



2024-2025

Student/Parent Handbook

779 Allen Street

Barnwell, SC. 29812

Phone: 803-541-1370 Fax: 803-541-1306

School Website: gbms.bcsd.net

District Website: www.bcsd.net

Warpony Creed

We are Warponies
We will be our best
We will do our best
We are the best.

We are Warponies
We will display good character
We will exhibit positive behavior, respect, and dignity.

We are Warponies
We are full of knowledge
We can accomplish all that we set our minds to.

We are Warponies
We are the future
We are destined for greatness
Forever, we are Warponies.

Faculty and Staff

Administration	
Principal	Henrietta Williams
Assistant Principals	William Hammonds/Mandy Smith
STAR Academy Director	Denise James
Guidance	Cecile Price
Office Staff	
Administrative Assistant/Attendance Clerk	TBD
Bookkeeper	Rene Middlebrook
School Resource Officer	Officer John Holston
School Nurse	Kimberly Pridgen, RN
Athletics	Derek Youngblood
Network Administrator	John Moody
Departments	
Media Specialist	Heather Peters
English	Cherise Samuels Amanda Smith Lawanda Jackson Charlotte Palmer
Mathematics	Tammy Briggs Melissa Easterling JanReqa Rogers Todd Teems Jeff Miller
Science	Betty Glover Alex Kinard Czar Mendoza
Social Studies	George Snider Thomas Taylor
Special Services	Teresa Hutto, Academic Enhancement Jinu Tummala, Academic Enhancement Travis Washington, SPED Hannah Johnson, SPED Tammy Rohrbaugh, SPED Amy Williams, Language Therapist Instructional Aides: Cynthia Beasley Ann Hutson Pamela Fedrick Amber Still Janice Gainey Vickie Sorell Robbie Cave

Related Arts	William Hammonds, III, Physical Education/Health Michael Pisacreta, Music Millicent Moore, Art Michael Chestnut, Physical Education/Health Thomas Clayborn, Band Robin Brown, FOCUS 101
Spanish	Sophia Thomas
ESOL	Suzanne Fredrick
Career Development	Rokeem Williams
In School Suspension	Shirley McGraw
Alternative Education Program	Gary Hanna, Coordinator Tracey Glover, Instructional Aide
Support Staff	
Custodians	Flossie Banks Herbert Williams
Cafeteria Staff	Chrystie Blackwood, Manager Ummehani Godhrawala Kristina Skipwith

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Mission Statement

Barnwell Consolidated School District is committed to preparing students for lifelong success by promoting individualized learning experiences.

Vision

Barnwell County School District - Leaders in Excellence.

Our Core Values

Innovation
Integrity
Investment
Community

Purpose Statement

Guinyard-Butler Middle School will prepare our students to walk in their destiny in the areas of Academics, Athletics, and the Arts. The three A's will be achieved by utilizing the following methods: Creating Data Driven Lessons & Instruction; Providing Opportunities for Individualized Instruction; Implementation of Technology; Information Session for Athletics & the Arts; College and Career Readiness Opportunities & Exploration.

Handbook Notice

While every effort has been made to ensure the accuracy of this handbook, changes in policy may require adjustments in content. The contents of this handbook are subject to change.

Message to Students

Students, you have many exciting experiences awaiting you this school year. In order for you to be successful at GBMS, please keep the following in mind. First, maintain a positive attitude about your fellow students and teachers. Strive to build a good relationship with everyone. Believe that you can trust people and ensure that people can trust you. Always be conscious of the feelings of others and treat them as you would like to be treated. Second, strictly follow all school and district rules and policies. One of the most important lessons education can teach is self-discipline. While it does not appear as a subject on your class schedule, it supports the whole educational structure. Self-discipline is the training that develops self-control, character, orderliness, integrity and efficiency. It is the key to good conduct and proper consideration for other people. With the understanding that personal self discipline affects every area of a person's life, adopt these principles in your life. Once you do, you will form a correct attitude toward school, develop strong character, and will be able to do your part in making your school a safe and effective place of learning. Have a great school year, learn all you can, and always be willing to grow!

General Information

School Improvement Council

The School Improvement Council (SIC) is an organization composed of teachers, parents, administrators and other citizens elected and/or appointed by the principal. These council members work as a team to assist the school principal in determining the present and future needs of our school. This organization is charged with the responsibility of developing an annual school improvement plan. The school improvement plan will be reviewed annually and will have a five year focus. Parents who would like to serve on this council should contact the office at (803) 541- 1370 or email Ms. Henrietta Williams at hwilliams@bcsd.net

Volunteer Program

If you would like to volunteer, please come by the main office and complete a volunteer form. For additional information, please contact the main office at (803) 541-1370.

Parental Guidelines

GBMS administration, faculty and staff take pride in maintaining a close working relationship with the parents of our students and the community. If you have a question or concern, please contact the staff member directly involved. If your phone call, written message or e-mail is not returned in a timely manner, please contact a school administrator and he/she will arrange for the staff member to contact you. Your feedback is valuable to us at GBMS and we appreciate the opportunity to maintain a positive relationship with all of our families.

Parental Concerns

Contact the person (teacher, guidance counselor, administrator, etc.) at the source of the situation or issue. The majority of concerns are resolved at this point. If this is not the case, you may wish to proceed further by:

- Scheduling a parent conference with your student's teachers and his/her guidance counselor. All parents desiring a conference with their child's teacher(s) must contact the guidance office at 803-541-1307 to schedule a conference. When needed, teachers should be given a minimum of twenty-four hour notice to prepare student records and other information.
- Scheduling a parent conference with a school administrator, especially if there is a discipline concern. Parents who wish to meet with an administrator should make an appointment in advance if at all possible.
- Scheduling a classroom visit to observe the interaction of your child with a class and /or the teacher. The parent must notify the administration in advance, sign into the office and receive a visitor's badge in order to visit a classroom.

Parental Responsibilities

GBMS solicits the assistance of parents and guardians to ensure that their children exhibit acceptable behavior. Teachers will instruct students on the Student Code of Conduct adopted by the board; however, students and parents are expected to know and comply with the provisions of the Student Code of Conduct, policies, procedures, administrative rules outlined in this handbook.

Parent Messages

The main office staff will relay messages from parents or guardians to students when given approval by the administration. In most cases, messages will be delivered as they are received throughout the school day. When requested, students will be permitted to use the main office phone in order to contact their parents or guardian as needed during normal school hours. Please note, students will not be released from class to accept phone calls unless approved by an administrator.

During normal school hours, please refrain from sending your child messages via cell phone as this may cause an unintended disruption in their classroom. Please encourage your child to refrain from using their cell phone in order to send messages during the school day. Students sending or receiving messages during the school day may be subject to disciplinary action for violating the school cell phone/electronic device policy.

In cases of student illness or other emergencies, office personnel or the school nurse will assist students in making necessary calls to parents.

Reporting Student Conflict

If you become aware of a conflict that your child is having with another student at school or away from school, please contact the main office at 803-541-1370. Office staff will direct your call to appropriate personnel. Conflicts among students while at school should be reported to a teacher or administrator immediately in order to remedy the situation as soon as possible. Please advise your child to report conflict to an adult.

Transportation Changes

All transportation changes or requests need to be communicated with GBMS office staff well in advance. Parents, please have your child deliver a signed written note to the main office for any needed transportation change. Expect a follow-up phone call from school staff for verification purposes. Please note, if a parent, guardian, or emergency contact cannot be reached to verify dismissal, the transportation change will be denied. Please contact Mrs. Jenny Hutto @ 803-541- 1371 for questions about transportation changes.

AM Arrival Procedures

- Students are permitted to enter the school building @ 7:20 a.m. and are considered tardy to school after 7:45 a.m. Between 7:20 a.m. and 7:45 a.m. students must enter the campus on the cafeteria side of the school building. Any student who arrives after 7:45am must be escorted to the office by a parent.
- Students will be allowed in the school building only when under the direct supervision of staff or faculty. To ensure supervision, parents are asked to not leave your child unsupervised at school or on campus prior to 7:20 a.m.
- Once a student arrives on campus, he/she is subject to the policies and procedures of GBMS.

AM Car Line - Drop-Off Procedures

The gate to the horseshoe, student Drop-Off area will open @ 7:20 a.m. each school day. We very much appreciate everyone's patience during Drop-Off time, and especially during inclement weather or whenever delays occur. To increase efficiency during Drop-Off time we are asking everyone to follow the procedures listed below:

- As safely as possible, please take your place in the car line on the school side of Allen St. Please take the necessary steps to avoid making a "U-Turn" on Allen St.
- Due to safety concerns, please do not make a left turn into the horseshoe Drop-Off area when other vehicles are present.
- Once your vehicle comes to a complete stop in the horseshoe, please have your child ready to exit the vehicle safely. When possible, please pull your vehicle up to the Stop sign in the horseshoe to increase available space.
- Please be cautious as you maneuver in and out of the car line and horseshoe. Be sure to lookout for pedestrians and sudden stops. Take extra caution when inclement weather is present.

Late Arrival

After 7:45 a.m. parents are to escort their child into the building/main office in order to sign them into school. Students will then be given a written pass to class. The teacher will follow the tardy policy. **See Tardy Policy.**

PM Dismissal Procedures:

Dismissal from school will be conducted via the PikMyKid program. Car riders and walkers will be dismissed via their assigned number. Bus students will be dismissed via their assigned Bus Number.

- Please avoid student dismissals after 2:00 pm on any given school day. (Reducing office dismissals after 2:00 pm contributes to reduced traffic congestion at the end of the school day. This will also ensure that the front driveway is clear for emergency vehicles and for buses during rainy day dismissals.) Any dismissal after 2:00 pm should be prearranged in coordination with main office staff. Please contact Mrs. Jenny Hutto @ 803-541-1371 to arrange dismissals.
- Upon dismissal from school, students should report directly to the bus or the car loading area. Walkers are to exit campus at the crosswalk near the horseshoe. Walkers are only to cross the street when given the directive by the Crossing Guard Attendant.

- Students will remain seated in the classroom until dismissed at the end of the school day by their teacher. Students will NOT be permitted to walk the halls, stand at the classroom door, stand outside the classroom door, or visit other classrooms during this time.
- Students are NOT permitted to be in the building after dismissal without permission from a teacher or an administrator unless they are attending a scheduled athletic practice or scheduled after school activities.
- Parents or guardians that wish to add additional contacts to their student's approved contact list for the purpose of dismissal must do so in person in the main office and present a valid ID.
- A state-issued ID will be required upon dismissal of any student to parent or guardian during normal school hours.
- Replacement or additional PikMyKid dashboard cards are available upon request.
- During normal school hours, students should not leave campus without being signed out through the main office by their parent/guardian or authorized representative listed in PowerSchool.

