
Jacksonville Commons Middle School

AVID

National
Demonstration
School



PARENT & STUDENT HANDBOOK

2024 - 2025

Table of Contents

Message from the Admin Team	4	Grading	25
JCMS School Information	5	Hall Passes	25
School Calendar	6	Homework	25
AVID	7	Immunizations	25
WICOR.....	8	Inclement Weather.....	26
Costa’s Levels of Thinking	9	Illness/Sickness.....	26
The Five Phases of the Focused Note-Taking Process.....	10	In School Suspension (ISS)	26
JCMS PBIS.....	11	Insurance (medical)	26
Academic Dishonesty.....	12	Interim Reports/Progress Reports	26
Accidents.....	12	Internet.....	26
After School Activities.....	12	Locker Room (gym).....	27
After School Detention (ASD)	12	Loitering/Trespassing.....	27
Announcements.....	12	Lost & Found	27
AI (Artificial Intelligence)	13	Lunch/Meals.....	27
Arrival.....	13	Media Center	28
Assessment/Testing	13	Medication	28
Athletics	14	Moment of Silence.....	28
Attendance	15	Onslow County Learning Center	28
Bicycles.....	16	Out of School Suspension (OSS).....	28
Bomb, Weapon, Biological or Chemical Threats	16	Physical Education.....	29
Bookbags.....	16	Pictures.....	29
Breakfast.....	16	Principal’s List/Honor Roll.....	29
Bullying/Harassment.....	17	Profanity/Disrespect	29
Buses.....	17	Promotion/Retention Standards.....	29
Cell Phones and Electronics.....	19	Parent Volunteers.....	29
Computers	19	Report Cards	30
Checks/Personal Checks	18	Safety.....	30
Check In & Check Out.....	20	Student and Parent Grievance Procedure.....	30
Clubs, Programs & Student Groups	21	Student Email and Microsoft Office 365.....	30
Communicable Diseases	22	Student Services: Counselor/Nurse/ Social Worker	30
Communication with Administration.....	22	Tardy Policy	31
Communication with Teachers/Conferences	22	Title IX.....	31
Curriculum.....	22	Tobacco Policy	31
Deliveries: Food/Flowers/Balloons	22	Valuables.....	31
Disobedience/Insubordination/Failure to Comply	22	Vandalism or Theft.....	31
Disorderly Conduct	22		
Dismissal	23		
Dress Code	23		
Drills.....	24		
Drugs, Alcohol & Weapons	24		
Family Educational Rights & Privacy Act (FERPA)	24		
Fees	24		
Field Trips.....	24		
Fighting/Videotaping a Fight/Horseplay	24		
Fire Drills.....	25		
Gambling.....	25		

Message from the Admin Team

Welcome to the 2024-2025 school year!

We are excited – and we are thankful – to be a part of your child’s middle school experience. We look forward to working together to make this a great school year for your child.

JCMS is proud to be a National AVID Demonstration School. AVID Demonstration Schools are exemplary models of the AVID College Readiness System that demonstrate the very best AVID strategies and methodologies in both the AVID Elective and schoolwide college readiness practices. The AVID College and Career Readiness Framework (CCR) is designed to increase equity and access to what students need to successfully engage in a future of possibility. In keeping with the JCMS commitment to providing every student with an excellent middle school experience, the CCR certification is implemented in every classroom, with every student.

JCMS receives funding from the federal education program, Title 1. The purpose of Title 1 is to ensure all children have the opportunity to have a high quality education. Funds are provided to JCMS based on the percentage of students who qualify for free/reduced price lunch. The JCMS Title 1 budget for the upcoming school year is projected to be \$314,000. For details on the budget and to provide input, scan this code.



JCMS team of educators are all committed to helping your child:

- learn to navigate obstacles,
- develop resilience,
- enhance critical thinking and decision-making,
- and seize opportunities to develop knowledge and skills that will prepare him/her not just for high school – but for life.

With that in mind, the JCMS Student Handbook has been produced to ensure you have ready access to the school calendar, school procedures and expectations, behavior guidelines, and other useful information. Each item was thoughtfully created to ensure that all students learn in a safe, nurturing, and motivating environment with clear, consistent expectations. We look forward to many opportunities to make this a great year for your family.

The JCMS Admin Team

Deborah Hoffman, EdS

Ellice Oeser

Ashley Williams

Toni Williams

JCMS School Information

School Hours ▪ Schedule ▪ Office Staff

Arrival

- 7:00 Doors open
- 7:00 – 7:35 Breakfast
- 7:35 Tardy bell rings
- 7:40 First period instruction begins

Dismissal

- 2:40 Car riders & walkers
- 2:45 Bus riders

Office Hours

7:00 a.m. – 3:30 p.m.

Address & Phone Numbers

315 Commons Drive • Jacksonville, NC 28546

Office: 910/346-6888

Fax: 910/938-1682

Administrative Team

Deborah Hoffman, EdS, Principal
Ellice Oeser, Assistant Principal
Ashley Williams, Assistant Principal
Toni Williams, Assistant Principal



Rochelle Hilton, Secretary/Treasurer
Holly Roach, Data Manager
Jenifer Williams, School Counselor
Crissie Brown, Media Coordinator
Lekeshia James, Receptionist

School Calendar

TRADITIONAL MIDDLE SCHOOL	Onslow County Schools 2024-2025 School Year Calendar TRADITIONAL MIDDLE SCHOOL	TRADITIONAL MIDDLE SCHOOL
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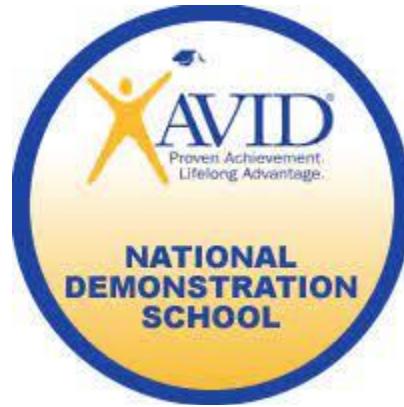
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Holiday (H) - No school for students and all staff.
Teacher Workday (W) - No school for students.
Leave Day (L) - No school for students and 10-month staff.
Professional Development Day (Prof Dev Day) (PD) - 3-hour early release for students with professional development for staff.

Legend	
*	First Day for Students
H	Holiday
W	Teacher Workday
L	Leave Day
PD	Prof Dev Day
E	Exams
**	Last Day for Students
I	Interim Reports
G	End Grading Period
R	Report Cards

	Interim Reports	Interim Reports	Grading Period	Report Cards
Grading Period 1	9/16/2024	10/7/2024	10/29/2024	11/5/2024
Grading Period 2	11/20/2024	12/16/2024	1/17/2025	1/29/2025
Grading Period 3	2/12/2025	3/6/2025	3/27/2025	4/3/2025
Grading Period 4	4/25/2025	5/15/2025	6/6/2025	

Make-up days may be Teacher Workdays or Leave Days.
 Additional make-up days to be determined as needed.



AVID

The mission of AVID is to close the achievement gap by preparing all students for college readiness and success in a global society. AVID, Advancement via Individual Determination, is an in-school academic support program that prepares students for college eligibility, career readiness, and lifelong success.

Middle School AVID

At JCMS, AVID teaching methodologies are incorporated into the content levels and classroom expectations across all curricular departments, resulting in a consistent, schoolwide, college-going, career-ready culture.

