

2024-2025 Parent Handbook



Principal: Dr. Katrina James

6th Grade Assistant Principal: Shemel Thomas 843-857-3009

7th Grade Assistant Principal: Eric Cooper 843-857-3008

8th Grade Assistant Principal: Hunter Britton 843-857-3031

Guidance Counselors: Dr. Sara Barnes (6th), Caroline Harper (7th), & Heather Hilderbrand (8th)

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Mission, Vision, and Core Values

Mission Statement

Our mission, in partnership with families and the community, is to foster a safe learning environment by empowering ALL students to engage in authentic, rigorous, and relevant experiences.

Belief Statements

At Hartsville Middle School, we believe ...

- Students will be at the center of all conversations & decisions.
- All students will be nurtured, supported, challenged & successful.
- Staff will happily do what benefits our students.
- We must take big risks to get big rewards.

Our Core Values

- ♥ Honorable-demonstrating high respect for someone
- ♥ Empathetic-the ability to understand and share the feelings of another
- ♥ Accountable-accepting responsibility for our actions
- ♥ Respectful-recognizing and appreciating the value in others
- ♥ Team Player-someone who is good at working closely with others

Our Vision

Our vision is to develop the HEART of ALL students to become members of a global society.

Daily Pledge

Today is a new day, a new beginning.
It has been given to me as a new gift.
I can either use it or throw it away.
What I do today will affect me tomorrow.
I cannot blame anyone but myself if I do not succeed.
I promise to use this day to the fullest by giving my best,
Realizing it can never come back again.
This is my life and I can choose to make it a SUCCESS!

Motto

We Put the  in Hartsville

Calendar

July 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

August 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				



2024-2025 Modified Year-Round Calendar

Approved April 17, 2023

- July 4.....Holiday: Independence Day
- July 25-31Professional Development/Workday
- Aug. 1First day for students
- Sept. 2.....Holiday: Labor Day
- Sept. 23.....Professional Development/Schools Closed
- Oct. 4.....End of first quarter
- Oct 7-11Schools closed. District offices open
- Nov. 4.....Professional Development/Schools Closed
- Nov. 5.....Election Day
- Nov. 27-29Holiday: Thanksgiving
- Dec 20.....Early dismissal. End of 2nd qtr/1st semester
- Dec. 23-Jan. 3Holiday: Christmas/Winter Break
- Jan. 6.....Professional Development/Workday
- Jan. 20.....Holiday: Martin Luther King, Jr. Day
- Feb. 17-21Schools closed. District offices open
- Mar. 14.....Professional Development/Schools Closed
- Mar. 19.....End of third quarter
- Apr. 18.....Early dismissal
- Apr. 21-25.....Spring Break for students & school staff
- Apr. 21-22Spring Break for 240-day employees
- Apr. 23-25Schools closed. District offices open
- May 26.....Holiday: Memorial Day
- May 29.....Last day for students, early dismissal
- May 30.....Professional Development/Workday
- June 19.....Holiday: Juneteenth

Designated inclement weather days: Feb. 17, Feb. 18, and May 30.
The district plans to use digital learning on inclement weather days and therefore does not anticipate any changes in the current calendar.

KEY

- School Day
- No School: Professional Development
- Early Dismissal: Professional Development
- End of Quarter
- Schools & District Offices Closed
- Schools Closed. District Offices Open

January 2025

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February 2025

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

March 2025

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April 2025

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

May 2025

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

June 2025

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Bell Schedule

HMS BELL SCHEDULE

<u>Arrival</u>	<u>7:30 – 8:05</u>
<u>Advisory</u>	<u>8:10-8:30</u>
<u>Block 1</u>	<u>8:30 - 9:55</u>
<u>Block 2</u>	<u>9:55 – 11:15</u>
<u>Block 3</u>	<u>11:15 – 12:25</u>
<u>Block 4</u>	<u>12:25 – 1:45</u>
<u>Block 5</u>	<u>1:45 – 3:15</u>
<u>Dismissal</u>	<u>3:15</u>

IEP and 504 Meetings

Any changes made to these plans must be made through a team decision. The team consists of school personnel and the guardian. As a member of the team, the parent can request a meeting regarding their child's IEP or 504 plan. For information pertaining to an IEP plan, the case manager should be contacted with any questions. Guardians can contact the grade-level guidance counselor to request a meeting or answer questions about a 504 plan.