PM Pick-Up Car Line Procedures

The gates to the horseshoe, student Pick-up area, will open @ 2:45 pm each school day. Student dismissal will begin at approximately 2:50pm. Students will receive 2 dashboard PikMyKid cards that must be displayed on the passenger side of the dashboard in your vehicle. To increase efficiency during Pick-up time we are asking everyone to follow the procedures listed below:

- As safely as possible, please take your place in the carline on the school side of Allen St. Please take the necessary steps to avoid making a "U-Turn" on Allen St.
- Be sure to have your child's PikMyKid card displayed on your passenger side dash. Please share your additional PikMyKid with others you may entrust to transport your child.
- Due to safety concerns, please do not make a left turn into the horseshoe Pick-up area when other vehicles are present.
- When possible, please pull your vehicle up to the Stop sign in the horseshoe to increase available space.
- Please be cautious as you maneuver in and out of the carline and horseshoe. Be sure to lookout for pedestrians and sudden stops. Take extra caution when inclement weather is present.

Visitors

All visitors must report to the main office, present a valid ID, and obtain and wear a visitor's pass/ID throughout the duration of the visit. Infants and small children should not be brought on the school grounds unless accompanied by a parent conducting official school business.

Student Attendance

Pursuant to district policy (JH-R), students are required to attend school/classes on a daily basis. The attendance clerk, Mrs. Jenny Hutto (803-541-1371), will monitor absences daily. Students who are truant and/ or excessively tardy will be referred to administration for possible court action. State law requires that students attend school until the age of seventeen (17). Therefore, failure to enroll-in or attend school will result in legal action by the school district. The following steps will be administered based on unexcused absences:

- Step 1 - Student accumulates three (3) unexcused absences: Parent Contact by Teacher.
- Step 2 - Student accumulates five (5) unexcused absences: Parent Contact & Letter Mailed Home (via attendance clerk)
- Step 3 - Student accumulates five (5), additional, unexcused absences: Parent & Student Intervention Meeting (scheduled by attendance clerk)

Upon conclusion of an intervention meeting any unexcused absences obtained will result in a student's referral to court. Students can be court ordered to attend school. Non-compliance with the court order will result in further action.

It is important to send excuses on the day students return from an absence. Students can have five (5) parent notes per year and any other excuses deemed legal by the district or principal.

Perfect attendance will be based on NO absences from school, NO early dismissals (excused or unexcused), and NO tardiness to school.

Excessive tardies will result in disciplinary consequences, based upon the Student Code of Conduct. [See Student Tardy Policy.](#)

Students who participate in extracurricular activities must be in attendance at least one-half (1/2) of the school day on the day of the event.

Student Tardy Policy

The tardy policy has been established to ensure a minimum of interruptions in the educational process in each classroom. Classroom doors will be locked when the tardy bell rings. Any student who arrives after the tardy bell must report directly to class and furnish the classroom teacher with their tardy card to be punched. If the student has no tardy card, they will be referred to the office immediately on a disciplinary referral for violation of the tardy policy. During any nine weeks period, if a student presents their tardy card, the student is allowed four tardies without disciplinary penalty. On the fifth and subsequent tardy, the student will be assigned to detention or ISS depending on their level of discipline. There will be no exceptions for lost, stolen, or washed tardy cards. Only students who qualify with no tardies, lunch detention, ISS or OSS assignments, and an un-punched tardy card will qualify for a drawing to win prizes.

- Students are considered to have an unexcused tardy if they do not have an **excused** pass from the main office or from a teacher/staff member.
- Tardy Disciplinary Consequences:
 - 1st Offense – Warning
 - 2nd Offense – Warning
 - 3rd Offense – Parent Contact
 - 4th Offense – Lunch Detention
 - 5th Offense – Parent Contact & In-School Suspension

Financial Obligations

Students are expected to pay all debts that they have incurred. In the event that a student fails to pay his/her financial obligations, he/she will not receive his/her report card. All athletes will be expected to pay fees required by the Athletic Department. Applicable fees include::

- Chromebook Usage \$25.00
- Chromebook Lost/Damaged \$250.00
- Athletic Participation Fee \$20.00
- ID Badge Replacement \$8.00
- Textbook Lost/Damaged \$TBD

Solicitation-Fundraising

In an attempt to maintain the integrity of the instructional environment, no student will be allowed to bring items from any off-campus vendor and attempt to sell these items during school hours. No class, club or organization will be allowed to begin any fundraising campaign without permission from the principal.

Guidance Information

Enrollment

To enroll at GBMS a student must meet the following requirements:

- Complete an enrollment form;
- Present a valid photo ID (Parent/Guardian);
- Proof of residency: (2 current and dated proofs of residency; 1 proof must be a current rental agreement or tax receipt and the other proof of residence may be a current electric bill, mortgage statement, current water bill or DSS letter.)
- Student Immunization Records;
- Proof of withdrawal from previous school;
- Disciplinary record from previous school;
- Transcripts from previous school;
- Certified Birth Certificate;
- Other applicable documents;

New Students

The criteria for assigning new students to classes at Guinyard-Butler Middle School is based on the availability of space in mixed ability groups. The approximate level of student ability is indicated by scores achieved or teacher recommendation as it relates to student's academic/classroom performance, benchmark testing, state testing results (i.e. SCReady/SCPASS), and other known norm-referenced cognitive exams.

Annual Notification of Parent Rights

Schools will notify the parent/legal guardian of students and/or eligible students annually of the following: type of records kept, procedure for inspecting and copying student records, the right for interpretation of data contained in student records, their right to challenge data thought to be erroneous and the procedures for expunging such data or inserting a rebuttal statement, the type of information the district deems directory information, the process for refusing to permit the release of all or some information as directory information and the right to lodge a complaint with the US Department of Education. See Family Educational Rights and Privacy Act.

Family Educational Rights and Privacy Act

The Buckley Amendment, also known as the Family Educational Rights and Privacy Act (Section 438 of the General Education Provisions Act) permits only the release of directory information about students without the student's written consent. Directory information includes: Student's name, addresses, telephone number, photographs as related to school or district sponsored events, activities and special recognitions, date and place of birth, participation in officially recognized activities and sports, weights and heights of members of athletic teams, dates of attendance, diploma and certificates of awards received, most recent or previous school attended, and other similar information.

Within fifteen days after the annual distribution of notification of privacy rights, the parent/legal guardian of the student or the eligible student (if 18 years of age or older) has the right to refuse to permit the release of any or all of the categories of directory information and/or any or all of the additional information referenced above. The parent/legal guardian or eligible student may obtain a Directory Information Opt Out Form from the main office which denies Guinyard-Butler Middle School the right to release directory information. This form will become part of the student's education record.

The principal of the school the student is attending is responsible for notifying appropriate personnel of the refusal, filing the refusal in the student's cumulative folder and marking the folder as specified by the superintendent or his/her designee.

Transferring/Withdrawing

The process begins in the Guidance Office by receiving the proper form(s) for withdrawing from GBMS.

- All textbooks should be returned to the assistant principal. Other books, devices, chargers, and rentals should be returned to subject area teachers, media specialist, etc. It is the responsibility of the student to return all books and materials.
- Return withdrawal form to the Guidance Counselor.
- A student who withdraws during the school year is responsible for clearing all fees. Requests for records should be submitted to the guidance counselor.

Privacy Rights

Because of the delicate nature of student information, GBMS will only release confidential student information to the legal parent or guardian that is entered in the PowerSchool database system. Only established parents and legal guardians may accompany students to school after serving an out-of-school suspension. In addition, the following will apply in the release of all confidential student information:

- Each student's education records are to be treated as confidential and primarily for local school use except directory information which includes: the student's name, address, telephone number, date and place of birth, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, diploma or certificate and awards received, the most recent previous education agency or institution attended by the student, and other similar information.
- Directory information shall not be released to any individual or agency for commercial utilization. GBMS employees are expected to use good judgment in releasing directory information so that the best interests of the student are served. See Family Educational Rights and Privacy Act.

Special Services

If you feel that your child has some type of disability and is in need of special education, related services or accommodations, please contact special services or the guidance department as soon as possible so that the necessary services can be arranged to provide appropriate educational opportunities.

Individuals with Disabilities Education Act (IDEA)

Students, ages 3 through 21 years, may receive services under IDEA if the student needs special education and related services to benefit from his or her educational program. A team decides if a student qualifies for services under IDEA. The team includes the students' parents or legal guardian, teachers and other school staff. The team develops an individualized education program (IEP) if the student meets federal and state requirements. The IEP outlines a plan for helping the student receive a free appropriate public education and meet goals set by the team. Contact your child's school guidance counselor to learn more.

Section 504 of the Rehabilitation Act of 1973 (Section 504)

Section 504 is a federal law that requires public schools to make adjustments so that students with certain disabilities can learn and participate in settings like other students who do not have disabilities. To be eligible for services under Section 504, a student must have a condition that substantially limits one or more major life activities. A team decides if a student is eligible. The team should include the student's parents or legal guardian, the student (if able) and others who know the student or know about the student's disability, such as a teacher, guidance counselor, a school nurse, and other school staff. If the student is eligible, the team develops an individual accommodation plan. The individual accommodation plan explains how the student's needs will be met while at school and may include health services for the student during the school day if needed. To learn more about Section 504, contact your child's school nurse or guidance counselor.

Multi-Tiered System of Supports (MTSS)

The district's Multi-Tiered System of Supports (MTSS) Framework addresses the needs of the whole child—academically, behaviorally, socially and emotionally—through a holistic and personalized system of learning. This approach recognizes the connection between academics and behavior and addresses both areas simultaneously. The goal of MTSS is to deliver early intervention for every student who struggles to attain or maintain grade-level performance by effectively utilizing best instructional practices within an evidence-based instructional model. An ongoing, systematic process of using student data to guide instructional and intervention decisions is utilized.