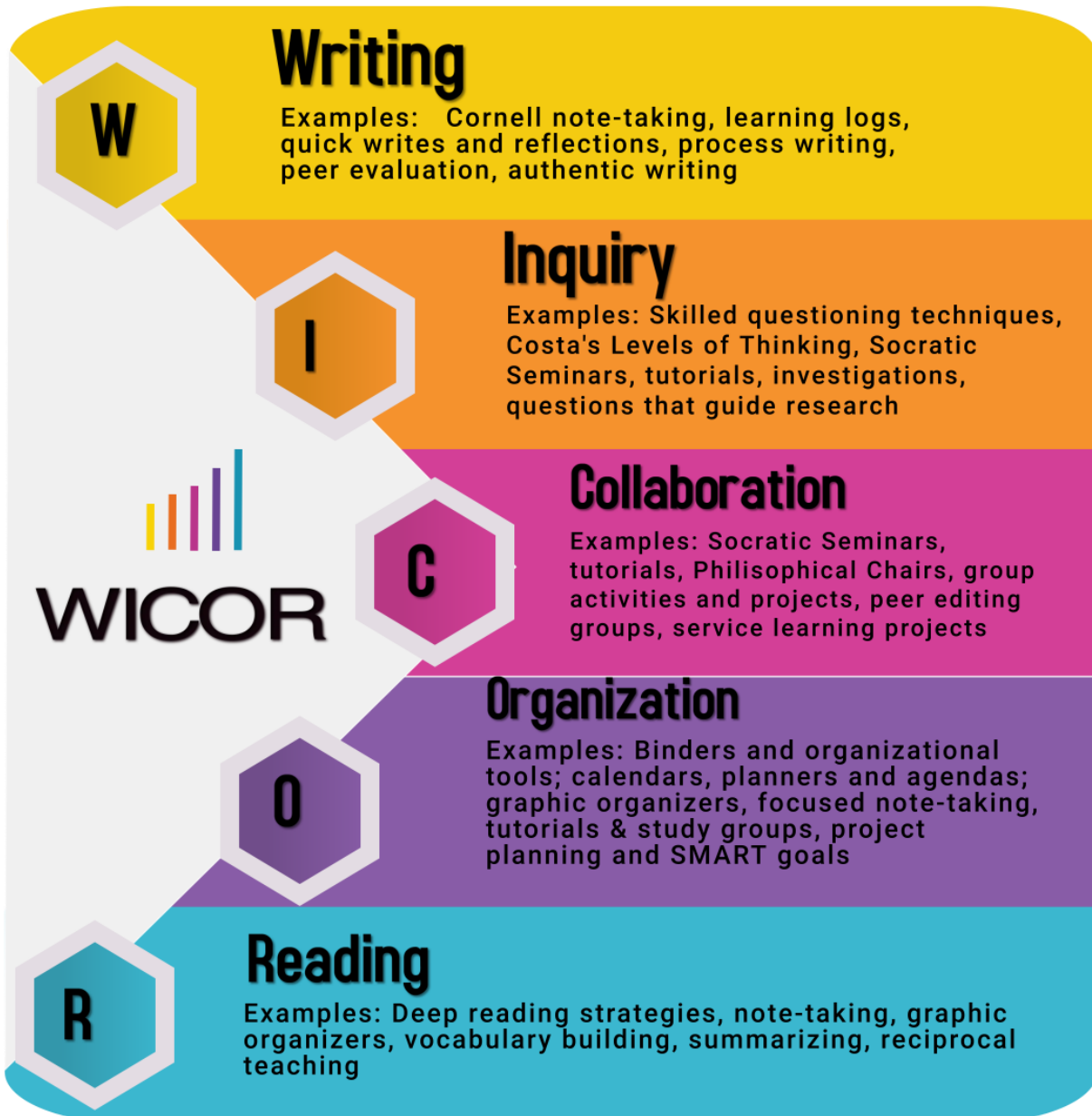
The AVID Elective

The core component is the AVID Elective, which supports students as they tackle the most rigorous classes. AVID elective teachers use WICOR strategies to focus their students on writing, inquiry, collaboration organization and reading. For one period a day, AVID students learn organizational and study skills, work on critical thinking and asking probing questions, get academic help from peers and college tutors, and participate in enrichment and motivational activities that make college seem attainable. Furthermore, AVID students become academically successful leaders and role models for other students.

All Means All

The JCMS schedule provides opportunities for every student in every grade level and in every class to engage in an AVID period throughout the week. The AVID period is paired with homeroom (directly after the first core class). As a nationally recognized AVID Demonstration School, when we say “all students” we really mean ALL students!

WICOR



Costa's Levels of Thinking

To better understand the content being presented in any subject area, it is essential to learn to think critically and to ask higher levels of questions. By asking higher levels of questions, you deepen your knowledge and create connections to the material being presented.

Critical Thinking: Levels of Questioning

	Category	Definition	Trigger Words/Phrases
LEVEL 3	Evaluation	Make a judgment of good/bad, right/wrong, effective/ineffective and support that judgment	Judge, evaluate, support position, decide, prioritize, compare and contrast in order to choose, critique
	Synthesis	Solve a problem that requires original, perceptive, or creative thinking	Compose, design, invent, create, construct, predict, imagine, write/produce an original...
LEVEL 2	Analysis	Solve a problem using knowledge of how the parts relate to the whole	Classify, compare, contrast, debate, draw conclusions, infer, deduce, investigate
	Application	Transfer information learned from one situation to another	Demonstrate, make, use map or chart to..., build, draw, discuss
LEVEL 1	Comprehension	Paraphrase or summarize	Restate, give examples, explain, describe, trace, interpret, translate, edit, measure
	Knowledge	Recall or recognize information	Recite, tell, list, memorize, define, identify, locate, select the correct..., match



The 5 Phases of the Focused Note-Taking Process



JCMS PBIS

“Positive Behavior Interventions & Supports”

What is PBIS?

Positive Behavior Intervention and Support (PBIS) is a decision-making framework that guides selection, integration, and implementation of the best evidence based academic and behavioral practices for improving important academic and behavioral outcomes for all students. PBIS helps parents and school staff create and maintain a safe, supportive learning environment, promote positive life skills, and reduce negative behaviors so that all children can succeed in school. The framework addresses both individual behavior and environmental factors and focuses on skill building rather than punishment. In addition, PBIS addresses bullying prevention, social skills development, resilience building, and discipline.

One of the most significant advances in school-wide discipline is the emphasis on school-wide systems of support that include proactive strategies for defining, teaching, and supporting appropriate student behaviors to create positive school environments. A continuum of positive behavior supports for all students within a school are implemented in areas including the classroom, cafeteria, the gymnasium, school buses, hallways, restrooms, sidewalks, and other common areas.

Why do we use PBIS?

In the past, school-wide discipline has focused mainly on reacting to specific student misbehavior by implementing punishment-based strategies including reprimands, loss of privileges, office referrals, suspensions, and expulsions. Research has shown that the implementation of punishment, especially when it is used inconsistently and in the absence of other positive strategies is ineffective. Introducing, modeling, and reinforcing positive social behavior is an important step of a student's educational experience. Teaching behavioral expectations and rewarding students for following them is a much more positive approach than waiting for misbehavior to occur before responding. The purpose of PBIS is to establish a climate in which appropriate behavior is the norm.

PBIS & AVID

Throughout each school day, JCMS students and staff participate in activities that blend AVID and PBIS to continue to positively impact school culture.

JCMS School Policies 2024-2025

ACADEMIC DISHONESTY

[OCS BOE Policy 4302/4310] Academic dishonesty includes cheating and plagiarism. Cheating is defined as the giving or receiving of unauthorized aid. Plagiarism is defined as taking and using the ideas or writings of another as one's own. Cheating and plagiarizing are serious offenses.

AI tools may be used for brainstorming or preliminary research, but using AI to generate answers or complete assignments without proper citation or submitting AI-generated content as one's own work is considered plagiarism.

Consequences for engaging in academic dishonesty will be provided in accordance with the School Plan for Management of Student Behavior (Board Policy 4302). Students who engage in academic dishonesty may be given an alternative assignment, but for repeated offenses, students may simply receive a zero (0) for the assignment.

Academic dishonesty could also disqualify a student for membership in academic-based clubs and student groups (ie: National Jr. Honor Society).

ACCIDENTS

When an accident occurs during the school day, the following procedures will be followed:

1. The accident must immediately be reported to the nearest teacher or staff member.

2. The accident will then be reported to an administrator or school nurse.
3. If medical attention is needed, the student's parents will be notified.
4. Jacksonville Commons Middle School assumes no responsibility for any medical expenses incurred.

AFTER SCHOOL ACTIVITIES

[OCS BOE Policy 3620] Students must be picked up promptly following afterschool events. Sporting event times will be announced. Students must display appropriate behavior and dress while attending all after-school activities, whether on or off campus. Failure to comply with these guidelines will result in the student losing his/her privilege to attend future events and may result in disciplinary action. Students must be counted present for the day of the event to participate in an extracurricular activity for that day. Depending on the schedule of individual teachers – and with written parent permission – additional academic assistance and/or tutoring may be offered to students after school. Transportation will not be provided for after school tutorials.

