches, iPods, toys, electronic games, or other items which may interfere with instruction are not allowed at JCMS. Items will be confiscated by staff. Students are not allowed to bring items to school for buying, selling, or trading. No toys allowed at school.

We understand that many of you have a cell phone. Students may bring a cell phone to school, but it must be turned off and kept in a book bag during all classes and class changes. Cell phones seen or heard during class will be confiscated by the staff. any student who possesses a cell phone at school with inappropriate photos, derogatory messages, or threats against student or staff safety, and that student makes the choice to share such at school, will relinquish all cell phone privileges at school for the remainder of the year. The cell phone will be kept until a parent or guardian picks it up in the front office.

It will be the expectation that all cell phones will remain in the student's book bag (not in clothing, shoes or anywhere on the student's body). If the student doesn't carry a book bag, he/she will not be allowed to carry the phone. The cell phone will remain in the book bag and only be allowed out during the following time slots in the designated areas.

If a student chooses to have a phone out of the book bag other than the permissible times, the following procedures will be followed.

Cell phones may be used during lunch. However, all cell phones must be turned off and placed in the student's book bag before leaving the cafeteria. Cell phones will be confiscated if not turned off and placed in the student's book bag at the required time. Students not following this policy will not be allowed to use their phone at lunch for a designated period of time.

### Confiscation Procedures:

- 1<sup>st</sup> offense: Documented Warning
- 2<sup>nd</sup> offense: Phone will be stored in the office and the student may pick up at the end of the day
- 3<sup>rd</sup> offense: Parent will be called to pick up phone
- 4<sup>th</sup> offense: Parent will be called to pick up phone and the student forfeits the privilege of having a phone at school.

Any cell phone that is confiscated and found to contain inappropriate or threatening content, will be handed over to proper authorities for further investigation and the student may lose cell phone privileges for the remainder of the year – hinging on the outcome of the investigation.

Cell phones will be subject to search and seizure while on school property.

***JCMS is not responsible for any lost or stolen cell phones, or other electronic devices.***

## TRANSPORTATION

Student transportation is a privilege extended to students. Students who do not obey the state and local regulations governing student transportation may have their transportation privileges revoked by the school district. This may be done in order to provide a safe environment for other students on the bus. Drivers must demand that their full attention be given to driving the bus.

Following is a list of specific rules and regulations:

1. Students are under the supervision and authority of the bus driver from the time they leave home until they reach school in the morning, and from the time they board the bus at school until they reach home in the afternoon.
2. Students will not be permitted to have any dangerous items on the bus.
3. Students will be let off a bus only at their destination unless written permission from the school office gives authority for the driver to do so.
4. Students will be expected to remain in the seat until the bus comes to a complete stop.
5. Do not use profane language or obscene gestures.
6. Do not eat or drink on the bus.
7. Do not fight, push, or trip.
8. Do not throw objects or spit in or out of the bus.
9. Talk in a normal tone – do not yell.
10. Students will pay for any deliberate damage to buses.
11. If a student misbehaves on the way to or from school and refuses to obey, the driver will notify the principal or appropriate supervisor and the student may be suspended from riding the bus. The principal will notify the parents by phone or by letter. The parent must contact the principal and the principal will notify the bus driver as to when the student can ride the bus.

**1st offense:** the student will be suspended from riding the bus for three (3) days.

**2<sup>nd</sup> Offense:** the students will be suspended from riding the bus for five (5) days.

**3<sup>rd</sup> Offense:** the student will be suspended from riding the bus for ten (10) days.

**4<sup>th</sup> Offense:** the student and his/her parents may have to go before the Board of Education.

**Note:** This is not all-inclusive. Students must exercise good judgment to ensure that he/she remains eligible for bus transportation.