Gifted and Talented

Gifted and talented students are those who are identified in grades 3-8 as demonstrating high performance ability or potential in academic areas and therefore require an educational program beyond that normally provided by the general school program in order to achieve their potential. The purpose of the gifted and talented program is to provide curriculum, instruction and assessment that maximize the potential of identified students. Program model and services consist of a resource room or pullout program for grade 3 which meets away from the regular classroom to provide services, and self-contained gifted and talented classes organized around one or more disciplines. Program model and services consist of special class programs for grades 4-8 which meet daily with a qualified talented and gifted teacher which provides services around the student identified discipline.

Identification is a multi-step process which consists of screening and referral, assessment of eligibility, and placement. Criteria for identification are organized by the following three dimensions.

- Reasoning abilities: Demonstrate high aptitude (93rd percentile or above) in one or more of these areas: verbal, non-verbal, quantitative and /or a composite of the three on a nationally normed test of academic aptitude.
- High Achievement-Outstanding performance in reading or math as evidenced by advanced status on the SC Ready or scoring at or above the 94th national percentile on a nationally normed test

of academic achievement in the areas of reading comprehension or math concepts/problem solving.

- Intellectual/Academic Performance- Students served in grades 3-6 must have met criteria set by the SC state performance task test. Students served in grades 7-8 must earn a grade point average of at least 3.75 on a 4.0 scale.

Students who meet two of the three above dimensions are eligible for placement as are all students who score at or above the 96th national age percentile composite on a nationally normed test academic aptitude. Any student can be referred for screening/assessment. Referrals from administrators, parents, teachers and students will be accepted. Referrals can be made to your child's teacher or school guidance counselor. No child will be screened without a signed and dated permission form. All students referred for screening will be tested with a nationally normed test of academic aptitude during the months of March and April. Achievement results will be utilized from statewide testing with PASS. For students currently in the third grade achievement data from the second grade testing may be utilized. Performance tasks designed by the State Department of Education will be given as needed to students in May. If you have any questions regarding identification procedures and program services contact your child's school guidance counselor or the Coordinator of Talented and Gifted, at 803-541-1396.

High School Courses

GBMS offers three courses for high school credit. High School Courses will require summer work prior to your student's 8th Grade school year. These courses consist of the following: English 1, Algebra 1, and Spanish I. Students are enrolled in English I, Algebra I, and Spanish I based on the criteria below:

- Teacher recommendation.
- SC Ready performance.
- General performance in 7th Grade.
- Other relevant assessments.

Promotion and Retention for Barnwell County School District

The administration and faculty shall provide instruction to ensure maximum opportunity for each student to progress through school according to his/her needs and abilities. Students in grades 1-8 will be promoted to the next grade when they have demonstrated mastery of grade level standards in core subjects, which include reading/English Language Arts, mathematics, science, and social studies standards. Mastery is evidenced by diagnostic test results, other assessments as determined by the district, and classroom performance as defined by the South Carolina Education Accountability Act (EAA) of 1998. Students in grades 1 -8 will be retained provided they fail to meet grade level standards in English Language Arts, math, science, or social studies according to state and district guidelines.

Health Information

Immunization Requirements

South Carolina law requires all students to have on file at the school a valid South Carolina Certificate of Immunization [Form DHEC 1125 (4-80)] in order to remain in school. Please contact the school nurse.

Special Health Care Needs

Many health care services can be provided for students to help keep them at school where they can learn and participate with other students. Our goal is to provide information to parents and legal guardians about some of the services and programs available for addressing the health care needs of students during the school day to help students succeed in school. It is important that the necessary health care information is shared with the appropriate people—such as teachers on duty during break, bus drivers, and cafeteria employees – to make sure that the students' needs are met throughout the school day. Please contact the school nurse with any questions @ 803-541-1379.

Injuries

All injuries incurred on the campus of GBMS must be reported to a teacher or the school nurse.

Individual Health Care Plans (IHPs)

Individual health care plans are also called IHPs. School nurses who are registered nurses write IHPs to guide how student's health care needs will be met while at school. The nurse works with the student, the student's parents or legal guardians, the student's health care provider, and other school staff to write the plan. IHPs are written for students who have special health care needs that must be met by school staff during the school day. IHPs are also written for students who have been approved by the school district to self-medicate or self-monitor. To learn more about IHPs, talk with your child's school nurse. Please call 803-541-1379 for more information.

Medication (Policy JLCD)

Listed below are the procedures for dispensing medication at GBMS in accordance with the guidelines from the South Carolina Board of Nursing. All medications that must be taken during school hours must be registered with and administered by the school nurse or her designee.

1. No prescription medication will be given without signed physician's orders and signed permission from the parent/guardian.
2. All prescription drugs must be in the original container and properly labeled with the student's name and directions for administration.
3. Any changes for prescribed medications must be accompanied by a doctor's signed statement.
4. Non-prescription medications must be in the original container and will be given only with a signed request by the parent/guardian. This should include the student's name, amount to be given, and time it is to be given.
5. Medication must be ordered at least four (4) times a day for it to be given at school. Exceptions will be made if the medicine is ordered for a specific time during the school day. Any medication brought to school by a student must be turned in to the school nurse immediately upon arrival on school grounds. Failure to do so may result in suspension.
6. Parents are encouraged to give medicine outside of school hours whenever possible.
7. No Aspirin or Aspirin-containing products will be given at school without a doctor's order.

No medication can be dispensed at school without written permission from a parent/guardian. Due to the likelihood of improper use of medications in the teen years, any student who fails to bring a parental note or fails to turn the medication into the nurse's office upon arrival at school could be treated as having an illegal substance at school.

Many simple, but common, complaints can be handled with aspirin-free over-the-counter medications. At this time, GBMS provides ten (10) doses per school year of Ibuprofen or Acetaminophen for all students with written permission from the parent/guardian. Any other medications that your child may need often will have to be provided by the parent along with signed permission (to be kept in the nurse's office).

In rare situations, when the school nurse is not available, non-nursing personnel, designated by the principal, may administer scheduled daily medicine to your child. Those designated to administer medication, in the nurse's absence, are trained by the school nurse to handle such situations.

Students with asthma, life threatening allergies, seizures, or diabetes are allowed to carry inhaled or injected medications with them or keep them in their lockers. The student must have written permission from the parent/guardian and the physician that prescribed the medication in order to keep the medication with them. Medication may also be kept in the health office if needed.

School policy requires that students with serious medical conditions have an Emergency Care Plan completed by their doctor. An Individualized Healthcare Plan may also be required if your child needs regular medical attention in the school health office or self-medicates and/or self monitors. These required forms will need to be renewed yearly.

The SC Children's Health Insurance Program offers free health insurance for children and families. To qualify, children must be under age 19, U.S. citizens, residents of S.C., and have a Social Security Number. For assistance, call 1-888-998-4646, or visit www.ChildrensHealthSC.org.

Academic Information

Honor Code

GBMS students are to adhere to the Honor Code policy, which consists of two parts: 1. Students are to tell the truth when dealing with faculty, staff or administrators. 2. Students are not to represent as their own, any work, which they have not done alone. This includes, but is not limited to, plagiarism, misuse of online information, copying homework, cheating on tests, etc. Violations of either of these rules will result in disciplinary actions including a possible discipline referral being written and one or more of the following:

- Zero on assignment or test
- Parent contact
- Counseling or other action appropriate to the violation
- ISS (ISS will be assigned for repeated violations of the Honor Code.)

South Carolina Uniform Grading Policy

The State Board of Education adopted a uniform grading scale for all public schools in South Carolina. The grading scale designates the point range for each letter grade, correlates grade points with numerical averages, and gives weighted credit to Honors, Dual Credit, and Advanced Placement courses. A= 90-100; B= 80-89; C= 70-79; D= 60-69; F= 0-59; WF= 50; FA= 50; P= no value; WP= no value; AU= no; value NP= no value.

Grade Reporting

Grade reports are sent approximately every four weeks to inform students and parents of the student's current status in each class. The following reports are sent home by students: Interim Reports and Nine Week Report Cards.

Homework Policy/Service

GBMS faculty and administration, believe and will operate in accordance with the following:

- We strongly believe that homework should be given often.
- Homework assignments should be given when deemed appropriate.
- No new skill should be introduced by homework.
- Homework assignments should be meaningful and relevant to current studies.
- Homework assignments should be coordinated with other teachers, when and if possible.
- If homework is important enough for a student to complete, it should be evaluated.

Make-Up Work

When a student has been absent because of illness or family emergency, they will have three (3) days to make up their work for each day absent. It is the student's responsibility to acquire makeup work from each teacher. However, if the student received an "incomplete" on a report card, they have five (5) school days to make up for the missed work and take finals/tests. (Exceptions to this must be approved by the Principal). Students with an unexcused absence will be allotted the following timeframe to make up course work:

- Classwork/Homework Assignments: 5 Days upon return to school
- Test /Assessments: 5 Days upon return to school

Homebound Instruction

The district provides homebound instruction for students who cannot attend school for medical reasons. A physician must certify that the student has a medical condition but may benefit from instruction. The school district decides whether to approve the student for medical homebound services. The school district will consider the severity of the student's illness or injury, the length of time that the student will be out of school, the impact that a long period away from school will have on the student's academic success, and whether the student's health needs can be met at school. The application must be completed by a licensed physician (medical doctor) and returned promptly to the school for processing. Upon approval, a student is eligible for services. These days are not counted as absences from school. Students

approved for services must complete the allotted hours of instruction, even if they return to school early. Course adjustments may be necessary for students absent for an extended period of time. Questions concerning medical homebound procedures and regulations contact Nurse Kimberly Pridgen at (803) 541-1379. Homebound forms may be obtained from the nurse.

Homework Request

Requests for homework due to illness, death in family, or family emergency may be called into the main office. Parents and students may request homework/classwork assignments due to absences (verified or unverified). Teachers are allotted a twenty-four-hour window to prepare assignments and deliver to the main office for pick up.

Homework During Suspension

When a student is suspended from school the only form of punishment given is the removal from classes and the denial of participation in, or attendance at any school activity during the period of suspension.

Students will be given the opportunity to complete their work and to receive credit equal to their classmates. Upon the request of administration and/or office staff assignments will be furnished by each teacher of the student that has been suspended. The student/parent is responsible for making arrangements with the school to pick up his/her assignments from 3:15 p.m. - 3:45 p.m.

Students assigned to ISS will receive assignments from each content area teacher.

National Junior Beta Club

The National Junior Beta Club was established in 1961 to function as a separate division of the National Beta Club program. It was formed to promote character, develop leadership, encourage service involvement, and recognize achievement. The Beta Club continually develops and nurtures students by providing unique service opportunities in our world and community. The motto is: "Let us lead by Serving Others."