AFTER SCHOOL DETENTION (ASD)

[OCS BOE Policy 4356]

- Students may be assigned after school detention as a consequence for behavior infractions.
- ASD begins immediately after dismissal and ends at 4:15
- In order to allow parents time to arrange transportation and other schedules, teachers will notify the parent of detention at least 24 hours in advance.
- If a student misses a teacher-assigned detention, the teacher will contact the parent/guardian and reassign the detention.

Missing the make-up detention may result in an office referral.

AI (ARTIFICIAL INTELLIGENCE)

- While AI tools can be useful for completing assignments, rewriting text, solving problems, writing music or code, etc. it is important to use them responsibly and ethically.
- The following are some guidelines for what not to do when using AI in your assignments and for plagiarism detection:

DO:

- Use AI programs as smart search engines that present information in ways that are easy to read and understand.
- Ask AI programs for clarification or explanations when you need help.
- Use AI tools as a supplement rather than a replacement for your own work.
- Generate ideas, topics, and writing prompts using AI programs.
- Be transparent: attribute AI text and images properly when you use them in your own work.

DO NOT:

- Use AI tools to plagiarize*. Using AI to generate or modify content to evade plagiarism detection is unethical and violates academic integrity.
- Use AI programs to avoid doing your own work.
- Copy text or images from AI programs without proper attribution.
- Use AI text or images without fact-checking and exploring potential plagiarism issues.
- Use AI when your teacher expressly forbids it.

Notes:

- Students should be cautious about sharing personal data with AI bots, as well as using them to invade others' privacy.

- AI programs can have implicit bias, and even present incorrect information. Anytime a student uses an AI program, they should think critically and fact-check using primary sources.
- Teachers reserve the right to use various plagiarism checking tools in evaluating a student's work, including those screening for AI-generated content, and may impose consequences accordingly.

*Please see the academic dishonesty/plagiarism policy

ANNOUNCEMENTS

Announcements will be made during the homeroom block which is immediately after the 1st core instructional class.

ARRIVAL

7:00	Doors open for students
7:00 – 7:35	Breakfast
7:35	Tardy bell rings
7:40	First period instruction begins

Notes:

- JCMS staff begin supervision at 7:00. Students who arrive before 7:00 are not supervised and JCMS will not assume responsibility for their behavior.
- Students not seated in class at 7:35 are missing instruction.

ASSESSMENTS/TESTING

Students in all courses will take a variety of formative and summative assessments. Formative assessments may include, but are not limited to, completion of assigned classwork, quizzes, benchmark assessments, involvement in classroom discussion and activities. There will be benchmark assessments during the year using an administrative-approved program that will provide specific information about objectives mastered. Summative assessments will occur at the end of units and may be in the form of student-developed projects, tests, written reports, or presentations.

- The End-of-Grade Reading and Math tests are administered to all students at the end of the school year. (20% of Final Grade)
- The End-of- Grade Science test is administered to all 8th grade students at the end of the school year. (20% of Final Grade)
- The End-of-Course Math I test is administered to students enrolled in Math I upon completion of the course. 8th grade students enrolled in a Math I course DO NOT have to take the End-Of-Grade test for Math. (25% of Final Grade)

ATHLETICS

[OCS BOE Policy 3620] Seventh and eighth graders are eligible to participate in Onslow County’s middle school athletic programs if they meet the requirements established by the North Carolina Department of Public Instruction, the Division of School Athletics, and the Onslow County Middle School Conference.

A student must be in the seventh or eighth grade and meet local and state promotion guidelines. If an athlete is “academically eligible” or “academically ineligible” at the beginning of any semester, that status is retained throughout the full semester. A student/ athlete has four semesters of athletic eligibility once he/ she first enters the seventh grade. Academic requirements for fall semester sports are based on his/ her previous semester grades. Spring semester academic requirements are based on the fall semester grades for the current school year. Specifically, students must earn a passing grade in a minimum of three core classes (ELA, math, science, social studies) and one Encore class based on the previous semester’s grades. Student/ Athletes must have been in attendance at least 85% of the previous semester. A student, who becomes 15 years of age on or before August 31, is not eligible for middle school athletics. Student athletes are to maintain passing grades in their current classes to play in games. Students must maintain passing grades during the season to play in games.

When determining athletic eligibility, any absences from the previous semester verified to be excused/lawful by the student’s school will not be considered. Students will forfeit athletic eligibility when unlawful/unexcused absences, out-of- school suspensions, or any combination of unlawful/unexcused absences and out-of-school suspensions during the previous semester exceed ten (10) days. No process will exist to request a waiver of unexcused/unlawful absences or out-of-school suspensions.

Note: An athlete becomes eligible or ineligible on the first day of the new semester. All athletes must turn a physical examination form and a Student-Athlete Participation Contract into the coach/Athletic Director prior to trying out for a team. Physical forms remain current for one calendar year.

Jacksonville Commons Middle School has the following athletic teams.

Fall Sports	Spring Sports
Football	Soccer (boys)
Cheerleading	Cheerleading
Softball (girls)	Volleyball (girls)
Soccer (girls)	Baseball (boys)
Wrestling	Track (boys/girls)
Basketball (boys/girls)	

Students who are absent from school may not participate in that day’s athletic event or practice. Students must be in attendance at least ½ the school day to be eligible to practice, take part in team activity, or participate in an athletic event on that day. Exceptions should be approved in advance by the Athletic Director or a school administrator.

Athletes who receive ISS or OSS are not permitted to participate in a game and/or practice during the suspension time. Removal from the team is at the coach’s discretion. (**Athletic Code of Conduct will be given to each student that makes a team.) More than one

incident of ISS or OSS during an athletic season will result in removal from the team.

Student athletes represent the school when in uniform or traveling as a group. Athletes are expected to respect and pride for themselves, our school, and opposing teams at all times.

Any athlete who is removed from a team for any reason cannot rejoin that team. Athletes failing to complete the entire season due to disciplinary issues or failure to attend games/events will not be recognized as having completed the season. Student athletes are students first and are expected to maintain good grades during athletic seasons.

ATTENDANCE [OCS BOE Policy 4400/G.S. 115C-378 & 380]

1. Students with more than 20 absences (10 within the first ninety days and 10 within the last ninety days) in a school year shall not be promoted to the next grade except by determination of the principal/designee upon careful review of the student's record.
2. When total absences (lawful and unlawful) exceed 10 days per semester, further documentation will be required (doctor's statement, court documentation, etc.)
3. Make-up work shall be assigned by the student's teacher as deemed appropriate. All make-up work shall be completed within a reasonable amount of time as determined by the student's teacher.
4. Students are expected to be in class and fully participating in instruction throughout the school day. Excessive tardiness and/or early checkouts will be referred to the appropriate authorities and will also be considered by the principal when making a promotion determination.
5. Regular attendance by every student is mandatory: the State of North Carolina (G.S. 115C-378) requires every student between the ages of seven and 16 years

to attend school. Any parent, guardian, or other person violating the provisions of the Compulsory Attendance Law is guilty of a class 1 misdemeanor (G.S. 115C-3801).

On the day returning after an absence, a note must be given to the student's homeroom teacher or data manager that includes the following information: dates of absences, reason for absence, and parent signature.

Absences will be considered excused for the following reasons:

1. Personal illness or injury
2. Death of an immediate family member
3. Quarantine
4. Educational opportunity (Approval from the principal required at least 5 days in advance)
5. Medical or dental appointments
6. Court or administrative proceedings
7. Religious observances

Students arriving after 10:50 or checking out before 10:51 will be counted absent for that school day.

Students will be permitted to make up all missed work and tests when absent or suspended; however, it is student's responsibility to arrange a reasonable schedule with the teacher for turning in missed assignments.

The following school-related activities will not be counted as an absence from either class or school:

- Field trips sponsored by the school
- Athletic events requiring early dismissal from school
- In-school-suspension

Excessive absences: The principal/designee will notify parents and take all steps required by state law G.S. 115C-378 for excessive absences, including involving the school social worker for family support.