Registration

School Registration can be completed online through the district website during the registration window. All HMS students must be registered for school prior to attending school. Proof of residence must be provided in order for registration to be complete?

7th Grade Students

Seventh grade students are required to have the Tdap shot prior to attending on the first day of seventh grade. Students must have a current immunization of file or the proper paperwork on file to attend 7th grade.

Staff Directory

Administration

- | | | |
|------------------|------------------------|-----------------|
| ● Katrina James | Principal | School 857-3003 |
| ● Shemel Thomas | 6 th gr. AP | School 857-3009 |
| ● Eric Cooper | 7 th gr. AP | School 857-3008 |
| ● Hunter Britton | 8 th gr. AP | School 857-3031 |

Guidance Counselors

- | | | | |
|----------------------|-------------------------------|-----------------|----------|
| ● Sara Barnes | 6 th gr. Counselor | School 857-3023 | Room 151 |
| ● Caroline Harper | 7 th gr. Counselor | School 857-3022 | Room 151 |
| ● Heather Hildebrand | 8 th gr. Counselor | School 857-3007 | Room 151 |
| ● Allison Butler | Social Worker | School 857-3062 | Room 140 |

Follow the link below to access the staff directory on the Hartsville Middle School website:

https://hms.dcsdschools.org/staff_directory

Breakfast/Lunch

All students at Hartsville Middle School will have access to free breakfast served in the cafeteria prior to the beginning of the school day. All students will also qualify for free lunch during the upcoming 2023-2024 school year.

Student Schedule Changes

Schedule requests may be made in writing and will be considered on a case by case basis after all relevant factors are considered. Schedule changes are not guaranteed. Grade level administrators can be used as an initial point of contact.

Arrival and Dismissal

Arrival

Doors to the school will open at 7:30 am daily and morning dropoff can occur between 7:30 am - 8:05 am. Instruction will start promptly at 8:10 am. Supervision will not be provided for students prior to 7:30 am. Sixth grade students will be dropped off, at the awnings, in front of the school which can be accessed using the closest entrance to the stoplight on Highway 151 on 14th Street. Seventh and eighth grade students can be dropped off at the awnings closest to the cafeteria entrance by accessing the second entrance from the stoplight on Highway 151 on 14th Street. **Any student arriving after 8:05 am must report to the main office and students need to be signed in by a parent.** Bus students will enter through the gym and report to the designated locations.

Student Arrival Locations/ Procedures

Students arriving between 7:30 am- 8:00 am will report to the cafeteria or gym. Sixth grade students will report to the cafeteria during arrival time. Seventh and eighth grade students will report to the gym during morning arrival time. Students will be given the opportunity to eat breakfast in the cafeteria prior to reporting to morning 1st block. Students arriving at school after 8 am can report directly to their homeroom teacher if they are not eating breakfast.

Car Dismissal

Dismissal time of 3:15 pm will remain the same as previous years. Car students will be dismissed at 3:15 pm and can be picked up in the same corresponding line used during arrival (Sixth grade in front of the school. Seventh and eighth grade by the cafeteria). If a parent is picking up multiple students and one of those students is a 6th grader then all students being picked up will report to the front car line for dismissal. Parents will not be required to go through both lines. Parents are required to pull up to the start of the car line so that the maximum number of students can get into cars. Car riders should be picked up by 3:45 pm. Anyone at school after 3:45 must come into the building to pick up students.

Bus Dismissal

Bus students will board buses after car riders have been dismissed. Bus riders will generally board buses by 3:20 pm before departing for the high school at 3:25 pm. Bus delays may occur due to routes at the elementary school or other extenuating circumstances. Students cannot ride an unauthorized bus without written previous permission and will not be allowed to board that bus by the driver. DCSD Transportation will begin using the program Traversa to notify parents of transportation changes.

Visitors

All visitors must report to the main office located at the closest entrance to the 14th street stoplight. Visitors will not be permitted to enter any other entrance in the school throughout the school day. Visitors must have a state issued ID in order to receive a visitor's pass. Any visitor must display a district ID or a temporary school badge that prints from the computer terminal in the front lobby. This badge needs to remain visible throughout the duration of the stay. Upon exiting the building, visitors must sign out of the same computer terminal in the front lobby. If the electronic sign in/out system is not available, check in with the front or attendance offices that are located in the front lobby.