The qualifications for initial induction into the GBMS Jr. Beta Club are:

- A/B Average in EVERY CORE SUBJECT (ELA, Math, Science, Social Studies) for the semester prior to induction.
- Good character and NO behavioral problems. No ISS, OSS or Expulsion.
- One time payment of dues: \$40 (due breakdown: \$25.00 for dues to National Beta Club, certificate, and pin and \$15 honor cord)

The qualifications to remain in the GBMS Jr. Beta Club are:

- Maintaining an A/B average or above EACH nine weeks in ELA, Math, Science and Social Studies.
- NO behavioral problems, NO ISS, NO OSS, NO Expulsion.

Failure to comply with the above qualifications will result in removal from GBMS Jr. Beta Club.

National Junior Honor Society

The National Junior Honor Society has been recognizing outstanding student achievement at the middle level since 1929. NJHS distinguishes students who have committed themselves to the pursuit of academic excellence, community improvement, and personal development. Full implementation of NJHS began during the 2017-18 academic school year. Requirements for NJHS:

- Induction will be held during the fall semester for qualifying students.
- The qualifications for initial induction into the National Junior Honor Society is below:
Achieve an A average in EVERY Core Content Course the semester prior to induction.
- Students must exemplify enthusiasm in scholarship, a desire to render service, a willingness to lead, and strong character.
- Candidates must complete a candidate application form for review by the faculty NJHS council. A student must receive 5 votes from the faculty council for admission to NJHS. Annual dues for this chapter are \$20 for first year members and \$15 for returning members. Dues will be payable to the chapter within 30 days of induction.
- Members must participate in a chapter service project and an individual service project during the school year.
- Failure to comply with the GBMS discipline code in a manner that leads to ISS or OSS will result in dismissal from NJHS.

The qualifications to remain in the GBMS National Junior Honor Society are:

- Maintaining an A average EACH nine weeks in ELA, Math, Science and Social Studies.
- NO behavioral problems. Students cannot have any of the following: ISS, OSS, or Expulsion

Standardized Testing

EOCEP: The End-of-Course Examination Program (EOCEP) is a statewide assessment in Algebra 1/Mathematics for the Technologies 2, Biology 1/Applied Biology, English II, and U.S. History and the Constitution. These tests are administered to all public middle school, high school, alternative school, virtual school, adult education, and home school students who are enrolled in courses in which the academic standards corresponding to the EOCEP tests are taught. These tests count twenty percent of the students' final grade in the course. The following EOCEP courses are offered at GBMS: Algebra I. Upon successful completion of the courses, students will receive high school credits for the courses.

PSAT: The Preliminary Scholastic Aptitude Test (PSAT) is similar to the SAT and eighth graders are encouraged to take this test. Eighth grade PSAT scores are used to determine Junior Scholars. This test is scheduled to be given at GBMS in October.

SC-ALT: The South Carolina Alternate Assessment is an assessment for students with significant cognitive disabilities who are assessed against alternate achievement standards as they are unable to participate in the general assessment program even with appropriate accommodations.

SC Ready: The South Carolina College-and Career-Ready Assessment (SC Ready) is a statewide assessment administered to all students in grades three through eight. SC Ready includes summative assessments in English language arts (ELA) and mathematics.

Media Center & Information Technology

Media Specialist: Heather Peters

Policies and Procedures

- Students may check out up to 5 books at a time.
- Students with overdue books cannot check out another book until overdue items are returned. Teachers and students may place books on hold or reserve.
- Students coming to the media center should be coming to check out books, read quietly, or to do assigned research.
- Teachers may send students in groups of 5 or less. All student names must be on the pass.
- Students coming to the media center must have a PASS signed by a teacher; no passes are accepted from substitutes.
- Students entering the media center must have the time they left class on their pass and place the pass on the checkout counter.
- Students leaving the media center must have their pass signed along with the time of departure on their pass as they leave.
- Printing: \$.10 per page for printing-black and white. Color copies start at 50 cents.

Copyright Policy

- Photocopying consumable materials such as workbooks is not allowed. Use caution when photocopying copyrighted materials.
- Videos may be shown for an educational purpose only and must be pertinent to the subject being taught. They cannot be used for rewards, incentives, or entertainment, and should not be used for emergency lesson plans. Students must stay in class if you are showing a video.
- Only legally obtained videos can be used (i.e., nothing recorded at home can be used without prior approval).
- Videos may be shown only with the approval of the department head and principal. It must be part of face-to-face instruction. It must be documented in your lesson plans and must support the goals and objectives of that lesson.
- Computer software cannot be loaded into multiple units unless it was purchased with a multi user license for that purpose.
- Using copyrighted materials in PowerPoint presentations follow specific limits. Please see the media specialist for more information about these issues.
- Teachers and students are advised to exercise caution in using digital materials downloaded from the Internet for their own projects. Emailing a site's webmaster is a good way to seek permission for use. Samples of email requests are available from your media specialist. Remember to save a record of your email correspondence

Internet Policy

All students must sign the Acceptable Use Policy (AUP) in order to have access to the internet. Parents may fill out a request form if they do not want their child to use the internet. Students may only use the Internet for an educational purpose connected to a classroom assignment. Students can only use their school issued email address. Accessing obscene materials or pornography sites is prohibited. Violations of the policy could result in loss of Internet privileges and a discipline referral. Internet blocking software has been activated. The principal should be notified of sites to block or unblock. All faculty and staff are required to report any AUP violations by students to the administration.

Online Resources

SC DISCUS – magazine database, electronic encyclopedias, SIRS databases, other resources

SC Junior Book Award

- Students read at least three of the books nominated for the SCJBA.
- Students vote for their favorite book; ballots are provided by the media specialist. Votes are tallied and sent in to the state committee

General School Procedures

General Signs/Posters

No signs or posters may be put on hallway walls without approval from the administration. Off limit areas include the front hallways, all glass doors, and gymnasium walls.

Substitute Teachers

A substitute teacher has the same authority as a regular classroom teacher. Students must accept responsibility for cooperating with a substitute teacher. Substitute teachers are not permitted to send students to the Media Center.

Textbooks

Textbooks will be issued to students at the beginning of the year. Students who lose textbooks will be responsible for submitting the replacement cost of lost books (payable to the bookkeeper only) prior to receiving a new book. Textbook prices may be obtained from the textbook coordinator.

Transitions

In cases where students transition to another class, students will report directly to their intended destination.

Trash

Maintaining a clean school is everyone's responsibility. Students are expected to clean up after themselves. Disciplinary action may result in failure to comply.

Trespassing

According to state law, a person is subject to arrest for going onto school property other than his own without permission. A visitor without a pass will be asked to leave the campus and a trespassing warrant may be issued.

Tampering with Emergency Equipment

It is considered a serious and unlawful criminal offense to tamper in any way, shape, or form with the firefighting or emergency equipment. Students found to be tampering with these devices, including surveillance equipment will be disciplined accordingly and turned over to the Barnwell County Sheriff's Department for criminal prosecution.

Teachers and Staff

Teachers and Administrators stand in the place of parents during the time that students are under their supervision. Teachers have the responsibility and authority to maintain proper supervision in the classrooms and in the school at large. Students are not to argue about or refuse to follow instructions given to them by teachers or administrators.

Supervision of Students: Normal school operating hours are 7:25 - 4:00 PM. Supervision of students begins at 7:25 AM and continues until students are dismissed each day. Students involved in afterschool activities should report to their assigned/designated areas immediately following dismissal from school/class. Any student not in a supervised activity or designated area will be considered loitering and disciplined accordingly.

Photograph Release

Parents and/or eligible students have the right to deny schools from releasing student directory information, including photographs. See Family Education Rights and Privacy Act.

Pledge of Allegiance

All students are asked to demonstrate respect by standing during the Pledge of Allegiance. Verbal participation is optional.

Publications

No publications may be produced or distributed unless approved by the Principal.

Late Buses

An announcement will be made if a bus arrives on campus after 7:45 a.m. Students will be admitted to class upon arrival.

Locks and Lockers

Until further notice, students will not be issued lockers.

Lost and Found

Items found on school campus are to be turned in to the main office. Students may come to the main office to retrieve their possessions. The school cannot assume financial responsibility for lost or stolen items. Unclaimed items will be donated to charitable organizations.

Hall Passes

A student must have an official hall pass any time he/she is outside the classroom during class time. The pass must indicate the student's name, date, time, destination, and it must be signed by the teacher. Note: Students should not be in the halls during instructional time unless it is an extreme emergency.

Food/Drink

Students are permitted to bring breakfast and/or lunch items from home. However, during the 24-25 school year, GBMS will not be accepting food deliveries for students. Personal water bottles are permitted but are subject to inspection at any time by faculty, staff, or administration. Detention/ISS will be assigned for students not complying.

Classroom Procedures

Students are expected to follow the classroom procedures and guidelines provided by each teacher. Bottled water is permitted. Personal water bottles are permitted but are subject to inspection at any time by faculty, staff, or administration. Detention/ISS will be assigned for students not complying.

Breakfast/Lunch Procedures

- Breakfast will be served in the cafeteria.
- Students will be asked to clean up their area and workspace after meals. This will be a common cafeteria procedure. This includes providing alcohol wipes to students for clean-up.
- All students will eat breakfast in the cafeteria from 7:25 am to 7:45 am.
- Students may bring breakfast or lunch items to school with them. GBMS will not be accepting food deliveries for students.
- The Community Eligibility Provision is a provision from the Healthy, Hunger-Free Kids Act of 2010. This provision allows schools and local educational agencies with high poverty rates to provide free breakfast and lunch to students. Therefore, all students will be permitted to eat breakfast and lunch at no charge.

Announcements

Announcements are communicated to the students twice daily (morning and afternoon). Announcements will be made near the end of first period and at the end of the day prior to dismissal. During announcements, students should refrain from talking in classes and remain in their seats until the announcements are completed.

Student Conduct

GBMS recognizes its responsibility to prepare students for high school. We believe that effective learning is not possible without an environment that is safe, respectful, and responsible. We are committed to establishing an environment that is conducive to learning, while protecting the individual rights and responsibilities of all. All students are expected to follow the rules established by Barnwell County School District and Guinyard-Butler Middle School.