## CAFETERIA

Breakfast and lunch are free to all JCMS students. However, if your child wants extras, he/she must purchase those. Each student is issued a personal identification number for our computer system. Students may deposit money in their account at any time. Checks should be made to JCMS Food Service. Include the name and account number of the student on the check. *Extras may not be charged.*

Prices for the year are:

Extra Milk:	.75
Ice Cream:	.75

Visitors Meal Prices:

Breakfast:	\$2.00
Lunch:	\$3.75
Lunch Entree:	\$2.00

Due to the new Wellness and Nutrition Regulations students are not allowed to have or purchase soft drinks during school hours (*they can not even bring them from home*). Students are not allowed to have lunch from any restaurant brought to them for lunch.

Students are to behave appropriately while in the cafeteria and use proper table manners.

Breakfast will be served to students as they enter the building. This is not a hot breakfast. This breakfast is free to all students. Students will eat breakfast in the cafeteria.

### **Nurse/ Medical Clinic**

The school nurse services both JCMS and JCHS. She is housed at JCMS and is available to students during school hours. When a student needs to go to the clinic the teacher will notify the nurse/office.

**Medicines:** The medication administration policy of the Johnson County School System states: medications shall be administered only when the student's health requires that they be given during school hours. All medication must be brought by the parent/guardian to the principal's office/school nurse in the original medication bottle. All medication must have the following: child's name, name of physician, time to be self-administered, dosage, and directions for self-administering the medication. Most prescriptions when filled by the pharmacy have an education sheet included; this will have the side effects listed on it. A medical information sheet must be completed by the parent in order for the medication to be administered to the student. Students are not allowed to transport medication. The parent must pick up unused medication. Students who have asthma may keep their inhalers with them, but the parent must complete the medical information sheet and the inhaler sheet.

All medication will be kept in the medical clinic in a locked vault. Students cannot carry any over the counter medications such as Tylenol, Motrin, etc. at any time.

### **School Counseling Services**

A school counselor can provide many services and information to help students and parents. When students or parents have problems or concerns please feel free to seek out our counselor.

### **Posting Flyers, Signs, or Other Information at School**

Nothing will be posted at school or on school grounds without prior approval of the principal. All unapproved postings will be removed, and disciplinary action may be taken as necessary.

### **Organized Activities or Celebrations at School**

Only school-sponsored and principal approved activities will be permitted at school, on school grounds, and at school-sponsored activities. The teacher-sponsor of the group requesting an activity must seek prior approval from the principal before any plans are made for the activity. To prevent disruption to the school day, any unapproved activity or celebration will be stopped, and disciplinary action may be taken as necessary.

### **Academic Tutoring Before and After-School Programs**

Academic tutoring in all subject areas is available each morning starting at 7:00 and afternoon from 3:15 – 5:00pm.

### **Lost and Found**

Individuals who have lost items are advised to check with Ms. Atwood in the front office during a non-instructional time. Any items found and not claimed, please bring to Ms. Atwood in the front office.

## SCHOOL DISCIPLINE and CODE OF CONDUCT

One of our goals at Johnson County Middle School is to assist students in developing an effective sense of self, through self-responsibility, social sensitivity and emotional maturity. In order for our students to receive maximum benefit from the opportunities offered, appropriate order and discipline must be maintained. Failure of students to maintain a positive, safe learning environment will result in quick and firm disciplinary action. ***Anything not listed here is subject to administrative decision.*** In the event that new rules are implemented, students and parents will be informed.

\*Suspensions may be carried out at home, or at the alternative school based on administrative decisions. All work missed during suspensions should be turned into teachers on the 1<sup>st</sup> day back from the suspension.

\*The Disciplinary Hearing Authority (DHA) is a branch of the Johnson County Board of Education and consists of educators.

\*Any student involved in any extracurricular activity that is assigned ASI or ISS will not be allowed to participate in practice or events during the detention period. Coaches and sponsors will be notified.

\*Any student involved in any extracurricular activity that is remanded to ESC for any length of time will automatically be suspended from the extracurricular activity that he/she participated in for the rest of the school year.