If a guardian would like to request a meeting with a teacher, contact that particular teacher to schedule a time that works for both parties. Only custodial guardians listed in PowerSchool have access to information regarding Hartsville Middle School students. Teachers may not be able accommodate unscheduled meetings due to teaching or previously scheduled meetings. Please contact your child's assistant principal if you do not hear back from your child's teacher.

Guardians that are wishing to sign students in/out of the building must be listed as a contact in PowerSchool and possess a valid driver's license. Sign out requests after 2:45 pm daily will not be honored until PM dismissal so as to not interfere without PM car lines. Students can be signed out using the computer terminal located in the main foyer of the school.

School/Home Communication

Hartsville Middle School uses multiple forms of communication to inform parents of upcoming events and share information. Parentlink is the calling service that is used to share information by telephone, email, and SMS message. Please verify that contact information stored in PowerSchool is up to date to ensure these contacts are received. DCSD is also migrating to School Status as an additional communication tool. We will no longer use Class Tag. The HMS school [website](#) can be used to find information about school events, staff, policies and overall general information about Hartsville Middle School. The HMS Facebook page can be used to access information and upcoming events occurring at HMS.

Additionally, grade level administrators and teachers will also provide information to guardians using a messaging service about a particular grade or class. As a reminder, a phone call or personalized email is the best way to contact the proper staff member about a question regarding your student.

Sports Eligibility

Fall

Student eligibility for participation in fall sports will be based off academic standing from the previous semester. Students must be promoted to the next grade to be academically eligible for the fall sports season. Any student that was retained in the same grade or placed in the current grade will not be eligible to participate in the fall season.

Winter/Spring

Students that have been promoted are able to participate in the winter and spring sport seasons. Students that were retained or placed in the current grade will be eligible with a 60% or higher average during the current school year.

During a sports season

Any student that is currently participating in any sports season must maintain a passing grade average (60%) in each class to remain in academic good standing for that sports season. Failure to meet this criteria will result in academic ineligibility. Students must also maintain behavior standards to continue being a part of a sports team. Student athletes must focus on being a student before an athlete.

Sporting Events

Admission

Any person entering a sporting event is subject to going through a weapons/metal detector. The clear bag policy set forth by Darlington County School District will be enforced at all sporting events. Clear Bag Policy can be accessed by clicking [HERE](#). All Hartsville Middle School students must be accompanied by an adult to any sporting events and will not be admitted to the event without a present adult. Adults are responsible for student conduct at sporting events and must be present throughout the entirety of the event. Any student that is in the care of an adult but will be picked up by a different adult must have a ride present at the conclusion of the sporting event. Weapons detectors and clear bag policy will be in effect at all sporting events.

Behavior

Student behavior and conduct, during sporting events, is governed by the same guidelines set while students are attending a regular school. Failure to abide by those guidelines could result in removal from sporting events or further disciplinary actions. Students that are currently serving an out of school suspension or have been assigned alternative placement are not permitted to attend after-school events until the duration of the suspension/placement has concluded.

Bus Procedures

Procedures

Riding the bus is considered a privilege for all students and bus behavior does fall under the same guidelines as in-school behavior. Expectations for student bus behavior is consistent with student behavior in the classroom. Students are expected to follow bus procedures and respect the bus driver at all times. Students must be picked up and dropped off at their designated bus stop. No student will be allowed to ride a different bus or leave a bus at an alternative stop without prior notice submitted to the school or bus office.

Bus Referrals

Bus infractions are on the same level as an in-school referral. In the case that student behavior does result in a bus referral, multiple disciplinary actions could be possible. If an in-school consequence is assigned, the student will be still allowed to ride the bus and consequences will be handled during the school day. A bus suspension will prohibit the student from riding the bus for the indicated number of days on the referral but the student will not be suspended from school. Attendance for the student will still be counted and alternative transportation must be furnished for the student. Students will be allowed to ride the bus normally if an in-school suspension has been assigned for a bus infraction and students will not attend school or ride the bus for assigned out-of-school suspension. If a student does ride the bus on the date of an assigned suspension, alternative consequences will be assigned.

Absences

Medical

Students that miss school due to a medical illness can turn in excuses to the attendance office. Medical excuses must be turned in within 5 days of the absence.