Parents will receive a letter from the school when their child has three, six and 10 unexcused absences. When a student has accumulated 10 absences in a semester, the principal or designee will conduct an investigation to determine if the parent or guardian has made a good faith effort to comply with the law.

Dependent upon the outcome of the investigation, the principal or designee may take further action in accordance with state law.

A student whose parent or legal guardian (a) is an active duty member of the uniformed services as defined by policy 4050, Children of Military Families, and (b) has been called to duty for, is on leave from, or has immediately returned from deployment to a combat zone or a combat support posting will be granted additional absences as the discretion of the Superintendent or designee to visit with his or her parent or legal guardian.

Five days prior to the absences, the parent or legal guardian must present to the school principal a written statement requesting the absences be lawful. The principal shall use his/her discretion on the reasonable number of days the student may be excused from school.

In the case of absences due to out-of-school suspensions (OSS), the student will be permitted to make up all missed work and tests. It is the student's responsibility to arrange a reasonable schedule with the teacher for turning in missed assignments.

Perfect Attendance: Unless superseded by the Onslow County Board of Education Policy, Perfect Attendance certificates will be issued only to those students who have been in school every day – and has no tardies or early check outs.

BICYCLES

Riding a bicycle to school is a privilege and students are expected to ride in a safe and responsible manner. Wearing a helmet is highly recommended. Bicycles should be chained and locked to bicycle racks.

Upon arrival on campus grounds, students should push their bicycle (not ride) to the bike rack. When leaving school, students should push their bikes to the edge of campus before mounting to ride. This process will help avoid bicycle collisions with vehicles or pedestrians.

Jacksonville Commons Middle School will not assume responsibility for lost, stolen, or damaged bicycles.

BOMB, WEAPON, BIOLOGICAL OR CHEMICAL THREATS

[OCS BOE Policy 4333] According to Onslow County School Board Policy 4333, "The board will not tolerate the presence of weapons or destructive devices, bomb, biological, or chemical/ biological threats or actions that constitute a clear threat to the safety of students and employees."

Additionally, Policy 4333 notes: "Students are prohibited from making, aiding, and/or abetting in making a bomb threat or perpetrating a bomb hoax against school district property by making a false report that a device designed to cause damage or destruction by explosion, blasting or burning is located on school property." This includes the presence, use, or threat of any biological or chemical substance, instrument, or artifact. Offenses may result in a 365-day suspension, assignment to Onslow County Learning Center, and legal action.

BOOK BAGS

Students are expected to carry supplies in their bookbags. A bookbag with a padded compartment for the student's laptop is recommended.

BREAKFAST

Breakfast is available each morning. Students eating breakfast will report directly to the cafeteria to get it before going to homeroom. Breakfast in the mornings will be eaten in homeroom and not in the cafeteria. Students who are not purchasing breakfast must report directly to their first period class.

BULLYING/HARRASSMENT

[OCS BOE Policy 1710/4021/7230, 1736/4036/7236 & 4331 / NC G.S. 115C-407] harassment and bullying are defined by Board policy as “any pattern of gestures or written, electronic or verbal communications, or any physical act or any threatening communication that:

- Places a student in actual and reasonable fear of harm to his or her person or damage to his or her property or
- Creates or has the potential to create a hostile environment by substantially interfering with or impairing a student’s educational performance, opportunities, or benefit.

“Hostile environment” means that the victim subjectively views the conduct as harassment or bullying and that the conduct is objectively severe or pervasive enough that a reasonable person would agree that it is harassment or bullying. Harassment, bullying or cyberbullying may include, but are not limited to the following – and may be made verbally, in writing, via electronic message (text message, Tweet, post to a social media site or discussion board, etc.):

- Derogatory, demeaning, intimidating, or defaming statements and/or gestures to or about a student.
- Intentional emotional harm to a student by exclusion and/or isolation
- Hostile comments about another student’s race, religion, disability, ethnicity, gender, and/or sexual orientation for the purpose of causing them to feel disliked or humiliated.
- Unwelcome and uninvited physical contact or threats of physical contact that demean or offend the victim and result in a hostile environment for the victim.

Reporting & Complaint Investigation

Procedures: Bullying and/harassment reporting forms for teachers, parents, and students are

available in the front office and on the school’s webpage.

Students, parents, volunteers, and/or visitors are encouraged to submit any complaints of discrimination or harassment, other than sexual harassment, through the grievance procedure established in policy 1740/4010, Student and Parent Grievance Procedure. Reports may be made anonymously, and all reports shall be investigated in accordance with policy. All incidents will be investigated, and violations may result in out-of-school suspension. For further clarification, please refer to Onslow County Schools PROHIBITION AGAINST DISCRIMINATION, BULLYING, AND HARASSMENT OCS Board of Education Policies 1710/4021/7230.

BUSES [OCS BOE Policy 4317]

Because the safety of our students is a top priority, it is imperative that all parents and students review the Onslow County Schools’ Student Discipline Policies and School Bus Safety Regulations Handbook. Of particular importance are School Bus Safety Student Conduct Rules and Misconduct on a School Vehicle. These policies will be enforced with parents and students receiving notification of consequences based on severity of violations and prior rule infractions.

The following rules have been established by the transportation department of Onslow County Schools and must be observed for the safety of all bus students.



1. The students must obey the driver’s directions promptly.
2. Noise on the bus shall be kept to a minimum.
3. No distracting or disruptive behavior while the vehicle is in operation.
4. Passengers should go directly to their seats and remain seated, facing forward until the bus comes to a complete stop at the unloading area and the driver has opened the front door.

5. Eating, drinking, chewing gum, and littering are prohibited on the school bus.
6. Use of electronics (cell phones) is permitted with headphones/ear buds after a student is seated on the bus -- but is prohibited while the student is boarding or exiting the bus.
7. Hands, legs, feet, bookbags, musical instruments, and other possessions must be kept out of the aisle at all times.
8. Profanity, rude comments, and/or yelling on the bus or out of the window will not be tolerated.
9. Parents are responsible for any damage done to the bus by their children (ie: poking a hole in the seat, writing on the seat).
10. Students must have written permission approved through the office in order to get off the bus at any stop other than the regular stop.
11. Large objects can obscure the driver's view of the road and bus passengers. Therefore, no large objects such as posters, school projects, large musical instruments, flowers, balloons, or bags may be carried on the bus.
12. Students may ride only the bus to which they are assigned. Students are expected to follow the directions of the bus driver. Routinely, bus suspensions are used as consequences for bus infractions; however, parents will be given an opportunity to help correct minor issues in lieu of bus suspensions for the first offense.

Graphic: Tiered Bus Policy

JCMS Tiered Bus Policy

Revised & Published: March 17, 2024

Tier 1


**ADMIN
CONFERENCE
WITH STUDENT**

- Admin review policy with student after an official bus referral has been turned in
- Parents receive a copy of the bus referral via the student

Tier 2

**ADMIN
CONFERENCE
WITH PARENT**

- After the 3rd student conference, admin will phone the parent to inform that a subsequent referral will result in a **bus suspension**



Tier 3


**BUS
SUSPENSION**

- 1st Suspension:** 3 days
- 2nd Suspension:** 5 days
- 3rd Suspension:** 10 days
- 4th Suspension:** Remainder of the School Year


NOTE

**REVIEW &
POTENTIAL
ADDITIONAL ACTION**

Bus violations are subject to review based on the level of the offense and may result in further disciplinary action aligned with the JCMS Parent & Student Handbook, OCS Boar Policy, and the OCS Student Code of Conduct.



Policy



**OCS BOARD
POLICY
CODE: 4317**

"...school transportation service is a privilege, not a right. Students at all times . . . shall observe the directives of the school bus driver."

CELL PHONES & ELECTRONICS

[OCS BOE Policy 3226/4205 and 3225/7320 and NC G.S. 14-458.1]

JCMS recognizes the prevalence of cell phones in today's society. Students are permitted to bring their cell phone to school, but phones will be turned off and secured in their bookbags during school hours.