***All faculty and staff members have the right and responsibility to correct any student anywhere on campus or school sponsored event and to expect a proper response when doing so.***

***Administrators reserve the right to make executive decisions when they deem necessary in regards to the rules.***

### **School wide Discipline Rule**

Simply put - ***Respect yourself, respect others. Treat others the way that you want to be treated.***

### **Special Cases with Automatic Consequences:**

1. **Fighting** – A fight is defined as an individual who takes part in a violent, argumentative, or antagonistic struggle involving the exchange of physical contact or the use of weapons. Fighting will result in immediate placement in ESC.  
Fighting can also result in suspension from school. A court referral for disorderly conduct or assault can also be issued to students who fight. The School Resource Officer has the right to take students who engage in fighting to the Johnson County Sheriff's Department, where the parents will need to pick them up. Fighting is not an acceptable behavior at school or any school function and **will not be tolerated**.  
Consequences for fighting are as follows:
  - a. First offense – Parent conference and **three** day placement in ESC.
  - b. Second offense – Parent conference and **five** day placement in ESC.
  - c. Third offense – Placement at ESC for the remainder of the school year.
  
2. **Bullying** – “Bullying is unwanted, aggressive behavior among school aged children that involves a real or perceived power imbalance. The behavior is repeated, or has the potential to be repeated, over time.”

Complaints/Investigations/Discipline:

- a. Alleged victims of bullying shall report these incidents immediately to a teacher, counselor, or building administrator.
- b. School administration will determine whether an alleged act constitutes a violation of the Policy 6.304.
- c. Upon the determination of a violation, administration shall conduct a prompt, thorough, and complete investigation of the incident, **and** the parents of the complainant will be required to complete a Johnson County Schools Bullying and Harassment Complaint Form.
- d. A written report on the investigation will be delivered to the parents of the complainant, parents of the accused student(s), and to the Director of Schools.
- e. Consequences for bullying are as follows:

- a. First offense – Parent conference and a **three** day placement at ESC
  - b. Second offense – Parent conference and a **five** day placement at ESC
  - c. Third offense – Placement at ESC for the remainder of the school year.
3. **Tobacco and/or Vaping** - Students found to be in possession of tobacco or vaping paraphernalia of any kind will be subject to the following discipline.
- 1<sup>st</sup> Offense** – Parents will be called and the student will be placed in ISS for three full days. Vaping devices will be taken and will not be returned. Two hours of tobacco cessation classes will be assigned after school. A Civil Citation will be issued.
- 2<sup>nd</sup> Offense** – Parents will be called and the student will be placed in ISS for five full days. Vaping devices will be taken and will not be returned. Three hours of after school detention will be assigned. A Civil Citation will be issued.
- 3<sup>rd</sup> Offense** – Parents will be called and the student will be placed in ESC for five full days. Five hours of after school detention will be assigned. A Civil Citation will be issued.
4. **Cursing/using abusive language** - towards an employee or student will result in 5 days in ISS on the first offense. This also includes profane outbursts that are a result of correction or instruction by an employee. A second offense will result in an additional assignment in ISS. Recurrent use of abusive language may result in ESC placement.
5. **Students refusing to do or turn in assignments** – These students will be assigned “working” lunch and their rotation period will be used to complete assignments. Students will continue to have a working lunch and forfeit rotation until the assignment(s) is completed. All completed assignments will be given to the appropriate teacher. The student will be given partial credit for the assignment, (10 pts off for each day late) unless otherwise determined by the teacher or administration.
6. **When a student is sent to ISS for the fifth time he or she may be sent to ESC for an extended placement.** - Upon returning, if he/she is sent to ISS again, he/she may be placed at ESC for the remainder of the school year. *Note: one infraction resulting in multiple days of ISS only counts as one time in ISS.*  
**Students removed from the classroom –**
- a. First time removed from class will result in the remainder of that day and the next in ISS, and the parent will be contacted
  - b. 2<sup>nd</sup> offense – 3 days in ISS and contact parent
  - c. 3<sup>rd</sup> offense – 5 days in ISS and conference with parent
  - d. 4<sup>th</sup> offense – 5 days at ESC and conference with parent
  - e. 5<sup>th</sup> offense – extended placement at ESC
7. **Public displays of affection** - will result in a call home to parent/guardian and one day of ASD for both students on the first offense. They will serve their time on separate days. The number of days will increase with the number of offenses.
8. **When a teacher asks a student to leave his/her classroom due to a disruption** – the student will be assigned to ISS for the remainder of the class period. After an investigation of the incident is completed, additional consequences may be assigned. For example, arguing with the teacher, using inappropriate language or showing verbal or facial disrespect will result in ISS.