Non-Medical

Students that are absent from school for any reason will need to turn in an excuse to the attendance office. Any student who misses school must present a written excuse, signed by his/her parent/legal guardian. The excuse will contain such other information as directed by the administration. The school administration will keep all excuses confidential. If a student fails to bring a valid excuse to school, he/she will automatically receive an unexcused absence. If a student brings a false (or forged) excuse, the teacher will refer the student to the school administration for appropriate action.

The district will consider a student **lawfully** absent under the following circumstances:

- The student is ill and attendance in school would endanger their health or the health of others.
- There is a death or serious illness in his/her immediate family.
- There is a recognized religious holiday of the student's faith.
- Prearranged absences for other reasons and/or extreme hardships at the discretion of the principal.
- A child in foster care who must be absent due to a certified court appearance or related court ordered activity including, but not limited to, court ordered treatment services.

The district will consider a student **unlawfully** absent under the following circumstances:

- The student is willfully absent from school without the knowledge of their parent/legal guardian.
- The student is absent without acceptable cause with the knowledge of their parent/legal guardian.
- Chronic absenteeism occurs when a student is absent from school on 3 sporadic or 5 consecutive days.

Tardies

Parents will be required to sign students into school after 8:05 am. Guardians can sign in students using the computer in the main lobby of the school. Excessive tardies will result in the development of an attendance intervention plan designed to improve student attendance.

Truancy

State laws and regulations determining absences and truancy are applicable for both onsite and virtual instruction. Staff members will follow policy JH regarding continued absences and the following guidelines:

- when excessive absences become a pattern, the principal or his/her designee will oversee the development and implementation of a written intervention plan designed to improve student attendance
- when truancy continues following implementation of a written intervention plan, students will be referred to the family court and parents/legal guardians to the Department of Social Services to address truancy issues as outlined in administrative rule JH

Family Trips

If a family or business trip occurs during the school year, parents should notify HMS administration in advance. Given enough notice, teachers may prepare work for students to complete during the absence or provide instructions on how and when to access information for their class.

Grading

Grading Scale

Students are graded as indicated: A 100-90; B 89-80; C 79-70; D 69-60; F 59-0.

Breakdown, Categories, and Grade Weights

Each quarter all teachers must record a minimum of

- o 2 Class Performance Grades (40%)
 - Quizzes
 - Unit Performance Task (within a unit)
 - Classwork
 - Word Work Activities
 - Skill Specific Checklists
- o 2 Assessments (35%)
 - Projects with Rubrics
 - Post Assessments
 - Common Assessments
 - Performance Assessments with Rubrics
 - End of Unit Project
 - Unit Tests
 - Mid Unit Tests
 - Chapter Tests
- o 3 Mastery Checks 25%
 - Homework* (**should only be checked for completion per DCSD**)
 - Tickets out of the door
 - Teacher Questioning
- o (Algebra I in 8th grade will have an EOC exam that counts 20% of final grade at the end of school.

Report Cards

Report Cards will be delivered electronically through email using the email listed in PowerSchool. Please contact Hartsville Middle School if your email address changes or you no longer have access to that email account. Report cards will usually be delivered within a week of the end of each quarter.

Grading Questions

Please contact the teacher with any questions involving the grade of your student. Teachers have 1 week to update any grades through PowerSchool. Any parent that has downloaded the Parent Portal on their personal electronic device can set notifications to update if any additional assignments have been added to the gradebook.

Medicine

Students are not permitted to carry personal medication in school. This includes prescription and over the counter medicine. Permitted students are allowed to carry an inhaler. Any medication found in a student's possession during the school day will be confiscated by school personnel, and the school principal will take necessary disciplinary action. Exceptions to this prohibition against students possessing medication at school will be made on a case-by-case basis for documented medical reasons.

Medication can be distributed by the school nurse. All medication must be properly labeled and in its original container. Medication must be brought to the school nurse by a legal guardian of the student. The school nurse will require signed forms for any student requiring medication.

**DARLINGTON COUNTY SCHOOL DISTRICT
HARTSVILLE MIDDLE SCHOOL
CELL PHONE POLICY***

***This policy *also applies to* iPods, iPads, MP3 players, personal laptop computers, AirPods, Smart Watches, etc. *This policy *does not apply to* school-issued iPads.**

The Darlington County School District Board of Education updated our Cell Phone Policy in May 2016 in order to accommodate the DCSD Digital Transformation Project and enable our students' maximum use of technology for educational purposes. The policy - **JICJ/Possession of Student-Owned Electronic Devices** - and can be read in its entirety on the DCSD website (www.darlington.k12.sc.us). Following is a concise summary of the policy and how it applies to Darlington High School students.