Graphic: Tiered Cell Phone Policy

JCMS Tiered Cell Phone Policy
Revised & Published: March 17, 2024, Revised July 2024

01 TEACHER CONFERENCE WITH STUDENT

- Teacher review policy with student
- Teacher document conference as a "minor" in Ed/Handbook

02 TEACHER CONFERENCE WITH PARENT

- Teacher conference with parent
- Teacher document conference as a "minor" in Ed/Handbook, documenting the parent contact

03 ADMIN CONFERENCE WITH STUDENT & PARENT

- Teacher will document a 3rd offense as an "office referral" in Ed/Handbook
- Admin will conference with student and parent, reviewing next steps should another incident occurs

04 OUT OF SCHOOL SUSPENSION

- Teacher will document a 4th or subsequent offense as an "office referral" in Ed/Handbook
- The 4th and all subsequent offenses may each result in one day out-of-school suspension

Policy

QR Code: OCS BOARD POLICY CODE: 4318

"... students are permitted to possess such devices on school property so long as the devices are not activated, used, displayed, or visible during the instructional day or as otherwise directed by school rules or school personnel."

Any student involved in using a cell phone or other device to videotape a violation of school policy (ie: a fight), using a video to create a disruption among the student body, and/or circulating the contents to others through WhatsApp, Instagram, Kik, Tumblr, Snap Chat, Facebook Live, Twitter, TikTok, or any other social media or media-sharing outlet will be subject to disciplinary action that may include out of school suspension.

COMPUTERS, Student Laptops

Required: OCS 1:1 fee

[OCS BOE Policy 3225/7320; 3220; 3226/4305; 3230/7330; 6523]

As part of the Onslow County Schools 1:1 Technology Initiative, all JCMS students will be assigned a laptop and a charger to be used for academic purposes.

Students usually take their devices home each evening to complete assignments, study and practice. Chargers should be left at home and to charge laptops nightly. Most laptops can hold a charge all day when students charge them at night. It is essential that parents/guardians help ensure that students take care of the equipment and use it responsibly.

Parents/guardians may be held liable for expenses related to repairing or replacing lost or damaged equipment and accessories. The laptop fee does not cover lost equipment or damage caused by negligence or abuse.

Guidelines & Reminders

- The electronic devices are the property of Onslow County Schools and JCMS and must be returned at the end of the school year (or when a student withdraws, transfers, or otherwise ceases to attend JCMS).
- The school maintains the authority to suspend or revoke technology privileges and internet access. Parents/guardians may be held financially responsible for damaged, lost, or stolen equipment, devices, components, or textbooks.

- The cost of a lost or damaged device with accessories up to \$800.00 for the laptop and \$20.00 for chargers.
- Students should only use the devices for sites and software approved by the school.
- All usage on the devices is monitored by the school and by the district. Usage is governed by OCS Board Policy 3225/7320.
- Parents/guardians and students must sign school technology and digital media documents before equipment can be issued to students.
- Documents include the following agreement:

“As a user of the Onslow County Schools computer network, I have read and hereby agree to comply with Board Policy 3225/7320, Internet in the Educational Program. I further acknowledge that I have no expectation of privacy in the use of any school computer or device; that if I engage in incidental personal use, I will use only my assigned email program to communicate; and that I will not use nor will I attempt to use, access, or query any non-school sanctioned internet email service; search, social networking, blog, bulletin board, or chat service; or web or cloud-based electronic service/website. This agreement will remain in effect until terminated in writing. I understand that any violation of OCS Board Policy 3225/7230, Internet in the Educational Program, shall result in loss of access privileges and may result in disciplinary action. I agree to utilize any district-owned equipment issued to me for the purposes it was intended.”

Throughout the school year, JCMS staff will use Common Sense Media, Character Strong, or Career Technical Education (CTE) lessons designed to address digital citizenship and digital etiquette to promote a safe and engaging learning environment.

CHECKS/PERSONAL CHECKS

Paying for school fees, field trips or any other school cost is best done through School Cash Online. <https://onslow.schoolcashionline.com/>

If parents prefer to pay with a check, it should be made payable to JCMS. Write the student’s name on the memo line and write your telephone number at the top.

There will be a \$25.00 service charge for all returned checks.

CHECK IN & CHECK OUT

Students who arrive after 10:55 a.m. or who check out before 10:56 a.m. will be considered absent for the entire day.

- Only custodial parents/guardians and individuals with prior permission may check students out of school.
- In order to check a student out, a parent must make appropriate contact with the data manager or school administration to designate another person in advance and in writing if they wish to allow another person to check his/her child out.
- The parent/guardian must present a picture ID that will be compared to the child’s demographic file before the child is released. This is a safety procedure and there will be no exceptions. The ID may be requested to be shown through the camera on the front door.
- **Students who need to be checked out must be signed out by a parent or authorized adult in the school office no later than 2:00 p.m.** The last thirty minutes of the school day is very busy. Please help us maintain a strong instructional environment by allowing students to complete their school day.

CLUBS, PROGRAMS & STUDENT GROUPS

[OCS Board Policy 3620] JCMS has multiple after school student groups and activities.

Academic Derby: 6th- 8th grade students selected to compete in matches against students from other middle schools from Onslow County.

All-County Band: Students enrolled in band will have the opportunity to try out for this honor of performing with other talented band students across the county. Students selected to the All-County Band will participate and perform in a two-day clinic.

All-County Chorus: Students enrolled in chorus will have the opportunity to try out for this honor of performing with other talented choral students across the county. Students selected to the All-County Chorus will participate and perform in a two-day clinic.

All-County Orchestra: Students enrolled in orchestra will have the opportunity to try out for this honor of performing with other talented orchestra students across the county. Students selected to the All-County Orchestra will participate and perform in a two-day clinic.

Art Club: Students will apply to be selected to the Art Club and will need to submit examples of their art as part of the application process. Members will explore different aspect of art and art history and will participate in community involvement projects. Students do not need to be enrolled in an art class to participate.

Battle of the Books: 6th, 7th and 8th grade students (who enjoy reading) compete in the spring against other middle school students on their knowledge of selected literature.

Chess Club: 6th, 7th and 8th grade students may audition for a position on the team. The team participates in a chess competition against other middle school teams.

Fellowship of Christian Athletes: 6th, 7th and 8th grade students participate in this national

organization, which, for more than 45 years, has sought to influence, and serve the athletic community.

Flag Team: 6th, 7th and 8th grade students interested in learning protocol for raising and lowering the NC and US flags. Members of the team are responsible for management of the flags each morning and afternoon.

Junior Student to Student (JS2S) 6th, 7th and 8th grade students. Established in 2004, Student 2 Student® (S2S™) is a student program that brings military and civilian students together to welcome new students, create a positive environment, support academic excellence, and ease transitions.

Math Counts: The competition is designed for 6th- 8th grade students. The subject matter includes geometry and algebra. The contests involved with Math Counts emphasize problem-solving skills within traditional middle school mathematics.

MENAC: 6th, 7th and 8th grade students who either apply or are recommended by a teacher or parent. MENAC members participate in activities designed to enhance communication, self-control, self-esteem and decision-making skills. MENAC volunteers are membes of the community. The group is sponsored and led by MENAC, Inc. [<https://menac.org/>]

National Jr. Honor Society: recognizes eligible 7th and 8th grade students based on scholarship, service, and citizenship.

Science Olympiad: This team of 6th, 7th and 8th grade students meets after school and competes against other schools to find the best solutions to scientific challenges.

Step Team: 6th, 7th and 8th grade students interested in learning and performing dance routines. Step Team routines combine footsteps, claps, synchronized movements and spoken words to produce complex rhythms.

Yearbook: consists of 6th, 7th and 8th grade students who have applied to help create the annual yearbook and monthly newsletters for parents, staff and students.

Young Ladies of Quality: 6th, 7th and 8th grade students who either apply or are recommended by a teacher or parent. YLOQ members participate in activities designed to enhance communication, self-control, self-esteem and decision-making skills.

COMMUNICABLE DISEASES

If your child contracts a communicable disease such as chickenpox, measles, pink eye, flu, or COVID, then s/he should remain out of school until after the contagious period of the disease has passed.

If you are in doubt about when your child can safely return to school, please consult your medical professional or the school nurse.

COMMUNICATION WITH ADMINISTRATION

JCMS administration values parents and guardians as an integral part of our team. To contact the principal or either of the assistant principals call the JCMS office: 910/346- 6888.

