TRIGG COUNTY MIDDLE SCHOOL
STUDENT HANDBOOK
2026-2027



Trigg County Middle School
206 Lafayette Street
Cadiz, Kentucky 42211
Office: (270) 522-2210 Fax: (270) 522-2203
Web Site: www.trigg.kyschools.us
Bus Garage: (270) 522-2235
Cafeteria: (270) 522-2228
Board Office: (270) 522-6075

TCMS SITE BASED DECISION MAKING COUNCIL

Principal Amy Breckel Teacher Michele Oakley
Teacher Trina Clinkenbeard Teacher Bethany Espinosa
Parent Whitney Aldridge Parent Tasha Harris

WELCOME TO TCMS!

The faculty, staff and administration welcome you to Trigg County Middle School. It is our sincere hope that you will find this year challenging, exciting, and rewarding. Your success in school will depend upon the development of effective study habits, regular attendance, and self-discipline.

The goal of the faculty at TCMS is for each student to achieve at his/her greatest potential. To reach this goal, a cooperative effort on the part of students, teachers, administrators, parents, and community must exist. We urge your cooperation in this venture and assure you that the results will be well worth the effort.

It is generally recognized that participation in school activities increases one's academic success. For this reason, all of us at Trigg County Middle School encourage you to become involved in the wide variety of activities that will occur this year. Participation in school activities generates a sense of loyalty and pride. Remember, this is **YOUR** school. Plan to attend extra-curricular events and show your school spirit.

The purpose of this handbook is to help you become aware of your privileges, opportunities, and responsibilities as a citizen of this school. Each student should read this handbook and be knowledgeable of its content. If you or your parents have questions or concerns about the procedures outlined in this handbook, please feel free to contact a teacher, a counselor, or an administrator for an explanation.

GENERAL INFORMATION

Trigg County Middle School services students in grades 6 through 8 with an enrollment of approximately 460.

Each student will have courses in reading, English, math, science and social studies. Exploratory and enrichment classes are offered in arts/humanities, practical living and vocational studies.

The middle school provides a number of extra-curricular activities to enhance educational and developmental experiences of our students. Sports, cheerleading, annual staff, Beta and academic team are part of our total school program. Other services available include: library, guidance, speech and hearing, and technology.

It is our intent that with our wide range of programs, we can successfully meet the unique needs of the middle school aged student and various learning styles.

Trigg County Middle School will often recognize student achievement and student involvement in extra and co- curricular activities by publishing pictures and names of students in the local newspaper or other media. In addition, student pictures are published in the school annual. Please notify the school if you do not want your child's name and/or picture used in any publications.

TCMS MISSION

Trigg County Middle School will be a high performing school whereby each student is provided rigorous, engaging, relevant activities every day in an atmosphere that is conducive to learning.

Each student will leave TCMS prepared for the future.

TCMS VISION

"Preparing Each Student For The Future"

TRIGG COUNTY MIDDLE SCHOOL

Academic Programs

Curriculum

- A comprehensive curriculum aligned with Kentucky state standards, designed to build foundational skills across core subjects for grades 6, 7, and 8:
- EL Education for English Language Arts (ELA)
- Amplify Science
- Savvas My World Social Studies
- EnVision Math
- View Kentucky Middle School Standards here: https://kystandards.org

Advanced Courses

- Advanced courses offered exclusively in Math, with H.S. Algebra I credit available in middle school. Refer to the TCMS Advanced Placement Policy for details.

Explore Courses

- Visual Arts: Drawing, painting, sculpture, and digital media with exhibition opportunities
- Drama: Theater arts program offering acting, stagecraft, and production experiences
- Physical Education: Programs promoting fitness, health, and wellness
- General Music: Classes focused on music theory and history
- Band: Year-round instrumental ensemble performance and education

Note: Explore classes rotate every nine weeks except Band, which is year-long.

Enrichment Courses

- Career Choices: Introduction to career paths and workplace skills
- Technology Topics: Google applications, yearbook design software, Wildcat News media production
- Health Sciences: Healthcare careers and CPR training
- Innovation and Invention: Creativity and problem-solving projects
- Social Studies Enrichment: Expanded exploration of historical and cultural topics
- Math Enrichment: Problem-solving and math concepts in addition to core curriculum
- Art Enrichment: Additional opportunities to explore various art forms and techniques

Note: Students are assigned two semester-long classes in 6th, 7th, and 8th grade unless students are receiving additional math and/or reading supports in a RTI class.