Students **may use** personal electronic devices on school property, on school buses, or at school-sponsored events according to the following guidelines:

- **After school** once seated at the carline.
- Personal electronic devices **are not to be used** on the school campus. Electronic should be on silent or vibrate, or preferably turned off, whenever a student arrives at school. Devices should be placed in book bags and not be on the student's person.
- **Earbuds and headphones may not be worn during the school day. If being used for instructional purposes, only one earbud or headphone may be used to ensure students can hear in the case of an emergency or if they are being addressed. Personal speakers are not to be used on campus at any time.**
- Personal electronic devices **may not be used** to cause any disruption in the educational process or for unethical or illegal purposes. **Prohibited uses include, but are not limited to, cheating on assignments and/or tests, harassing or bullying others, and taking or distributing unauthorized photographs or recordings of other people.**

- Personal electronic devices **may not be used**
 - to access any obscene, threatening or otherwise inappropriate material via any form of electronic communication
 - for any activity prohibited by the DCSD Code of Conduct, to circumvent DCSD network security or for any unauthorized access to or inappropriate use of the DCSD computer network.
- **DCSD will not be responsible, or liable for,** the theft, loss, data loss, damage, destruction, misuse or vandalism of any student's personal electronic device brought onto DCSD property.

With the Digital Transformation Project providing an iPad to every student, generally, there is no legitimate reason for any student to use his/her personal electronic device in a classroom.

Consequences:

If a student is found to be in violation of the Cell Phone Policy, the personal electronic device (cell phone, etc.) will be confiscated by school personnel. Refusal by a student to surrender the device is not an option. Refusal by a student to surrender the device will result in an additional discipline referral for refusal to comply.

1. Personal electronic devices confiscated as a result of a **first violation** will be returned to the student at 3:10 pm with the attached paperwork signed by the student and documented phone contact with the parent.
2. Personal electronic devices confiscated as a result of a **second violation** will be returned to a contact on the student's PowerSchool contact list between 8:30-9:00 or 3:30-4:00.
3. Personal electronic devices confiscated as a result of **additional violations will be returned to a legal guardian only between 8:30-9:00 or 3:30-4:00. In addition, disciplinary consequences will be issued to the student.**

School-Issued Technology

Each student at HMS will be issued an iPad and charger the school year. Students will be required to charge and bring their iPad to school each day. Assignments, grades, and behavior information can be accessed through the student's device. Parents can also use the student's iPad to access the same information using the student login information. A \$20 technology fee covers accidental breaks and repairs that occur during the school year. The technology fee can be paid through the eFunds section of the District website. Directions can be found in the Paying Fees section of the parent handbook.

If a student incurs multiple technology violations with school- issued or student-owned devices, parents, teachers, and administration will work together to develop a plan for the student to successfully follow technology procedures.

Technology Apps for Parents and Students

PowerSchool



Log in to PowerSchool Parents to access information regarding student's grades, attendance, and fees.

The website is also accessible on the Darlington County School District page under "Students and Parents" then select Parent Portal Login.

Please contact Mrs. King to get your log in.
843-857-4511 or ginger.king@darlington.k12.sc.us
PowerSchool: <https://dcsdsc.powerschool.com/public/>
The District Code is WQGX. You will need this district code when logging in through the app.

Schoology

Teachers use Schoology to post their classroom materials online; provide a safe forum for students to discuss their ideas and collaborate on projects; and to assign and collect homework electronically. It helps students stay organized and it keeps the class connected.

A Schoology Parent Account gives you access to:

- The classes your child is enrolled in.
- Your child's upcoming assignments.
- School and class announcements.



Schoology makes it easy for parents to stay involved in their children's education. Students' login to Schoology by using **lms.dcsdschools.org** and their school issued email and password when accessing the site through a browser. Parents may log in by using **schoology.com** and entering the credentials given by one of the student's classroom teachers.

Paying Student Fees

Guardians can pay school fees using the link provided below. eFunds (fee payment website) is available under the Students and Parents tab on the Darlington County School District Website and then by clicking on 2024-2025 Online Registration. The eFunds link is located halfway down the page on the right side of the page. Students are required to pay the DCSD Technology Fee of \$20.00 each academic year. Students are also required to purchase school IDs for \$5.00. Depending on the course load other fees may apply.