COMMUNICATION WITH TEACHERS/CONFERENCES

Parents are encouraged to initiate contact and conferences with teachers if they have any questions, comments, or concerns about their child's progress. Parents encouraged to sign up for the teacher's Remind texting app which will provide easy communication to and from the teacher.

CURRICULUM

All students at Jacksonville Commons Middle School will be instructed according to North Carolina state Standards. Students will receive instruction in Language Arts, Mathematics, Science, Social Studies, and Physical Education. Students will also have the opportunity to take elective classes. The elective classes include the following: Art, AVID, Band, Chorus, Orchestra, Music Appreciation, Career and Technical

Education: EY30 (a set of CTE offerings that include business, finance and marketing; career development; computer science/IT; health sciences, and more!), Spanish and PE.

DELIVERIES: FOOD/FLOWERS/BALLOONS

Flowers or balloons delivered during the school day will stay in the office until the end of the school day. Students may not have flowers or balloons in class or on buses. Parents will need to make arrangements to pick up items.

Food delivery services (ie: Uber Eats or GrubHub) are not permitted for students and will not be accepted (they will be refused).

Deliveries by parents will only be given to students during their designated lunch period.

DISOBEDIENCE / INSUBORDINATION / FAILURE TO COMPLY

[OCS BOE Policy 4300, 4310, 4315] All students will follow the reasonable instructions or directions of any JCMS/OCS staff member. Failure to do so will be considered disobedience or insubordination and may result in consequences that include suspension from school.

Students must also correctly identify themselves when asked to do so by any JCMS/OCS staff member. The failure of any student to comply and state his/her full name when asked by a JCMS/OCS staff member may result in consequences that include suspension from school.

DISORDERLY CONDUCT

[OCS BOE Policy 4300, 4310, 4315] NC G.S. 14-288.4 (a)(6) – Disorderly conduct relates directly to the operation of public schools. One violation of this statute occurs if any person “disrupts, disturbs or interferes with the teaching of students at any public or private educational institution or engages in conduct which disturbs the peace, order or discipline at any public or private educational institution or on the grounds adjacent thereto.” Incidents which are in

violation of laws will be reported to law enforcement agencies and charges may be filed.

DISMISSAL

Students will walk to their dismissal area at the end of the school day. Car rider students are dismissed to the circle drive next to Northside High School, walkers exit via the front door closest to the gym, and bus students report to the long loop in the side of the school. All students will walk with their classroom group to their area.

Students who leave their assigned classes too early or with a group that is purposely incorrect (ie: a bus rider leaving when car riders are dismissed) will be considered skipping class and can expect to receive disciplinary consequences.

DRESS CODE

Students are expected to dress appropriately while at school. Adhering to the following policy is important in maintaining a respectful school environment that focuses on learning and safety.

Accessories

- Spiked collars, spiked wristbands, chains (including wallet chains), or other clothing, jewelry, or accessories which could pose a threat to student physical well-being and safety are not permitted. School authorities will confiscate these items.

Coats, Jackets, Sweaters

- Jackets, sweaters, or other cover-ups must be worn over any inappropriate attire for the entire day, including lunch and change of classes.

Footwear

- No pajamas, bedroom shoes, slippers, or shower shoes.
- Shoes must be worn at all times when on campus.

Graphics, Wording or Symbolism

- Profanity and vulgar writing, lettering, symbols, offensive, obscene, or words denoting gang activity are not to be shown or written on clothing, jewelry, book bags, etc.

- Attire signifying gang affiliation is prohibited at school and school events.

Headgear

- Hats, bandanas, headgear, or sunglasses may not be worn inside the school building.
- The hoods on hoodies may not be worn inside the building.

Pants, Skirts, Shorts

- Ripped or torn pants and/or shorts that exposes the upper thigh or undergarments should not be worn unless the student wears leggings, tights or shorts under the exposed area.
- Pants, shorts, or skirts must be worn at the waistline. Undergarments must not show. The length of shorts, skirts, and dresses must be no shorter than finger-tip length.
- If yoga pants, legging or spandex shorts or pants are worn, the shirt should be long enough to completely cover the posterior and hang at least mid-thigh.

Shirts, Blouses, Dresses

- The shoulder width of shirts, blouses, or dresses must completely cover undergarments, and the garment's shoulder must be at least three fingers wide. See-through garments/shirts are not permitted. Students are not permitted to wear spaghetti strap tops/dresses, tube tops, halter tops/dresses, or open back tops/dresses.
- Shirts must either be tucked in or fall below the belt (waistline) far enough so that when bending or reaching above the head the midriff is not exposed. Net shirts, bare midriffs, see-through shirts or revealing attire is not acceptable.
- T-shirts and other garments displaying suggestive and/or advertising/displaying alcoholic beverages, tobacco, or any illegal substances or activities (such as violence or gun-related imagery) are not allowed.

If a student is dressed in a manner that violates the intent of this policy, the student will be required to make the necessary modifications immediately before returning to class, including calling for a change of clothes if necessary.

Students may be required to remain in the office until a change of clothes is delivered. Repeated violations may result in ISS or suspension from school. Administration will make the final decision on the appropriateness of the outfit.

DRILLS

Throughout the school year, school administration will schedule different kinds of safety drills to include Fire Drills (monthly), a Tornado Drill (one time a year), and Lockdown Drills (once per 9 weeks). Tornado and lock down drills are typically announced in the parent newsletter.

DRUGS, ALCOHOL, AND WEAPONS

[OCS BOE Policy 4300, 4325, 4333, 5025, 5027, 7275] Drugs, alcohol, and weapons of any kind are prohibited on any part of the school campus.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

Pursuant to the Family Educational Rights and Privacy Act, the Onslow County Board of Education publishes the following Board of Education policy statement regarding student records: TO ALL PARENTS OF STUDENTS CURRENTLY ATTENDING THE ONSLOW COUNTY SCHOOLS AND ALL STUDENTS CURRENTLY ATTENDING THE UNIT WHO HAVE REACHED THE AGE OF 18: The Family Educational Rights and Privacy Act (FERPA) is a federal law that governs the maintenance of student records.

Under the law, parents of students or eligible students have both the right to inspect records kept by the school about the student and the right to correct inaccuracies in the records. Access to the records by persons other than the parents or the student is limited and generally requires prior consent by the parents of the student. The Onslow County Board of Education has adopted a written policy governing all the rights of parents and students under FERPA.

FEES

The Onslow County Board of Education has passed a policy concerning the payment of school fees. Parents and students who wish to have school fees waived must make a written request to the principal. Students who do not have an approved fee waiver should pay their fees by the end of the first week of school. Fees not paid in middle school may be carried over into the high school.

- Instrumental Music (semester).....\$5.00
- Instrumental Music (year-long).... \$10.00
- Vocal Music (semester).....\$2.50
- Vocal Music (year-long).....\$5.00
- Technology..... \$25.00
- Student Accident Insurance.....varies
- Instructional Supplies\$5.00
- Art (semester).....\$3.50

FIELD TRIPS

Each grade level may take an educational field trip during the school year. Information on the purpose of the trip, the cost, and schedules will be shared with parents in advance. Many of the trips require special bus arrangements and advance ticket purchases. Therefore, we ask that you please adhere to the payment deadlines and due dates. Late payments and/or permission slips may not be accepted.

If you need to make special arrangements or requests, please notify your child's teacher as soon as possible. Parental permission slips will be required for all students who leave campus during the school day for a field trip. Note: Students who fail to adhere to school rules and are assigned ISS or OSS may forfeit the ability to attend a field. Depending on the vendor and mode of field trip transportation, full refunds may not be possible.

FIGHTING / VIDEOTAPING A FIGHT / HORSEPLAY

[OCS BOE Policy 3435, 4315] Any student who engages in a fight, is determined to have provoked a fight, or does not take reasonable steps to prevent a fight will receive a multiple

day suspension depending on the seriousness of the fight and the frequency of aggressive infractions.

Name calling, threats, or using technology to harass, intimidate, embarrass, or provoke may also result in suspension.

The student who physically attacks another individual may be charged with assault and suspended up to 10 days. The second violation of this policy may result in recommendation for long-term suspension.