Electronic Equipment

Apple Watches, Smart Watches, radios, headphones, digital cameras, regular cameras, video cameras, electronic games, etc., are prohibited on campus during school hours. These items may be confiscated and turned in to an administrator until a parent picks them up. The school will not be responsible for the security of confiscated items. School policy dictates that pagers, cell phones and other paging devices will be confiscated if they are a disruption to the classroom/school environment.

Other Prohibited Electronic Items

In addition to other items listed in the Electronic Section, the following is prohibited:

- I-Pods/I-Pads/Personal computers
- Cigarettes
- Electronic smoking devices such as e-cigarettes, e-cigar, e-pipe, vape pen, Vapor Product, or e-hookah (any device that delivers any aerosolized or vaporized substance including E-Liquid)
- Lighters
- Laser pointers
- Skateboards
- Any items deemed inappropriate are not allowed on school grounds.

These items will be confiscated and violators could be assigned to ISS/OSS. See Electronic Equipment.

Searches (Policy JIH)

Pursuant to district policy JIH and in order to enhance security in the schools and prevent students from violating board policies, school rules and state laws, administrators are authorized to conduct reasonable searches according to the procedures outlined herein. School administrators may search any person on the campus of GBMS with reasonable suspicion. In conducting such searches, school officials will make every effort to protect the privacy interests of individuals. The use of a trained canine to search for controlled substances in schools will be on a random, unannounced basis.

As provided by S.C. Law 59-63-1110, anyone (student, parent, staff member, or visitor) who comes onto the GBMS campus is deemed to have consented to a search of his/her property. This includes any vehicle brought onto campus. GBMS property is under the jurisdiction of the Barnwell County Sheriff's Office/Department.

Student Code of Conduct



Student Code of Conduct

Middle School (6th – 8th)

Pursuant to district policy JICDA-R, the student code of conduct is a list of disciplinary infractions and the consequences for students who violate these infractions. Disciplinary actions will include appropriate hearings and review, and the removal of a student from the learning environment will occur only for just cause and in accordance with due process of law. The following rules, regulations, and due process procedures are designed to protect all members of the educational community in the exercise of their rights and responsibilities. These rules apply to any student under the following conditions:

- On the school or district property;
- Who is in attendance at school or any school-sponsored activity whether on or off school grounds;
- Who is en-route to and from school on a school bus or other district vehicle;
- Whose conduct at any time or in any place has a direct effect on maintaining order and discipline in the schools and school district.

The following code of conduct will be applied to school and school-related activities. *School administration reserves the right to modify any consequence of a rule violation when the change is deemed appropriate and necessary.* The principal or designee may reduce the penalty where there is a finding of mitigating circumstances.

Consequences

The following list of consequences may be utilized to address violations of the student code of conduct.

CONSEQUENCE	ABBREVIATION
Contact Parent	CP
Warning	W
Detention	D
In-School Suspension	ISS
Out-of-School Suspension	OSS
Recommendation for Expulsion	RE

A '+' APPENDED TO THE CONSEQUENCE INDICATES THAT MULTIPLE DAYS CAN BE ADMINISTERED FOR THE CORRESPONDING INFRACTION. FOR EXAMPLE, ISS+ INDICATES THAT A STUDENT WILL SERVE AT LEAST ONE DAY OF ISS.

Consequence Formula

Referral Count × Nature of Offense = Disciplinary Consequences

The more previous office discipline referrals a student acquires multiplied times the seriousness of the present infraction equates to more severe consequences.

Classroom Managed Behaviors

Classroom managed behaviors are those which adversely affect a student's educational progress. Classroom/Teacher Managed infractions should be handled by the classroom teacher and are not processed through a formal referral for disciplinary actions from administration. However, these infractions are documented by the teacher. Cases of multiple or chronic offenses may require administrative/guidance action (assistance) and referral for interventions.



Student Code of Conduct

Middle School (6th – 8th)

INFRACTION		
Dishonesty	ID Violation	Inappropriate Language
Disrupting Class	Improper Use of Technology	Inappropriate Materials
Dress Code Violation	Inappropriate Affection	Tardy – See Tardy Policy
Failure to Complete Work	Inappropriate Behavior	Unauthorized Area Violation

Level One – Disruptive Conduct

Disruptive Conduct (Level one) is any behavior which adversely affects a student’s educational progress.

INFRACTION	CONSEQUENCES			
	OFFENSE 1	OFFENSE 2	OFFENSE 3	OFFENSE 3+
Cellular Device Violation – See Cellular Device Policy	ISS	ISS+	OSS	OSS+
Cheating	ISS	ISS+	OSS	OSS+
Cutting Activity/Class	ISS	ISS+	OSS	OSS+
Detention Violation	ISS	ISS+	ISS+	OSS
Dishonesty (Chronic)	ISS	ISS+	OSS	OSS+
Disrespect	ISS	ISS+	OSS	OSS+
Disrupting Class (Chronic)	D	ISS	ISS+	OSS+
Distribution/Sale of Unauthorized Materials	W / CP	D	ISS	OSS+
Dress Code Violation	W / CP	D	ISS	OSS+
Electronic Device Violation	W / CP	D	ISS	OSS+
Gambling	D	ISS	ISS+	OSS+
Horseplay (minor)	ISS	ISS+	OSS	OSS+
Inappropriate Affection (Chronic)	D	ISS	ISS+	OSS+
Inappropriate Physical Contact	D	ISS	ISS+	OSS+
Leaving Class	ISS	ISS+	OSS	OSS+
Loitering	D	ISS	OSS	OSS+
Obscene Gesture (Indirect)	ISS	ISS+	OSS	OSS+
Profanity (Indirect)	ISS	ISS+	OSS	OSS+
Property Misuse	ISS	ISS+	OSS	OSS+
Refusal to Obey	ISS	ISS+	OSS	OSS+
Tardy – See Tardy Policy	D	D+	ISS	ISS+
Unauthorized Area Violation	D	ISS	ISS+	OSS+

PLEASE NOTE THIS IS NOT AN EXHAUSTIVE LIST OF MISCONDUCT INFRACTIONS.



Student Code of Conduct

Middle School (6th – 8th)

Level Two – Disruptive Conduct

Disruptive Conduct (Level Two) is any behavior which significantly disturbs the positive learning environment and/or endangers the health or safety of oneself or others.

INFRACTION	CONSEQUENCES			
	OFFENSE 1	OFFENSE 2	OFFENSE 3	OFFENSE 3+
Bullying	OSS	OSS+	OSS+	OSS+ and RE
Computer Violation-Noncriminal	OSS	OSS+	OSS+	OSS+ and RE
Confrontation/Altercation	OSS+	OSS+	OSS+ or RE	OSS+ and RE
Contraband	OSS+	OSS+	OSS+	OSS+ and RE
Disrespect	OSS	OSS+	OSS+	OSS+ and RE
Fighting	OSS+	OSS+ or RE	OSS+ and RE	OSS+ and RE
Fireworks	OSS+	OSS+ or RE	OSS+ and RE	OSS+ and RE
Forgery	OSS	OSS+	OSS+	OSS+ and RE
Harassment	OSS	OSS+	OSS+	OSS+ and RE
Hick/Kick/Push	OSS	OSS+	OSS+	OSS+ and RE
Inciting a Fight	OSS+	OSS+ or RE	OSS+ and RE	OSS+ and RE
Major Disruption	OSS+	OSS+ or RE	OSS+ and RE	OSS+ and RE
Obscene Gesture (Direct)	OSS	OSS+	OSS+	OSS+ and RE
Pornography – Not Criminal	OSS	OSS+	OSS+ or RE	OSS+ and RE
Possession or Use of Unauthorized Substances	OSS	OSS+	OSS+	OSS+ and RE
Profanity	OSS	OSS+	OSS+	OSS+ and RE
Refusal to Obey	OSS	OSS+	OSS+	OSS+ and RE
Sexual Offense-Non Forced	OSS+	OSS+ or RE	OSS+ and RE	OSS+ and RE
Sexual Violation	OSS+	OSS+ or RE	OSS+ and RE	OSS+ and RE
Slap Boxing	OSS+	OSS+ or RE	OSS+ and RE	OSS+ and RE
Stolen Property	OSS	OSS+	OSS+	OSS+ and RE
Theft/Larceny	OSS	OSS+	OSS+	OSS+ and RE
Tobacco Violation (cigarettes, vapes, chewing tobacco, etc.)	OSS+	OSS+	OSS+ and RE	OSS+ and RE
Trespassing	OSS	OSS+	OSS+	OSS+ and RE
Vandalism	OSS	OSS+	OSS+	OSS+ and RE
Miscellaneous Weapons	OSS	OSS+	OSS+	OSS+ and RE

BETWEEN 5 AND 10 DAYS OF OSS MAY BE ASSIGNED FOR FIGHTING ALONG WITH CRIMINAL CHARGES. PLEASE NOTE THIS IS NOT AN EXHAUSTIVE LIST OF MISCONDUCT INFRACTIONS.



Student Code of Conduct

Middle School (6th – 8th)

Level Three – Criminal Conduct

Criminal Conduct (Level Three) is any behavior which significantly disrupts the learning environment or poses a direct and serious threat to the safety of oneself or others.

INFRACTION		
Arson	Cyberbullying	Intimidation
Assault, Aggravated	Disturbing School	Other Offenses
Assault by Mob	Drug Distribution	Pornography – Student or Minor
Assault, Simple	Possession of Alcohol or a Controlled Substance	Sexual Harassment
Bomb Threat	Fire Alarm	Sexual Offense – Forced
Bullying	Gang Activity	Under the Influence of Alcohol or a Controlled Substance
Burglary	Indecent Exposure	Vandalism (Severe)
Computer Violation – Criminal		Weapons
CONSEQUENCES		
OSS 5-10 Days	Expulsion Recommendation	Referral to Law Enforcement

PLEASE NOTE THIS IS NOT AN EXHAUSTIVE LIST OF CRIMINAL MISCONDUCT INFRACTIONS. OTHER INFRACTIONS WHICH VIOLATE STATE AND FEDERAL LAWS MAY FALL INTO THIS CATEGORY.