PAY STUDENT FEES
ONLINE

DARLINGTON
COUNTY SCHOOL DISTRICT

PAY STUDENT FEES
ONLINE

Step-by-Step Guide for Parents

Getting started with e~Funds for Schools Mobile Website



CREATING A NEW ACCOUNT

1. Visit the website: <https://dcscdsc.org/efunds>
2. Click on **Create an Account**
3. Provide Requested Information
4. Click **Create Account**

<https://dcscdsc.org/efunds>



ACCOUNT MANAGEMENT – STUDENTS

1. Before your start, be sure you know your student's "student number". This is available in Parent Portal or in email sent to you.
2. Log into your account.
3. Select **MANAGE STUDENTS** under **Manage Account**.
4. Enter student **Last Name** and **Student Number**
5. Select **Add Student(s)**
6. Repeat steps 2-4 to add additional students.



ACCOUNT MANAGEMENT – PAYMENT INFORMATION

1. Log into your Account
2. Select **Payment Methods** under **Payment Settings**.
3. Select **New Credit Card** or **New Direct Debit** to add new payment information.
4. After entering all required information, read Consent and select **Add** to save information to account.



MAKE A PAYMENT

1. Select type of payment you would like to make (Student or Optional).
2. Select student
3. Click the fee and **Add to Cart**.
4. Select **Begin Checkout**.
5. Choose payment method or enter new method.
6. Review items and total.
7. Select **Pay Now**.

Student Dress Code

Darlington County Dress Code

Policy JICA Student Dress/Articles/Displays (Issued 4/23)

Students are expected to dress, be groomed, and otherwise conduct themselves in such a way as to not distract or cause disruption in the educational program or orderly operation of the school. Personal appearance and conduct of students should promote health and safety, contribute to a climate conducive to teaching and learning, and project a positive image of the district to the community. School administrators will be responsible for determining violations of this policy. The principal reserves the right to amend any provisions that he/she deems to be in the best interest of the student or the educational process. The board will periodically review the policy for any changes needed.

The administration will make the final judgment on the appropriateness of a student's clothing, appearance, and/or display of symbols, messages, or statements on school grounds and reserves the right to prohibit students from wearing any articles of clothing or other items or displaying any symbols, messages, or statements which lead to or may foreseeably result in the disruption of or interference with the school environment.

To ensure effective and equitable enforcement of this dress code, staff will enforce the dress code consistently and in a manner that does not take into consideration race, sex, gender identity, gender expression, sexual orientation, ethnicity, religion, disability, national origin, cultural observance, household income, or body type/size.

AR JICA-R Student Dress/Articles/Displays

This administrative rule applies to all students enrolled in district schools. All students will adhere to this policy and administrative rule while attending classes, riding buses to and from school, and participating in all official school functions, unless otherwise indicated by the school administration.

Clothing articles, hair, and/or other displays should not be so extreme or inappropriate to the school setting as to disrupt the educational process. Therefore, any items deemed distracting, revealing, overly suggestive, or otherwise disruptive will not be permitted.

Wearing items that could pose a safety threat to one's self or others is not allowed. This includes heavy chains not made as jewelry, fishhooks, multiple-finger rings (rings welded together resembling brass knuckles or rings that can be used as a weapon), studded bracelets or collars, nose/lip to ear chains, etc.

Attire, articles, and other items must not display or evidence membership or affiliation with a "gang" in any negative sense of the term. Attire, Articles, or other items must not display any information about, representations of, or advertisements for, weapons, sex, nudity, alcoholic beverages, tobacco, controlled drugs or illegal drugs, or paraphernalia associated with the foregoing. Bandanas and do rags are not allowed on campus and will be confiscated. The wearing of hats and/or sunglasses is not allowed in school buildings. Hair items such as plastic headbands, barrettes, and ribbons are permitted. Religious head gear is allowed. School administrators will not be held liable for confiscated items.

Clothing, articles, or other items which display symbols, messages, or statements which would distract others, interfere with the instructional programs, or otherwise cause disruption, are prohibited.

Appropriate shoes must be worn at all times to ensure safety. Covered toe shoes must be worn in labs and designated shop areas, etc. Attire must not be immodest, obscene, profane, lewd, vulgar, or indecent.