Contact Information

Trigg County Middle School
206 Lafayette Street
Cadiz, KY 42211
Phone: (270) 522-2210
Fax: (270) 522-2203
Website:
www.trigg.kyschools.us

TRIGG COUNTY MIDDLE SCHOOL

Student Support

Services

- Special Ed services to support diverse learners
- Check and Connect program and small group behavior interventions
- Positive Approach to Student Success (PASS) classroom for behavioral support
- Regular progress monitoring and individualized interventions, including RTI classes in reading and math for students scoring in the bottom 10% on the Universal Screener
- Horizon Youth Service Center: School supplies, backpack program, community assistance, and mental health counseling connections
- Student Health Specialist: Medical care and medication administration during school hours
- Gifted/Talented: Students who qualify will be provided with appropriate educational opportunities that challenge and support their unique strengths.
- Guidance Counselors: Two full-time counselors for mental health, academic, and behavioral support; additional district-level counselor mentoring; counselors from Mountain Comprehensive Care, Pennyroyal Health, and Military Family Life Counseling.

Co-Curricular Programs

Athletics

- Boys & Girls Soccer
- Boys & Girls Basketball
- Baseball
- Softball
- Football
- Cross Country
- Cheerleading
- Fishing
- Wrestling
- Archery
- Volleyball
- Track

Clubs & Organizations

- BETA
- KYA
- Academic Team
- TCMS Ambassadors
- Black Hole
- Crochet
- STEM
- Wildcat Club
- 4-H
- Yearbook

Synergy

- Homeroom; covering digital citizenship, social-emotional lessons, and goal setting
- School Culture Competitions include volleyball tournaments, rock-paper-scissors, bubble blowing, hallway decorating, and more

TRIGG

TREAT OTHERS WITH RESPECT
• KEEP YOUR HANDS TO YOURSELF • TREAT OTHERS THE WAY YOU WANT TO BE TREATED (THE GOLDEN RULE) • COOPERATE WITH OTHERS
RESPONSIBLE FOR ACTIONS
• TAKE OWNERSHIP (NOT BLAMING OTHERS) • TELL THE TRUTH • KEEP UP WITH YOUR BELONGINGS
IMPROVE SELF-DISCIPLINE
• TAKE CARE OF YOUR BODY (HYGIENE, EATING HABITS, CLOTHING) • BE PREPARED • DO AS YOU ARE TOLD (FOLLOW DIRECTIONS)
GIVE YOUR BEST
• BE PRESENT EVERY DAY • BE ON TIME • PUT FORTH EFFORT EVERY DAY
GET IT TOGETHER
• LEARN FROM YOUR MISTAKES • THINK BEFORE YOU SPEAK • BE A GOOD CITIZEN

TRIGG COUNTY MIDDLE SCHOOL

Hallways and Stairways

TREAT OTHERS WITH RESPECT
• We will respectfully stop and follow directions given by an adult.
RESPONSIBLE FOR ACTIONS
• We will have a teacher's pass while in the hallway at all times.
IMPROVE SELF-DISCIPLINE
• We will walk safely on the right side of the hallways/ stairways while moving from class to class.
GIVE YOUR BEST
• We will be in our synergy class by 7:25 or before synergy. • We will be mindful of others by continuously moving in the hallways, not blocking lockers, or stopping to talk to others.
GET IT TOGETHER
• We will use appropriate speaking voices in the hallways/stairwells at all times.

TRIGG COUNTY MIDDLE SCHOOL

Restrooms

TREAT OTHERS WITH RESPECT
• We will respect the privacy of others by not opening the restroom stalls while occupied.
RESPONSIBLE FOR ACTIONS
• We will be careful not to destroy school property in the restrooms.
IMPROVE SELF-DISCIPLINE
• We will be cautious about horseplay and socializing in groups while in the restroom.
GIVE YOUR BEST
• We will ensure that the toilet is flushed and our hands are washed before leaving the restroom.
GET IT TOGETHER
• We will use appropriate speaking voices in the restroom.