- Discipline procedures will include parent contact and when necessary a parent conference.
- Administrative discretion can be exercised regarding violations and consequences.
- Law enforcement will be involved as warranted.
- South Carolina law regarding possession/use of weapon(s) will be applied.
- All students are expected to demonstrate integrity, civility, responsibility and self-control. This expectation is directly related to the board's educational objectives for students to learn to be responsible for and accept the consequences of their behavior and for students to respect cultural diversity and ideological differences.
- While this document is intended to provide notice to students and parents of general expectations for behavior and consequences for misconduct, it must be understood that discretion will have to be used in dealing with a wide range in age and maturity of students, and that consideration must be given to the seriousness of the infraction(s) when determining the severity of the consequences. Other inappropriate behavior not covered in this document will be dealt with by the principal and/or designee. The principal and/or designee may impose the consequences listed in the order listed for successive incidents and apply the most severe consequences listed or a lower level of consequences.



Student Code of Conduct

Middle School (6th – 8th)

- Use of community service/work may be utilized by school personnel when dealing with Level One and Two violations. Community service/work may be used in conjunction with discipline consequences or used to reduce discipline consequences.

Bullying

The goal of Guinyard Butler Middle School is to provide a safe and civil environment for students to learn and achieve high academic standards. Harassment, intimidation and bullying, like other disruptive or violent behaviors that disrupt both a student's ability to learn and a school's ability to educate its students in a safe environment, will not be tolerated. GBMS recognizes that students learn by example, therefore school administrators, faculty, staff and volunteers will demonstrate appropriate behavior by treating others with civility and respect and refusing to tolerate bullying.

Guinyard Butler Middle School Definition of Bullying:

'Harassment, intimidation, or bullying' means a gesture, an electronic communication, or a written, verbal, physical, or other act that is reasonably perceived to have the effect of:

1. 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; or
2. insulting or demeaning a student or group of students causing substantial disruption in, or substantial interference with, the orderly operation of the school.

'School' means 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 child. A person may not engage in:

1. harassment, intimidation, or bullying; or
2. reprisal, retaliation, or false accusation against a victim, witness, or one with reliable information about an act of harassment, intimidation, or bullying.

A school employee, student, or volunteer who witnesses, or has reliable information that a student has been subject to harassment, intimidation, or bullying shall report the incident to the appropriate school official.

Criminal Behavior

Criminal or other illegal behavior is prohibited. Any student the principal reasonably believes to have engaged in criminal behavior on the school premises or at school activities will be subject to appropriate disciplinary action as stated in applicable Board policies and may be criminally prosecuted as well.

The principal must immediately report to law enforcement officers and the Superintendent the following criminal behavior that occurs on school grounds, regardless of age or grade of the perpetrator or victim: assault resulting in serious personal injury; sexual assault; sexual offense; rape; kidnapping; indecent liberties with a minor; assault involving the use of a weapon; possession of a firearm in violation of the law; possession of a weapon in violation of the law; possession of a controlled substance in violation of the law; assault on school officials, employees and/or volunteers; homicide, including murder, manslaughter and death by vehicle; robbery; or armed robbery.

School officials will cooperate fully with any criminal investigation and prosecution. Any criminal behavior that also violates school rules or Board Policy will be investigated independently from the criminal investigation and appropriate disciplinary action from the school will be taken.

School administrators have the authority to conduct reasonable searches and seize materials in accordance with Board Policy for the purpose of maintaining a safe, orderly environment and for upholding standards of conduct established by Barnwell County School District or the school.

Drug and Alcohol Use by Students (Policy JICH)

Purpose: To establish the basic structure for the Board's prohibition of student drug and alcohol use. Unauthorized or illegal drugs and alcohol are a threat to safe and orderly schools and will not be tolerated. Students are prohibited from possessing, using, transmitting, selling or being under the influence of any illegal substance or any alcoholic beverage, malt beverage or fortified wine; or other intoxicating liquor; narcotic drugs; hallucinogenic drugs; amphetamines; barbiturates; marijuana or any other controlled substance; any chemicals or products with the intention of bringing about a state of exhilaration or euphoria or of otherwise altering the student's mood or behavior. Students also are prohibited from possessing, using, transmitting or selling drug paraphernalia or counterfeit (fake) drugs in the following circumstances.

- On school property (including buildings, grounds, and vehicles)
- At any school-sponsored activity, function or event, whether on or off school grounds (including any place where an interscholastic athletic contest is taking place)
- In route to or from, or during any field trip
- During any trip or activity sponsored by the board or under the supervision of the board or its authorized agents.

In determining whether a student is under the influence of alcohol or a controlled substance, the student's appearance, manner and any statements made by the student may be considered without regard to the amount of alcohol/controlled substance consumed. No student will aid, abet, assist or conceal the possession, consumption, purchase or distribution of any controlled substance or alcoholic beverage by any other student or students in any of the circumstances listed above. No student will possess, market, or distribute any substance, which is represented to be, or which is substantially similar in color, shape, size or markings to a controlled substance or to an alcoholic beverage in any of the circumstances listed above. All principals will cooperate fully with law enforcement agencies and will report to them all information that would be considered pertinent or beneficial in their efforts to stop the sale, possession and use of controlled substances. The administration will suspend students who violate this policy and recommend expulsion. The Board has a zero tolerance for alcohol or controlled substances on and around school grounds and at school sponsored activities. The Board intends to expel all students involved in these illegal activities and may, under circumstances it deems appropriate, permanently expel students involved in drug/alcohol offenses. All students who are expelled for a violation of this policy will be required to enroll in and successfully complete a drug/alcohol rehabilitation program approved by the school district as a condition of their readmission to school.

Gangs and Gang-Related Activity (Policy JICF)

Barnwell County School District Administration will maintain conditions on school property and at school-sponsored events in order to ensure as safe an environment as possible for students and staff in accordance with law and the standards set by the Barnwell County School District Board of Trustees. In establishing such standards, the school prohibits the presence and activities of gangs on or near school property and at school-sponsored events. The school defines a gang as any

non-school sponsored group, possibly of secret and/or exclusive membership, whose purpose or practices include the commission of illegal acts, the violation of school rules, the establishment of territory or “turf,” or any other action, which threatens the safety, or welfare of others. In prohibiting the presence and activities of gangs, the school makes the following findings:

1. Gangs which initiate or advocate activities which threaten the safety and well-being of persons or their possessions anywhere on or near school property or at school-sponsored events are harmful to the educational purposes of the school.
2. Gang incidents involving recruitment, initiation, hazing, wearing of colors or other gang indicators, threats and intimidation, fighting or establishment of “turf or territory” on school property or at any school-sponsored event are likely to cause intimidation or fear, bodily danger, physical harm, or personal or disgrace resulting in physical and mental harm to students.
3. The use of hand signals and the presence of any apparel, jewelry, accessory, book or manner or grooming which, by virtue of its color, arrangement, trademark, symbol or any other attribute, denotes membership in a gang creates a clear and present danger of the commission of unlawful acts on school premises, the violation of school regulations, or the substantial disruption of the orderly operation of the school and is prohibited. In determining whether or not a student is in violation of the prohibition on the wearing/display of a gang-related item, the school will maintain an example of potential gang indicators including symbols, hand signals, graffiti, and clothing/accessories. In providing these examples for students and parents, the school acknowledges that not all potential gang indicators actually connote actual membership in a gang.
4. If the school determines that a student has initiated or participated in a gang or a secret society as stipulated above, that student will be disciplined in a manner which may include, but will not be limited to, detention, removal from extracurricular activities, suspension and/or expulsion, and referral to law enforcement, dependent upon the circumstances of the particular offense. The school also reserves the right to prohibit any student from wearing/displaying any article of clothing or accessory, which the school has determined to be a gang indicator.

Habitual Disciplinary Offenses

In the event a student is placed on strict probation, any further disciplinary referrals would result in immediate recommendation for expulsion. In extreme cases students may be recommended for expulsion automatically.

- Students assigned lunch detention by the teacher should report to the area designated by the teacher.
- Failure to report to lunch detention will result in an In School Suspension. • Any student placed in detention more than three occasions per nine weeks may be subject to out of school or in school suspension.
- Any student who has been suspended will not be allowed to attend any GBMS extracurricular activity unless they have the approval of the sponsoring staff member and principal attending.
- Any student who has been disciplined more than twice because of conflicts involved in threats of verbal or physical violence will be required to obtain professional counseling and may be recommended for expulsion.

Threatening Acts

Students are prohibited from directing toward any other person any language, sign or act which threatens force, violence, or disruption, including the taking or attempting to take anything of value from the care, custody or control of another person or persons, by force, threat of force, or violence, or by putting the victim in fear. This includes but is not limited to any behavior resulting in a felony conviction on weapons, drug, assault, or other charges that compromises the safety of other persons. The principal will determine the seriousness of the act. Consequence Range: Detention – Expulsion

- Severe violation of this policy may result in long-term suspension or expulsion

Cellular Phones (Policy JICJ)

Cellular phones and other devices (telecommunications devices that emit an audible signal, vibrate, display a message, or otherwise summon or deliver a communication to the possessor) owned by adolescents has proliferated in recent years. To prevent disruption of the learning environment and to prevent using the messaging functions to cheat during exams, or violate the privacy rights of students who are minors, students are not allowed to have cellular devices in their possession or on their person between the hours of 7:00am and 3:00pm. Prior to a student entering the building, his or her cellular devices must be turned off. Once a student enters the building, his or her cellular device must be secured in their book bag or other bag. Cellular devices should not be kept in any other place, this includes pockets. If a student is found in possession of a cellular device between 7:00am and 3:00pm the phone will be confiscated and the student will be disciplined according to policy. While on school buses, cellular devices are to be turned off and stored out of sight, in pockets, bags, backpacks, etc. All cellular devices will be confiscated, including devices discovered during searches of reasonable suspicion. Cheating is not the only problem cellular devices present. Students also use them to carry on conversations with persons against the will of their parents, take photos, sometimes of people who don't know their picture is being taken and believe they are alone, in locker room showers or rest rooms. News reports have shown that cellular devices with built-in cameras, as well as other electronic devices with photographing capabilities (camera devices), are being used for unethical and illegal purposes. These purposes have included cheating on tests and taking and distributing unauthorized photographs of other people. When someone takes pictures of others without their permission, he/she risks invasion of privacy and harassment lawsuits. The individual also may face criminal prosecution. These devices also can be used to reproduce copyrighted material, so their misuse can lead to penalties under federal copyright laws. To address these concerns, in addition to our existing guidelines on the use of electronic devices on school grounds and at school-sponsored activities, the following guidelines apply to possession and use of cellular devices. Students are to go to the office to make emergency phone calls home. In cases of emergency, parents are asked to call the school office. School office personnel are proficient at relaying messages from parents to students during announcement times only. Emergency phone calls can always be made in the main office during school hours; so cellular devices are not needed during school hours. Cellular devices must be in a book bag or other bag ONLY between the hours of 7:00am and 3:00pm while students have access to phones in the school office. Students who willfully violate the provisions of the cellular device policy on the first offense will have their device confiscated. After disciplinary consequences have been served, parents must sign a contract when the cellular device is returned to them stating:

"I am aware of the laws and policies regarding cellular devices on the Guinyard - Butler Middle School campus. Upon the 1st violation, my child will be able to pick their cell phone up from the office. However, after the 1st violation, my child's cellular device cellular phone / electronic device will be returned to a parent and / or guardian. Each time it is confiscated after the 1st violation a parent /and or guardian will be responsible for coming to the school to retrieve the device. I understand that consequences will be assigned based on the infractions.