Lower garments should be of adequate length to assure modesty when the student is seated or engaged in school activities. Shorts and skirts must be long enough to extend below the extended fingertips of the wearer or two (2) inches above the knee. Any slits in the garment must open below the fingertips.

Pants must be worn at the natural waistline and undergarments are not to be visible. If they do not fit properly, a belt must be worn to keep them in place.

Sleeveless attire cannot reveal undergarments. Shirts cannot be tight (excessively form fitting), low cut, or show cleavage. Tank tops, halter tops, and shirts with spaghetti straps or any tops that show midriff will not be allowed. No transparent or mesh clothing will be allowed without an appropriate shirt underneath. Leggings or jeggings must have an appropriate shirt or top that covers to mid-thigh.

Students may not continue to attend class wearing inappropriate clothing, articles, or display of items as defined in this policy and administrative rule. Neither parents/legal guardians nor students will place the burden of enforcing this policy solely on the school.

Parents/Legal guardians and students are expected to comply to ensure that a comfortable, safe, and non-confrontational environment is provided for all students. Administrators and faculty members are expected to strictly enforce this policy at all times.

Violations

Violations of this policy will result in the following:

- In the event the administration determines a student's dress, articles, or display of items is inappropriate for school in accordance with this policy, the administration will require the student to remove the articles or items, turn inappropriate clothing inside out, or change inappropriate clothing and make alternate clothing available for the student to wear.
- If, upon request, the student refuses to follow the directive of the administration in accordance with this policy, the student will be sent to ISD and the parent/legal guardian will be contacted.
- The school administration will determine the amount of lost instructional time a student must make up due to being out of class for violations of this policy. The instructional time will be made up after school and at the financial expense of the student's parent/legal guardian for a certified teacher to remain and instruct the student. Failure to do so may result in a student repeating the course(s).
- Repeated violations of this policy will be treated as disruptive behavior in violation of the student code of conduct; however, violations of this policy will not carry over on the student's discipline record to subsequent years.

DSCD Student Code of Conduct

Code of Student Conduct 6-8

(Principal can make referral for hearing on any discipline offense)

OFFENSE	FIRST OFFENSE	SECOND OFFENSE	THIRD OFFENSE
Sexual Harassment JICDA-R, JIAA-R*	Counselor referral/up to 3 days OSS	Counselor referral/up to 5 days OSS	Counselor referral/up to 10 days OSS ADDITIONAL OFFENSE Up to 10 days OSS/possible LTS/Expulsion
Integrity, Lying, Cheating JICDA-R	Up to 3 days ISS/Parent conference/ Counselor referral	Counselor referral up to 3 days ISS/parent conference	Counselor referral/up to 3 days OSS/parent conference
Disruptive/Disrespectful Behavior/Insubordination JICDA-R	Counselor referral up to 3 days OSS	Counselor referral/up to 5 days OSS	Counselor referral/up to 10 days OSS
Student Dress Code JICA-R	Up to 1 day ISS pending correction	Up to 3 days ISS pending correction	Up to 10 days ISS
Use of Wireless Communication Devices JICDA-R, JICJ, JICJA, JICJB	Warning/Parent contact/Student pickup	Up to 2 days ISS or parent conference	Up to 3 days ISS Parent Conference
Inappropriate Use of Computer JICDA-R, JICJ, JICJA, JICJB	Warning/parent contact/counselor referral	Parent contact/counselor referral/up to 3 days OSS	Parent contact/counselor referral/up to 5 days OSS
Tobacco and Vaping Products including vaping products without THC JICDA-R *	Up to 3 days OSS/tobacco awareness	Up to 5 days OSS/tobacco awareness with additional resources	Up to 10 days OSS/possible DCIS/LTS/Expulsion
Drugs and Alcohol JICDA-R, JICH-R ** (Includes Possession, Under the Influence, Paraphernalia, vaping products with THC)	Up to 10 days OSS/possible DCIS/LTS/Expulsion Substance Abuse	Up to 10 days OSS/possible DCIS/LTS/Expulsion	Up to 10 days OSS/possible DCIS/LTS/Expulsion
Sell or Distribute Drugs JICDA-R, JICH-R**	Counselor Referral/Up to 10 days OSS/Possible DCIS/Expulsion	Counselor referral/10 days OSS/possible DCIS/LTS/Expulsion	Counselor referral/10 days OSS/possible DCIS/LTS/Expulsion
Gang Related Activity JICDA-R, JICF *	Counselor Referral/Up to 10 Days OSS/possible DCIS/LTS/Expulsion	Counselor referral/Up to 10 Days OSS/possible DCIS/LTS/Expulsion	Counselor referral/10 Days OSS/possible DCIS/LTS/Expulsion
Theft, Trespass and Damage to Property JICDA-R *	Counselor Referral/Warning/Up to 10 days OSS/Restitution	Up to 10 days OSS/Restitution	Up to 10 days OSS/Restitution/possible DCIS/LTS/expulsion
Fighting, Bullying, Assaults, Threats and Harassment JICDA-R, JICFAA *	Counselor Referral/Up to 10 days OSS/DCIS/possible LTS	Up to 10 days OSS/DCIS/possible LTS	Up to 10 days OSS/DCIS/possible LTS
Weapons, Bomb Threats, Terrorist Threats and Clear Threats to Safety JICDA-R, JICI**	1 – 10 days OSS/possible DCIS Follow mandated consequences by law/365 Day Suspension	1 – 10 days OSS/possible DCIS Follow mandated consequences by law/365 Day Suspension	1 – 10 days OSS/possible DCIS Follow mandated consequences by law/365 Day Suspension