Acts such as “play fighting”, kick or slap boxing, hitting, “pants-ing”, pushing, neck slapping, or “joking on” another student in a physical manner often leads to accelerated aggression and fighting. Students should refrain from such acts. Acts that lead to fighting, disruption, or other disturbance may be subject to the same consequences as fighting.

FIRE DRILLS

Fire drills are conducted each month during the school year. During fire drills, all students and faculty members must leave the buildings and go to a designated area. Teachers will take attendance and monitor their classes during emergency drills.

GAMBLING

Gambling does not have a place on a school campus. Students are prohibited from gambling for money, items of value or any situation that might put one student beholden to another student. This includes but is not limited to sports betting, games of chance, and card games.

GRADING

[OCS BOE Policy 3400] All grades on report cards will be numerical and based on a 10-point scale. The minimum grade given on the report card will be 40; the highest grade will be 100.

Parents are encouraged to monitor grades on a regular basis through Parent Portal between progress reports and report cards.

HALL PASSES

Students should have hall passes to the correct destination whenever they are in the hallway during class time.

Students found in possession of blank or forged hall passes, or who participate in distribution or other misuse of blank or forged hall passes will be considered to have misappropriated them for the use (future use) to skip class. This may be considered an act of academic dishonesty.

HOMEWORK

Homework assignments are intended to be reinforcements to the lessons learned in the class or as way to let the student utilize skills and knowledge in project-based activities.

Homework will be worth no more than 15% of the total grade per grading period.

Homework expectations and assignments are communicated to the student in a number of ways. It will be displayed in the classroom learning targets, posted on the teacher website and/or Microsoft Teams page.

IMMUNIZATIONS

[OCS BOE Policy 4110] Within 30 calendar days of his or her first enrollment date, each student must show evidence of immunization against tetanus, diphtheria, whooping cough, red measles, German measles (rubella), mumps, Hepatitis B haemophiles influenza (Hib), poliomyelitis, varicella, and any other disease as required by law or regulation.

For students entering the sixth grade, a booster dose of Tdap vaccine is required if five years or more have passed since the student’s last dose of tetanus containing vaccine. Evidence of immunizations must be shown in the form of a certificate furnished by a licensed physician or by the health department. A student who received immunizations in a state other than North Carolina must present an official certificate that meets the immunizations requirements of G.S. 130A-154(b).

INCLEMENT WEATHER

[OCS BOE Policy 5050] In the event of inclement weather, parents and students should listen to the local radio and TV stations for the latest school closing and delays. You may also call 910/989- 2211 or check the Onslow County Schools website.

In the event of a 2-hour delay, buses will also run on a 2-hour delayed schedule. Students should arrive at their designated bus stops exactly 2 hours later than normal. If bad weather or potentially hazardous conditions result in the early release of students, parents will be able to find information about school closings on local radio and television stations.

ILLNESS/SICKNESS

If a student becomes ill at school, he/she should advise his/her teacher for the purpose of going to the office, where a parent/guardian will be contacted.

Remaining out of class during a classroom period without permission is an unexcused absence and will be considered skipping; therefore, if the illness is abrupt, the nearest faculty member should be notified.

IN-SCHOOL SUSPENSION (ISS)

Students are required to adhere to OCS and JCMS policies to follow school-wide behavior expectations. Students who fail to comply with county and school-wide expectations may be assigned In-School Suspension (ISS) by an administrator.

ISS is used as an intervention to preclude suspending a student from school. It allows the student to receive a consequence while also allowing the student to still be in school. It is provided as a courtesy to the family; ISS is not a “right” as a consequence.

Students will receive written documentation printed from the Educator’s Handbook portal for discipline referrals that result in ISS – and will be advised to give the the Educator’s Handbook document to parents.

Although written documentation is provided to students, parents will be notified by administration if their child is assigned to ISS for a period that exceeds two school days.

Students are expected to complete class assignments, social skills, and character education lessons while assigned to ISS. Students are not considered absent in ISS.

Students will eat lunch in the ISS room and will be provided scheduled bathroom breaks. The consequence for students who are disruptive or noncompliant while in ISS may be changed to out-of-school suspension.

Students who are absent (or who get checked out of school) during an ISS assignment will be require to make up the missed ISS time.

INSURANCE (medical)

[OCS BOE Policy 4320] Students are given the opportunity to purchase school accident insurance at the beginning of the school year. Students participating in any sport must have insurance coverage through the school or be carried on a family policy. If a student does not purchase a school policy, the parent must sign the “Waiver of Optional Student Accident Insurance” form provided by the school.

INTERIM PROGRESS/PROGRESS REPORTS

Interim reports at the middle school level shall go home in the 3rd and 6th week of the reporting period. For dates, please refer to OCS school calendar.

INTERNET

[OCS BOE Policy 3226/4205, 3225/7320] Use of the World Wide Web as an information source is a privilege that can only occur if students and parents have signed an Internet Agreement Form. **Students who do not honor the agreement may have these privileges suspended.**

LOCKER ROOM (GYM)

Students may choose to bring different shoes or clothing to wear during PE. The locker rooms are locked during PE and monitored while students use them to change clothing and retrieve their belongings. JCMS will not assume responsibility for lost, damaged or stolen items.

LOITERING/TRESPASSING

Only those students involved in supervised school activities are permitted to remain on school grounds after dismissal. If a person is on campus for a school event (concert, athletic contest, or dance), s/he should enter the event or leave the campus. No loitering is permitted on campus.

Students who are waiting for rides should be in the designated pick-up area and conduct themselves in a manner that does not disturb the business of the school.

All visitors are to report to the office when they arrive on campus during the school day.

LOST AND FOUND

The lost and found is located on the stage in the cafeteria. Items not claimed at the end of each grading period will be donated to a local charity.

LUNCH/MEALS

[OCS BOE Policy 6200, 6225, 6230] Onslow County Schools provides nutritious breakfast and lunch meals designed to meet the USDA federal guidelines and nutrition standards for school meals. These guidelines limit the amount of fat, sodium, and sugar in meal selections and encourage increased consumption of fresh fruits, vegetables, whole grain products, and calcium rich foods. Well-balanced breakfasts and lunches contribute to the success in the classroom and students’ academic performance.

Menus are available on the Onslow County Schools website and in local media. Supplemental a la carte items that meet the Smart Snack guidelines are available for additional purchase.

Parents/Guardians may request restrictions for students with a written note sent to the cafeteria. Families are responsible for all meal costs for food eaten by the student until the new meal application has been approved and any charges accrued until that approval.

A parent/guardian may request a copy of their student’s account. For additional information, contact the school cafeteria manager at 910/346-6888.

Payment for purchases in the cafeteria may be made by cash or check to the school cafeteria. Cafeteria proceeds cannot be receipted in the office. Other methods of payment are debit/credit card online at www.k12paymentcenter.com.

Meal Prices

Lunch	\$2.50
Reduced Price Lunch	\$0.40
Breakfast	\$1.50
Reduced Price Breakfast	free

Meal applications for free or reduced meals can be found online at www.lunchapplication.com Only one application per household is required, but it should include all students in the household. Return meal applications to the school cafeteria or the school nutrition central office. If you do not receive notification for all (each individual child) students in the household, please notify the school nutrition central office immediately.

Food purchases in the cafeteria may be paid for on a daily basis or through your child’s account. All money for food is handled in the cafeteria and not in the front office.

Students who bring food and/or drink to school should consume them during their lunch period. Energy drinks (Amp, Monster, Tilt, etc.) are not permitted at school. However, thirst quenching beverages such as water, Gatorade, and PowerAde that do not have the characteristics of energy drinks are allowed.

Students will be escorted to lunch by their teacher and are expected to remain seated in the designated area during the entire lunch period.

No visitors are allowed in the cafeteria during student lunch times; however, if you bring lunch for your child, you will be able to dine with your child in the guidance area or at outdoor tables away from other students during their designated lunch period.

Meal delivery services are prohibited. Please do not bring lunch for other students, as they do not have permission from their parents to eat food from outside sources.

MEDIA CENTER

The media center is open during normal school hours for book check-out/return, research, and laptop repair drop-off/pickup.

MEDICATION

[OCS BOE Policy 6125] Onslow County Schools Department of Health Services has a policy for the administration of medications to students during the school day. Students who must take any type of prescription medication during the school day must have a completed “Administration of Medication and Consent Form” (available in the school office) signed by the parent/guardian and a medical provider prior to the medication being dispensed.