While on campus of Guinyard-Butler Middle School, students are expected to have their cell phones and/or other electronic devices (headphones, earbuds, etc.) turned off and stored out of sight between the hours of 7:00am and 3:00pm unless given specific permission to use the device. Students found with their electronic devices in plain sight or found in use of these devices while on campus will have them confiscated by school personnel. The consequences of violating the cell phone policy is as follows:

- 1st violation of the Electronic Device Policy will result in 1 **period** of ISS and the device will be returned at the end of the day to the student.
- 2nd violation of the Electronic Device Policy will result in 1 **day** of ISS and the device will be returned to a parent and/or guardian.
- All additional violations of the Electronic Device Policy will result in 1 day **OSS**. The device will be returned to a parent and/or guardian.
- Students who fail to submit their electronic device upon request by school personnel will be subject to additional discipline including **OSS**.

Computer Use/Internet Access

All students have access to networked programs and the Internet. When using school computers, all students are expected to abide by the school and district's Acceptable Use Policy (AUP). General school and district rules for behavior and communications apply. The administrator of the local and wide area networks may review files and communications to maintain system integrity and ensure that users are using the system responsibly. Users should have no expectations of privacy in their electronic files stored on Barnwell County School District servers. Access to the Internet is provided for students to conduct educational research. The district has purchased software for Internet content filtering, which allows students to explore the Internet in relative safety. During school, teachers will guide students toward appropriate materials. Outside of school, families bear the same responsibility for such guidance as they exercise with other information sources such as television, telephones, radio and movies. This document sets forth the rights and responsibilities for students under the districts' Internet safe and responsible use policy and regulations. Parents, if you do not wish for your child to have access to internet resources, please fill out the Denial of Student Use of Internet Resources form and submit it to GBMS. You may get a copy of this form from the main office.

The district Internet system has been established for a limited educational purpose. The term "educational purpose" includes classroom activities, continuing education, professional or career development and high-quality, educationally enriching personal research.

The district Internet system has not been established as a public access service or a public forum. The district has the right to place reasonable restrictions on the material you access or post through the system. Students are also expected to follow the rules set forth in this policy, the student disciplinary code and the law in your use of the district Internet system.

Students may not use the district Internet system for commercial purposes. This means you may not offer, provide, or purchase products or services through the district Internet system. Students may not use the district Internet system for political lobbying.

The school's computer resources are for educational purposes, which include:

- Classroom activities directed by the teacher (e.g., Internet research for a specific topic)
- Limited self-discovery activities (e.g., researching automobiles while in the media center or lab).
- Creation of educational materials (e.g., creating a Word document for a class assignment).

Users may not:

- Access Internet sites that display offensive pictures or messages (e.g., some sites about automobiles, sports or entertainment, may display near nudity). Viewing such pages in a school setting is not acceptable.
- Download software or executable programs from the Internet (e.g., AOL messenger is an executable program).
- Download from the Internet any file that is not directly related to instruction (e.g., music or video files, pictures not related to schoolwork).
- Use school computers for commercial purposes (e.g., using school computers to create Web pages for someone else who then pays you for your work).
- Use school computers to harass, insult or attack others.
- Use obscene or defamatory language on the computer.
- Waste computer resources (e.g., printing the same document multiple times, saving large graphics files to your space on the network, "hogging" computer workstations for personal exploration or other non-educational use).
- Play computer games. More specifically, computer games found on the computer, such as FreeCell, or Solitaire, or on the Internet, are not permitted. You may play a game that is specifically designed or designated for instructional purposes if your teacher has identified it in his/her lesson plans and is supervising you in the use of the game.
- Use another person's ID and password to log into a computer (e.g., you have forgotten your password and your friend lets you log in using his ID and password).
- Use a teacher's login credentials (i.e., never use a teacher's login as this violation can get you suspended and possibly expelled).
- Use the Internet to give out his/her name, address or phone number.
- Engage in any conduct related to instruction that teachers or administrators deem inappropriate.
- Bypassing the login process to get to the computer desktop (e.g., not click "workstation only" when you log into a computer).
- Tamper with computer's hardware or peripherals (e.g., disconnecting cables or peripherals, such as keyboard, mouse, and monitor or tampering with keys on keyboard).
- Violate the privacy of others' files or violate copyright (e.g., viewing or tampering with files stored in Shared Folders that belong to another user, copying licensed software from one computer to another, copying a paper found on the Internet or other online resources and submitting it as your own, failing to cite the source of a picture, graphic or chart that you found on the Internet and used in a PowerPoint presentation).
- Use the device to take pictures of students, teachers, or any other person without permission.

Violation of these policies may result in an out-of-school suspension and usage may be revoked.

Dress Code (Policy JICA)

All students are expected to dress in a manner that commands respect and is representative of the high expectations of Guinyard Butler Middle School. Appropriate school dress, personal appearance, and cleanliness are expected of all students who attend GBMS. Barnwell County School District has established a basic structure for determining appropriate dress standards for students. Clothing should not be so immodest or inappropriate to the school setting as to disrupt the educational process. Therefore, the district will not permit clothing deemed distracting, revealing, overly suggestive or otherwise disruptive.

This includes (but is not limited to):

- bare midriffs, halter/tank tops, spaghetti straps and see-through shirts, tops, pants, leggings or blouses.
- The district will not permit clothing that displays vulgar, obscene or otherwise inappropriate symbols, language or wording.
- The district will not permit clothing or accessories (i.e., book bags, jewelry, hats, etc.) that display or make reference to alcohol, tobacco or illegal substances. Students may not wear or display gang attire, colors or symbols on clothing or accessories.
- Under most conditions, students may not wear bandanas, hats, head stockings or hoodies while on campus or attending school sponsored events or activities.
- Students must wear proper shoes at all times. Open toed shoes may not be appropriate for all school activities.
- During the regular school day, students' athletic attire, such as tennis, track, cheerleading outfits, etc., must conform to all other regulations of the dress code. Students may not wear accessories/clothing that could pose a safety threat including heavy chains, fish hooks, multi-finger rings, studded bracelets or collars, nose or lip-to ear chains, etc.
- The district does not allow unusual body piercings or accessories that disrupt the order of school or that disturb the learning environment.
- Students may not wear overly tight or short skirts, shorts, skorts, or dresses. The district does not allow bike shorts unless worn under another pair of shorts. Students are not to wear pajamas or bedroom shoes. Any shorts or pants should not have holes above the knee. Age-appropriate lengths determined for GBMS is 2 inches above the knee.
- Students must wear pants at the natural waistline. Undergarments should not show and should not be worn outside of clothing.

Each school's administrators make the final judgment on appropriateness of any student's dress and reserve the right to prohibit any clothing/accessory disruptive to the school.

Students may not continue to attend class wearing inappropriate clothing. Neither parents nor students will place the burden of enforcing the dress code solely on the school. Parents and students are expected to comply to ensure that a comfortable, safe, and non-confrontational environment is provided for all students.

1. **ADMINISTRATION RESERVES THE RIGHT TO SEND ANY STUDENT HOME THAT IS NOT PROPERLY ATTIRED.**
2. **ADMINISTRATION RESERVES THE RIGHT TO HAVE A STUDENT CALL HOME FOR A CHANGE OF CLOTHES.**

Dress Code Disciplinary Consequences	
Offense	Consequences
1 st Offense	Change or Adjustment of Inappropriate Clothing.
Additional Offenses	Change or Adjustment of Inappropriate Clothing, Detention.

Handbook Verification Form

All students will be required to review the GBMS Student/Parent Handbook with parents and submit a signed Handbook Verification Form. All Handbook Verification Forms will be filed in the main office.

Harassment (Policy JIAA)

Sexual or verbal harassment should be reported to an administrator immediately. Proper disciplinary action will be taken. Individuals will also be turned over to the appropriate law enforcement agency for criminal prosecution if warranted.

Hazing (Policy JICFA)

Pursuant to state law, hazing is defined as “the wrongful striking, laying open hand upon, threatening with violence or offering to do bodily harm by a superior student to a subordinate student with intent to punish or injure the subordinate student, or other unauthorized treatment by the superior student of a tyrannical, abusive, shameful, insulting or humiliating nature.” Any student, who is found to have engaged, planned, directed, encouraged or assisted in hazing will be subject to disciplinary action.

Individuals will also be turned over to the appropriate law enforcement agency for criminal prosecution.

Horseplay

Students are not permitted to run, push, shove, strike, or slap another student. Students are expected to keep their hands and feet to themselves. Disciplinary consequences will be administered to students in violation.

ID Badge Policy

It is Barnwell County School District Board policy that all students and employees wear a district- issued badge. These photographic identification badges will be made and issued at the beginning of the school year.

District-issued badges provide the student with identification that may be used to board the bus, check out library books, and provide identification to staff members. Students must show their district issued badge to staff members immediately upon request.

All students must wear a district-issued badge when on school grounds. These badges should never be tucked in pockets or inside of their clothing. Students are not permitted to cover their picture or deface the badge in any way. Students may be assigned to lunch detention if their district issued badge is not clearly visible, properly worn, or altered. District-issued badges are the property of GBMS and are subject to periodic inspection by school administrators without student consent. All students are issued one free district-issued badge each year. Students will be required to purchase another badge if theirs is destroyed or lost. Replacement cost for the permanent badge is \$8 each. Students who do not wear their badge to school will be issued a temporary badge at the cost of \$1 per temporary badge. Students who do not have a district-issued badge will not be able to ride the bus. Parents will have to provide transportation until a new district issued badge is paid for. Also, students with a temporary badge will be served lunch last to prevent disrupting the flow of the lunch line.