***Law Enforcement may be notified. **Law Enforcement shall be notified. (Parental contact must occur on all offenses)**

Bullying and Harassment

The board prohibits acts of intimidation, bullying, or harassment of a student by other students, staff, or third parties that interfere with or disrupt a student's ability to learn and the school's responsibility to educate its students in a safe and orderly environment whether in a classroom, on school premises, on a school bus, or other school-related vehicle, at an official school bus stop, at a school-sponsored activity or event whether or not it is held on school premises, or at another program or function where the school is responsible for the student.

For purposes of this policy, intimidation, bullying, or harassment is defined as a gesture, electronic communication, or a written, verbal, or physical act reasonably perceived to have the effect of either of the following:

- harming a student physically or emotionally or damaging a student's property, or placing a student in reasonable fear of personal harm or property damage
- insulting or demeaning a student or group of students causing substantial disruption in, or substantial interference with, the orderly operation of the school

Any student who feels he/she has been subjected to intimidation, bullying, or harassment is encouraged to file a complaint in accordance with procedures established by the superintendent. Complaints will be investigated promptly, thoroughly, and confidentially. All staff members are required to report alleged violations of this policy to the principal or his/her designee. Reports by students or staff may be made anonymously.

The district prohibits retaliation or reprisal in any form against a student or staff member who has filed a complaint or report of intimidation, bullying, or harassment. The district also prohibits any person from falsely accusing another as a means of intimidation, bullying, or harassment.

The board expects students to conduct themselves in an orderly, courteous, dignified, and respectful manner. Students and staff have a responsibility to know and respect the policies, rules, and regulations of the school and district. Any student or staff member who is found to have engaged in the prohibited actions as outlined in this policy will be subject to disciplinary action, up to and including expulsion in the case of a student or termination in the case of a staff member. Individuals may also be referred to law enforcement officials. The district will take all other appropriate steps to correct or rectify the situation.

Students, parents/legal guardians, and staff members should be aware that the district may take disciplinary actions for conduct initiated and/or created off-campus involving the inappropriate use of the Internet or web-based resources if such conduct poses a threat or substantially interferes with or disrupts the work and discipline of the schools, including discipline for student intimidation, bullying, or harassment.

The superintendent will be responsible for ensuring notice of this policy is provided to students, staff, parents/legal guardians, volunteers, and members of the community, including its applicability to all areas of the school environment as outlined in this policy.

Discipline Steps

Step	Disciplinary action
1st Offense	Warning; Parental Contact
2nd Offense	Parental Contact
3rd Offense	After School Success Center (1 day); Behavior Reflection Parental Contact
4th Offense	After School Success Center (2 days); Parental Contact
5th Offense	Referral to Administrator

Additional Resources

Any additional information that govern Darlington County School District including Hartsville Middle School can be found at:

<https://www.darlington.k12.sc.us/>

A complete list of Darlington County School District Policies can be found at:

<https://boardpolicyonline.com/?b=darlington>