TRIGG COUNTY MIDDLE SCHOOL

Entering an Office

TREAT OTHERS WITH RESPECT
• We will enter the specific office quietly and respectfully.
RESPONSIBLE FOR ACTIONS
• We will get permission from our teacher to go to a specific office.
IMPROVE SELF-DISCIPLINE
• We will wait patiently for assistance in the specific office.
GIVE YOUR BEST
• We will promptly report back to our classroom after leaving the specific office.
GET IT TOGETHER
• We will speak respectfully to all adults in the specific office.

TRIGG COUNTY MIDDLE SCHOOL

Cafeteria

TREAT OTHERS WITH RESPECT
• We will act in a respectful manner whenever an adult asks you to pick up trash anywhere in the cafeteria. • We will return our trays to the dish return and line up in our designated area in a respectful manner.
RESPONSIBLE FOR ACTIONS
• We will walk to our assigned table, sit down, and use our manners while in the lunchroom. • We will pick up all of our trash from our table.
IMPROVE SELF-DISCIPLINE
• We will raise our hand in order to get an adult's attention if we need something in the cafeteria • We will remain seated until our table is dismissed by an adult.
GIVE YOUR BEST
• We will wait in orderly lines to get our meals in the cafeteria.
GET IT TOGETHER
• We will use appropriate speaking voices whenever speaking with peers at our table. • We will keep our conversations limited to people only at our table.

TRIGG COUNTY MIDDLE SCHOOL

Afternoon Dismissal

TREAT OTHERS WITH RESPECT
• We will get our belongings and exit the building in a calm, orderly fashion.
RESPONSIBLE FOR ACTIONS
• We will remain in class until dismissed by our teacher.
IMPROVE SELF-DISCIPLINE
• We will walk to our bus, our car, or the walking trail after leaving the school.
GIVE YOUR BEST
• We will be respectful of others whenever getting belongings from lockers and exiting the building.
GET IT TOGETHER
• We will wait on the benches in front of the middle school for our siblings.

TRIGG COUNTY MIDDLE SCHOOL

Assembly

TREAT OTHERS WITH RESPECT
• We will keep our hands and feet to ourselves. • We will show respect by listening and participating in the program as appropriate.
RESPONSIBLE FOR ACTIONS
• We will respond to the attention signal given by the adult by becoming silent and placing our eyes on the speaker
IMPROVE SELF-DISCIPLINE
• We will enter the gym in the specified door for our grade level; sitting with our class in the assigned section. • We will dismiss, aisle by aisle when instructed by the teacher.
GIVE YOUR BEST
• We will use mannerly applause to show appreciation to the presenter.
GET IT TOGETHER
• We will use appropriate speaking voices while entering/exiting the assembly.

OFFICES AND SUPPORT SERVICES

GUIDANCE

Counselors are available for conferences before and after school and at scheduled times throughout the day. School counselors are available to all students as needed. Parents are encouraged to consult with the counselors when they have concerns about their child's progress or the need for assistance.

HEALTH SERVICES

If a student becomes ill, the student should get permission from the teacher to report to the school nurse. If the student takes regular medication during the school day, the school nurse must have a doctor's order and signed authorization from a parent/guardian **BEFORE** medication can be administered. This includes over the counter medicines such as Tylenol, Benadryl, Neosporin, etc. No medication (Tylenol, Pepto-Bismol, etc.) will be administered without being prescribed by a doctor.

FIRST AID

If a student is hurt at school, the teacher will take or send the student to the school nurse. First aid will be given for minor injuries only. For major injuries, the school nurse may assess the injury and parents will be contacted. In case the parent cannot be reached, arrangements should be made with your doctor for treatment in the event of an emergency. Any accident in the school building, on school grounds, or at any event sponsored by the school must be reported immediately to the person in charge and to the school office.