ID Badge Disciplinary Actions	
1 st Offense	Parent Contact
2 nd Offense	Parent Contact
3 rd Offense	Detention
4 th Offense	In School Suspension

In-School Suspension (ISS)

In-School Suspension is designated to accommodate students who have violated a provision of the Student Code of Conduct.

- Students are to report to ISS upon arrival at school.
- No electronic devices: cell phones, IPODS, IPads, MP3 players, or any other electronic devices allowed. Cell phones will be returned at the end of the day after successfully serving the assigned ISS.
- Students who miss any ISS time due to early dismissal, tardiness, absence (excused or unexcused), or emergency school closing will make-up the entire day missed on the day that they return to school lawfully.
- There will be no talking between students while in ISS.
- If you need the ISS teacher, you will raise your hand and wait to be recognized before talking.
- Resting your head in your hands or on the desk or table is not allowed. No sleeping.
- Students will be assigned a seat away from other students upon admission to ISS. This will be the students' assigned seat until otherwise notified. You may be required to move at any time deemed necessary by the ISS facilitator or administration.
- Students are to remain seated at all times and work on mandatory class assignments only.
- Students must bring all necessary materials and textbooks.
- Restroom breaks are provided periodically.
- No eating, drinking, or chewing gum allowed. Meals will be delivered to the ISS room.
- Violation of In-School Suspension rules can result in an immediate Out-of School Suspension or additional days of In School Suspension.

Destruction of Personal Property

Destruction or defacing personal property will require restitution to be paid in full by the student or students involved. Failure to do so, within reasonable time established by the principal will result in disciplinary consequences. Note: Disciplinary consequences and restitution will be assessed when destroying personal property.

Destruction of School Property

Destruction or defacing of school property (books, furniture, equipment, building, etc.) will require restitution to be paid in full by the student or students involved. Failure to do so, within reasonable time established by the principal will result in disciplinary consequences.

Disturbing Schools

According to S.C. Law 16-17-420, it shall be unlawful:

For any person willfully or unnecessarily (a) to interfere with or to disturb in any way or in any place the students or teachers of any school or college in this State, (b) to loiter about such school or college premises or (c) to act in an obnoxious manner therein;

Tobacco Policy (JICG)

The school/district does not permit the use or possession of any tobacco products or paraphernalia including, but not limited to, lighters, matches, cigarettes, cigars, pipes, bidis, kreteks, smokeless tobacco, snuff, electronic cigarettes (e-cigarettes), personal vaporizers or any electronic nicotine delivery system by all students within all district facilities; on school buses, vehicles and grounds; and at all district-sponsored events, whether on or off school grounds. The district does not permit the use of candy or other novelty items that “look like” tobacco products. Students who violate the tobacco policy are subject to consequences according to the student code of conduct, and items will be confiscated permanently.

Bus Transportation

School bus transportation is authorized only for students regularly enrolled in public school in grades K-12. This is a privilege rather than a right.

Specific student behavior expectations are established for the safe and efficient operation of the school district transportation system in accordance with state laws and regulations. Transportation is considered an extension of the regular school program and students who violate behavior expectations while riding a bus are subject to suspension from riding the bus and/or all other penalties established for misbehavior while students are on the school premises.

The transportation division of Barnwell County School District will do everything within its power to provide you with the best equipment, drivers, and the safest program possible. We ask for your

cooperation in making this possible. It is unlawful for any person to interfere with the operation of a school bus, either verbally or physically. Violation to such policy will be dealt with accordingly. The following is provided for your information and compliance.

Meeting the Bus:

Students must be on time and must meet the bus at the roadside when the bus arrives.

1. When approaching the bus stop, if students must walk along the highway, they should always walk on the left, on the shoulder facing traffic.
2. When crossing the highway, they should walk, not run.
3. Students should not run beside the bus, but should wait until it stops and then walk to the door.
4. Students must not bother or damage private property, or other students or motorists.
5. Students should meet the bus only at the bus stop to which they have been assigned.

On the Bus:

1. Passengers must wear the district assigned badge and scan it upon entering and exiting the bus.
2. Passengers will **NOT** be permitted to ride the bus without a district assigned badge. Parents will be responsible for providing transportation to and from school.
3. Passengers should go to their assigned seats, without crowding or pushing, and remain seated while the bus is in motion.
4. Passengers must never extend arms, legs, or head out of the bus.
5. Passengers should not talk to the driver while the bus is in motion, except in an emergency.
6. Passengers must never tamper with the emergency door or any other part of the bus equipment.
7. Passengers must not mark or deface the bus, and seat coverings must not be damaged in any manner. Any damage to the bus or seats should be reported by the passenger to the driver as soon as possible.
8. Only the driver or the authorized person should remove First Aid equipment, which is to be used only for emergency treatment.
9. Passengers must not tamper with the Fire Extinguisher, which is to be used only by the driver in an emergency.
10. Passengers are not permitted to open bus windows, unless given permission to do so.
11. Passengers must not fight or scuffle on the bus or create any disturbance. Highway traffic dangers necessitate optimum self-control by each bus passenger.
12. Passengers must not wave or shout to pedestrians or occupants of other vehicles and must not throw objects from the bus windows.
13. Books, lunch boxes or other objects should not be placed in the aisle of the bus.

Leaving the Bus on the School Grounds:

1. Passengers must remain on the assigned bus. Passengers are not permitted to exit the bus at another school or walk off the bus without permission from the driver.
2. Passengers must remain seated until the bus comes to a complete stop. They must never attempt to leave until the bus has come to a full stop and the door is opened to indicate that they may leave.
3. Passengers should leave in an orderly manner. Students in the front seats leave first.

4. Passengers must not loiter or play around the stopped or parked bus.
5. Passengers should not enter a restricted area set aside for bus parking or loading.

Bus Code of Conduct

The principal or assistant principal of a school has the authority to deny bus privileges to any student. The following actions will be taken for misbehavior on the bus:

Minor Offense Consequences

- 1st Offense: 3-day suspension from riding all school buses
- 2nd Offense: 5-day suspension from riding all school buses
- 3rd Offense: 10-day suspension from riding all school buses
- 4th Offense: Suspension from riding all school buses for remainder of school year

Major Offense Consequences

- 1st Offense: 5-day suspension from riding all school buses
- 2nd Offense: 10-day suspension from riding all school buses
- 3rd Offense: Suspension from riding all school buses for remainder of school year

Minor Offenses:

- Eating and/or drinking on the bus
- Making excessive noise
- Failure to sit properly in the bus seat
- Using profanity on the school bus while engaging in conversation with peers
- Refusal to sit in an assigned seat
- Verbally abusing another student
- Yelling out the bus windows
- Riding the incorrect bus without proper permission
- Placing any part of the body out the bus window
- Inappropriate use of electronic items such as cell phone, IPAD, IPOD, MP3 player, etc. (any such items found on a bus will be confiscated)
- Failure to move away from a bus after getting off at school or at regular stop
- Riding another bus while suspended from regular bus
- Making obscene gestures to others on or outside the bus
- Disembarking bus at improper stop, school, or bus stop

Major Offenses:

- Direct disobedience to the instruction of the bus driver
- Out of seat while bus is in motion
- Horse playing on the bus
- Fighting on the bus (can be a 10-day suspension with request for expulsion)
- Physical or verbal abuse of the bus driver while he or she is operating the school bus
- Throwing objects on the school bus or out the bus window
- Physically bullying, teasing, or intimidating any other student on the bus

- Possession of weapons or other dangerous objects on the bus
- Possession of fireworks or other dangerous materials on the bus
- Playing with matches, lighters, etc., on the bus
- Refusal to let another student sit down
- Spitting on others on or outside the bus
- Serious verbal altercations between students (standing face to face, arguing and shoving, exclusive of hitting)
- Making a direct threat against the bus driver while he/she is operating the bus
- Opening the school bus emergency door
- Physically interfering with the school bus driver while he/she is operating the bus
- Indecent exposure to students on or about the bus or to others outside the bus
- Possession/use of alcohol and drugs including the misuse of prescription, over the counter or pseudo/synthetic drugs (can also be a 10-day suspension with recommendation for expulsion)
- Smoking on the bus (cigarettes or electronic smoking devices)
- Acts of vandalism to the school bus

School Regulations

504 Compliance

It is the policy of Barnwell County School District not to discriminate on the basis of handicap in its educational programs, activities, or employment policies as required with Section 504. Inquiries regarding compliance with Section 504 may be directed to:

Director of Special Services
Barnwell County School District
770 Hagood Avenue
Barnwell, SC 29812

Title IX of the Education Amendments of 1972

Barnwell County School District, as required by Title IX of the Education Amendments of 1972 and its corresponding regulations ("Title IX"), does not discriminate on the basis of sex in its education programs or activities. Title IX prohibits gender-based harassment, which may include acts of verbal, nonverbal or physical aggression, intimidation, or hostility based on sex even if those acts do not involve conduct of a sexual nature. Barnwell County School District prohibits discrimination and harassment on the basis of sex or gender in all of its programs and activities by its employees, students or third parties. Any inquiries should be directed to our Title IX Coordinator at the contact information below.

Title IX Coordinator
Barnwell County School District
770 Hagood Avenue
Barnwell, SC 29812

Handbook Verification Form | 2024-2025

This copy of the verification form will remain in the student handbook. A copy will be provided to you by your homeroom teacher to sign & return to Guinyard-Butler Middle School by **August 14, 2024**.

Teachers will expect you to bring your materials to class daily and put forth your best scholastic effort to earn the highest numerical grade possible. The quality of education you receive depends largely on your part to take responsibility for your actions and realize that your sole purpose for being here is to attain the educational skills necessary to function in life. It is our expectation of you as students to review in its entirety the contents of this handbook, and understand that you will be held accountable for all policies and procedures outlined therein. This form must be returned to Guinyard-Butler Middle School as designated by the school annually.

I have read the student/parent handbook and understand the disciplinary code of conduct and know that I must abide by all policies and procedures set forth in this manual.

Print Student /Name Student Signature

Print Parent/ Name Parent Signature

* While every effort has been made to ensure the accuracy of this handbook, changes in policy may require adjustments in content. The descriptions and policies contained herein are correct and aligned with the governing body of Barnwell County School District.. However, our policy is one of continuous improvement and we reserve the right to update our policies at any time without written notice and without incurring obligation. Students remain responsible for updates and changes in policy.