Students may not transport medication to and from campus. All medication must be registered with the school nurse (or the nurse’s designee) and must be left in the office.

School personnel are not allowed to dispense over-the-counter (OTC) medication to students without a doctor’s prescription and completion of the proper form.

Students are strictly prohibited from bringing OTC drugs and/or distributing OTC drugs at school such as aspirin, Tylenol, Midol, or cold medications.

MOMENT OF SILENCE

[OCS BOE Policy 3330/4050] The Onslow County Board of Education authorizes the observance of a moment of silence each day in all grades in the school system. A moment of silence may not exceed one minute in length, must be completely unstructured, free of any influence from any source and no other activity will be allowed during that time. JCMS observes the moment of silence at the start of the school day.

ONSLow COUNTY LEARNING CENTER

Students who exhibit chronic discipline infractions, engage in activities which threaten the safety of self or others, or are considered at risk of failing due to attendance or discipline problems will be considered for placement at the OCLC. Students sent to OCLC are not allowed on JCMS’ campus or at JCMS functions.

OUT OF SCHOOL SUSPENSION (OSS)

[OCS BOE Policies 4351 & 4353] Students who fail to adhere to district and school policies may be assigned Out-of-School-Suspension (OSS) by an administrator. Parents will be notified if their child is assigned to OSS. Students who are suspended from school are not permitted to be on any OCS school campus during the suspension and may not participate in any school activity.

Parents may come to the school to pick up assignments, homework etc. so that students will be able to work towards academic goals while suspended. Students are responsible for making up all work that they miss while they are suspended.

When space is available, suspended students may – with parent permission – be assigned by school administration to the Onslow County School Treatment Program, an alternative for students who receive 3 – 10 days of OSS. The School Treatment Program supports schools by providing educational and supplemental services from certified teaching and professional services staff. Students attending the Program

are considered “present” for purposes of school recordkeeping.

PHYSICAL EDUCATION

All students are required to take a PE elective class. The physical education program is intended to provide each student with an opportunity to participate in a variety of physical activities that will provide a feeling of achievement and success.

A student who is, for any reason, unable to participate in PE must have a note signed by a parent or guardian. If a student is unable to participate in PE for an extended period of time, he/she must bring in a note from a medical provider.

Gym locker rooms are monitored by a teacher, and then are locked during class. Students can bring a lock so that they can secure their belongings in a locker during class. Personal belongings and the lock must be taken by the student at the end of the class each day.

Students may bring deodorant in solid or cream (roll-on) form only. Aerosols and spray products are strictly prohibited (due to potential allergic reactions and safety of other students).

PICTURES

School pictures will be scheduled in both the fall and spring of each school year. All students will be photographed for the yearbook in the fall. Information for purchasing pictures will be sent home prior to the day of the pictures.

PRINCIPAL’S LIST / HONOR ROLL

The purpose of the Principal’s List and Honor Roll is to recognize students who have demonstrated academic achievement and to encourage others to strive for excellence.

Principal’s List: All grades 90 or above
Honor Roll: All grades 80 or above

PROFANITY / DISRESPECT

[OCS BOE Policy 4300, 4310, 4315] The use of profanity is not considered appropriate behavior on a school campus.

Profanity should never be targeted at school staff. Additionally, no student should behave in a manner that is considered to be disrespectful or aggressive to staff members or other students. Such behavior includes, but is not limited to, talking back to a staff member, use of profane or vulgar language, or disrespectful gestures or body gestures directed toward staff members or students.

Violations will result in disciplinary action based on the extent of the student’s misbehavior and prior discipline referrals.

PROMOTION / RETENTION STANDARDS

[OCS BOE Policy 3420] In order to be considered for promotion, students in grades 3 through 8 shall perform at least at grade level as identified by the state end-of-grade tests, observations, grades, teacher-generated, locally generated, and state-generated assessments; work samples, portfolios, and/or other factors in all areas of the curriculum.

Students in grades 6 through 8 must earn a passing grade in a minimum of five (5) yearlong or equivalent yearlong combination curricular classes, two of which must be Language Arts and mathematics. A student in grades 6 through 8 who enrolls in a high school credit-bearing course will be held to the High School Diploma Standards.

PARENT VOLUNTEERS

[OCS BOE Policy 5000, 5010, & 5015] Parents are encouraged to participate in the school activities as classroom volunteers, at athletic events, and in other capacities. Parent participation shows support for the child and the school and helps the parent gain insight into the child’s progress. In accordance with Onslow County School Policy, classroom volunteers must be fingerprinted. Forms and fingerprinting schedules can be found on the Onslow County Schools website.

REPORT CARDS

Report cards are issued at the end of every nine weeks. Interim reports are issued twice during a grading period (approximately every three weeks).

2024-2025 Report Card and Interim Report Dates

- September 16: Interim
- October 7: Interim
- November 5: Report Card
- November 20: Interim
- December 16: Interim
- January 29: Report Card
- February 12: Interim
- March 6: Interim
- April 3: Report Card
- April 25: Interim
- May 15: Interim
- June 6: Last day of school
- June 17 – 30: Report card pick up

SAFETY

As part of the OCS Safe Schools Plan, we will practice fire, tornado, and lock down drills on a regular basis. It is important that parents stress the importance of participating seriously in the drills to ensure students understand and are rehearsed in the proper procedures in the event of an emergency.

STUDENT & PARENT GRIEVANCE PROCEDURE

[OCS BOE Policy 1740/4010] It is the policy of the Onslow County Board of Education that all students shall have the right to present for solution any problem arising within their status as students and shall be encouraged to exercise this right without fear of recrimination. It is for this purpose that a grievance procedure is established. Please refer to the Student Related Board of Education Policies and School Bus Safety Regulations handbook for guidelines on student and parent grievance procedures.

STUDENT EMAIL AND MICROSOFT OFFICE 365

Each student will be provided with a student e-mail and Microsoft Office 365 account. Office 365 will be downloaded on to the student's 1:1 computer and can also be downloaded on to several personal devices using their Onslow County student profile. All school related emails must be done through the students' school email address. There is no expectation of privacy when using school e-mail, Office 365 accounts, or the school network and devices.

STUDENT SERVICES: Counselor/ Nurse/Social Worker

School Counselors

- JCMS has school counselors to assist with emotional or academic needs. Students are encouraged to visit with the counselors for personal guidance and for information on grades, study help, and testing programs. The counselors are available to discuss any home, school, or social concerns that students may have as well.

School Nurse

- The nurse's office is in the front office. JCMS shares a nurse with other Onslow County schools and therefore the nurse is not in every day. Please turn in student medical information sheets at the beginning of each school year.
- Students are not permitted to possess any drugs (over the counter or prescription) at any time at school. If your child takes medication during the school day, trained office personnel can help when the nurse is not available.

School Social Worker

- JCMS shares a social worker with other Onslow County Schools and therefore he/she may not be on campus every day. Please speak to our counselor if you have a question and we will contact the social worker for you.

- School social workers do not work for DSS; they work for the school system.

TARDY POLICY

JCMS' instructional day begins with the first block of instruction (a core class) – not homeroom. Students who are not seated in class when the tardy bell rings at 7:35 are considered late for class.

TITLE IX

Onslow County Schools does not discriminate on the basis of race, color, national origin, sex or disability in its programs or activities. The following person has been designated to handle inquiries regarding Title IX: Title IX Coordinator, Onslow County Schools, 200 Broadhurst Road, Jacksonville, N.C. 28540, 910-455-2211.

TOBACCO POLICY

[OCS BOE Policy 4320, 7250] Jacksonville Commons Middle School is a smoke-free campus.

Possession, selling, or the use of tobacco products, vapes, or e-cigarettes is prohibited by students on any part of the school property. The use of tobacco products or e-cigarettes is prohibited by anyone on any part of the school property including parking lots.

VALUABLES

We do not recommend that students bring money and valuable personal belongings to school. If they choose to do so, it is at their own risk. JCMS is not liable for personal belongings that are lost, damaged or stolen.

VANDALISM OR THEFT

Students who participate in stealing, vandalism, and/or destruction of public property may be referred to law enforcement and required to pay restitution.