EMERGENCY PROCEDURE SHEET

An attempt will be made to contact parent(s) first, but in the event that a parent is not available, school personnel will refer to the individuals listed on the census verification form. **THIS IS VERY IMPORTANT**. Please list people that have a telephone and vehicle for transportation. It is **VITAL** that parents list individuals that will take responsibility for their child in the parent's absence. Parents are asked to notify the persons listed as emergency contacts on the census verification form so they will be prepared if middle school personnel have to call them during the school day.

HORIZON YOUTH SERVICE CENTER

The Horizon Youth Service Center offers a variety of services to all middle school students and their families. The goal of the center is to help remove any barriers that interfere with a student's learning. Services include assisting students with clothing and school supplies, coordinating mental health services, networking families with community resources, and providing programs that support and encourage students to reach their full potential.

VOLUNTEERING AT TCMS

The faculty and staff of Trigg County Middle School welcome parent volunteers during the school year; opportunities for volunteer work include clerical tasks, tutoring, chaperoning and aiding classroom teachers. Volunteering can be rewarding to both the volunteers and to the students. Please contact the Trigg County Board of Education if you are interested in volunteering so the proper paperwork can be completed.

SITE BASED DECISION MAKING COUNCIL

The SBDM Council meets monthly in the TCMS Conference Room. SBDM council by-laws and policies can be found on the TCMS website.

ATTENDANCE AND TARDY PROCEDURES

Regular attendance at school fosters the development of important life habits that are prized by employers and others. Every school day is very important. Missing school hinders learning and causes students to fall behind in their work.
Students are expected to be in school unless they have a valid reason to be absent. Good attendance is essential for a successful year. An absence will be calculated as a percentage of the day missed.

Students must attend at least ½ a day of school in order to participate in extracurricular activities that afternoon/evening.
Please refer to the Trigg County Schools Code of Conduct for the District Policy on attendance

TARDY TO CLASS

All students are expected to be in their classroom, seated at their desks when the tardy bell rings. Three unexcused tardies to class will result in a step being given on the teacher's classroom discipline form. Students under 5 minutes late to class will be considered tardy; students over 5 minutes late will receive a major referral for skipping class.

EARLY DISMISSALS

Only parents/guardians will be allowed to check out students. In case of an emergency, a designee of the parent will be allowed to check out the student. Students are not allowed to be picked up out front, leave the school alone during the school day, or walk off campus. PARENTS must come to the office and sign the student out. **Proof of identification will be required.**

CHANGE OF GUARDIANSHIP, ADDRESS OR TELEPHONE NUMBER

Any change of guardianship, address or telephone number should be reported to the office staff **IMMEDIATELY.** ***Any information that requires change during the school year is to be taken care of by the parent/guardian in the school office*****.**

RESTRICTED PICK UP OF STUDENTS

There are instances when a court order or custody papers deny certain individual(s) the opportunity to pick up or have contact with students. It is necessary for Parents/Guardians to supply the school with a copy of any court order or custody papers that may affect student check out or visitation during the school day. Should legal situations change, papers must be updated. The most recent papers on file will take precedence. **Restrictions cannot be enforced at school without a legal document on file in the office.**

COLLECTION OF ASSIGNMENTS FOR STUDENTS WHO ARE ABSENT

If a student is absent, or it is known that he/she is going to be absent **three (3) OR MORE CONSECUTIVE DAYS**, assignments can be requested through the front office. Assignments may be picked up at the end of the next school day. For any absence of TWO DAYS OR LESS, parents may call the front office and request assignments for pick up. This request needs to be made before lunchtime, so teachers have time to send work to the office. If work is not collected, then students are to check with their teacher upon return to school. This will be handled as make-up work.

HOMEWORK

Trigg County Middle School recognizes homework as a vital part of the educational process. It acts as an extension and enrichment of the learning that is conducted during the school day. It also teaches the students the value of responsibility in fulfilling assignments and maintaining due dates. Homework will be given on a regular basis throughout the school year. Absence work will be allowed for the same number of days missed to make up the work.

Parent and Family Engagement Policy

[Federal Elementary and Secondary Education Act (ESEA); Title I, Part A (Section 1118) as amended for No Child Left Behind (2001)]

Trigg County Middle School Parent Involvement Policy Statement:

It shall be the policy of Trigg County Middle School to involve parents of TCMS students in the planning, review and improvement of our Title I program. Invitations will be sent to parents to serve on the Title I Committee in our school.