### Extended Service Center (ESC)

An alternative education program for middle school students with chronic behavior problems, endangering behaviors, or zero tolerance offenses is an additional service option offered by the Johnson County School System. This program is housed at the bottom of the hill on Fairground Lane. Students are not allowed to attend any school function (including ballgames and dances) or be on the school premises at all while assigned to ESC.

### **Zero Tolerance Offenses Johnson County Board of Education Policy 6.309**

In order to ensure a safe and secure learning environment, the following offenses will not be tolerated. From School Board Policy:

“In order to ensure a safe and secure learning environment, the following offenses shall not be tolerated:

1. Bringing to school or being in unauthorized possession of a firearm on school property;
2. Unlawful possession of any drug, including any controlled substance, controlled substance analogue, or legend drug on school grounds or at a school-sponsored events
3. Use, possession, sale, or distribution of drug paraphernalia, including, but not limited to, vape pens/products used with or associated with evidence of THC and/or CBD products; and
4. Aggravated assault or assault that results in bodily injury upon any teacher, principal, administrator, any other employee of the school, or school resource officer.
5. Threats of mass violence on school property or at a school-related activity.

Committing any of these offenses shall result in a student being expelled from the regular school program for at least one (1) calendar year unless modified by the Director of Schools. Modification of the length of time shall be granted on a case-by-case basis. Students that commit zero tolerance offenses may be assigned to an alternative school or program at the discretion of the Director of Schools.

When it is determined that a student has violated this policy, the principal shall notify the student’s parent(s)/guardian(s) and the criminal justice or juvenile delinquency system as required by law.”

### **Interrogations and Searches Johnson County Board of Education Policy 6.303**

In order to ensure a safe and secure learning environment, JCMS enforces Policy 6.303.

### **Reporting Child Abuse Johnson County Board of Education Policy 6.409**

Julianna Cole is designated as the Child Abuse Coordinator. Mrs. Keesha Rhudy will serve as the Alternate Child Abuse Coordinator.

# Parent/Student/Teacher Agreement Form

A copy of the Johnson County Middle School Handbook has been placed on the JCMS school page of the Johnson County School's Website.

If you need a paper copy of this document, please check below or contact Ms. Atwood at JCMS. 423.727.2600

\_\_\_\_\_ Please send me a paper copy of the student handbook.

***Please read, sign, and return to your child's homeroom teacher.***

I agree that I have had the rules and regulations in this handbook explained to me, and that I have asked and received answers to any questions I may have. I agree that my success as a student at JCMS depends upon my abiding by these rules and regulations; therefore, I will do my best to abide by these rules and regulations and approach my time at JCMS as a valuable learning experience. I understand the consequences of any rule violation, and I also realize that any rule or regulation in this handbook may be subject to administrative decisions, which are made in the best interest of all students at Johnson County Middle School.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

As the parent or legal guardian of the above student, I agree that I have read this document either online or I have requested a paper copy. I understand the rules and regulations in place at the Johnson County Middle School. I understand these rules are in accordance with state and local policies regarding student actions and behavior.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

The rules, regulations, and consequences contained in this handbook were explained to the student named above.

\_\_\_\_\_  
Homeroom Teacher Signature

\_\_\_\_\_  
Date