Trigg County Middle School will have at least one student led parent-teacher conference annually. Additionally, parents will be informed of their child's progress and the school's performance toward meeting learning goals and academic expectations. Parents can access a description of their child's curriculum used to measure their child's progress and information concerning the state core content.

Trigg County Middle School will also have at least two (2) parent-night sessions to participate in relating to the education of their child. Also during this time, parents will be informed about the school's participation in Title I, Title I requirements and the parent's right to be involved.

Parents and students will be invited to form a compact with the school so together we can better serve all students at Trigg County Middle School.

Trigg County Middle School will work toward effective parent involvement and support partnerships among the school, parents and the community. Help us continue our vision of being a high performing middle school in Kentucky.

CONDUCT AND DISCIPLINE

BASIC RULES

Listed below are some basic rules for Trigg County Middle School students:

a. Respect and obey the authority of all adults in the building.

b. Respect school property and the property of others.

c. Avoid fights and horseplay at school and school functions.

d. Walk in the building and to/from the cafeteria.

e. Students are **REQUIRED** to have a Teacher's HALL PASS to be out of class.

f. All toys are to be left at home.

g. Report to school and class on time.

h. Bullying, Verbal and Physical Harassment of others will not be allowed.

i. Keep hands and feet off other people.

j. No cursing or teasing.

k. Follow directions.

l. No selling candy or other products that aren't school fundraisers.

m. Absolutely no unauthorized locker changes.

n. **Smart Watches- Must be placed in locker prior to Synergy**

o. **ANY PERSONAL OR ELECTRONIC ITEM BROUGHT TO TCMS THAT IS EITHER LOST OR STOLEN IS NOT THE RESPONSIBILITY OF SCHOOL PERSONNEL.**

p. Classes are always dismissed by the teacher, not by the bell.

q. Students must remain in their area of the building unless given permission to go elsewhere. -

r. **ALL STUDENT BELONGINGS SUCH AS JACKETS, COATS AND BACKPACKS MUST BE KEPT IN THEIR SCHOOL ASSIGNED LOCKER. Backpacks must be clear or mesh. Zip up binders are no longer allowed in school. Students involved in Trigg County Extracurricular activities may bring a bag that must be checked and stored in our TCMS storage room. Purses are not allowed at school; however, a small personal pouch (ex. Pencil pouch, wristlet) may be brought to class. Chromebook carry cases are also not allowed in school.**

s. Students must refrain from smoking or being in possession of any tobacco products, in any form (including Vapor Cigarettes and Electronic Cigarettes), or carry matches or lighters at school, at school functions, or on the school bus.

t. Possession of drugs, drug paraphernalia and/or drug related literature is strictly prohibited.

u. Possession of guns, knives (pocket knives), or any other type of weapon on school property is strictly prohibited.

v. Students are not allowed to leave the classroom within the first ten minutes of the class period and the last ten minutes of the class period.

w. Students **may not** bring drink containers such as Stanleys, Yetis, or other tumblers to school. Students will only be allowed to bring clear plastic water bottles to school with plain water.

x. Students **may not** bring squeezable stress balls (ex. NeeDoh's) to school. If these are brought to school, they will be confiscated and not returned to the student. Students that have a doctor or therapist note to use these items will be allowed to carry a similar fidget toy.

y. Students are expected to keep their skin free from writing, drawings, or markings while at school. Writing on hands, arms, legs, or other body parts is not permitted, except when authorized by a teacher or school staff member as part of an approved classroom activity. Students who arrive at school with writing on their skin may be asked to remove it if possible. Repeated incidents may result in parent notification and appropriate disciplinary action.

PERSONAL ELECTRONIC DEVICE POLICY (PED)

Trigg County Middle School students may possess a personal electronic device (PED) on school property, but it must be off and stored in a designated area from the first tardy bell to the end of the school day. The designated area will be the student's locker unless changed due to circumstances decided by the building principal. Any use of a PED during the school day must be under supervision of a teacher or staff member for instructional purposes only. Additionally, headphones may not be worn during the school day. Headphones must remain in the lockers. Students will be provided with headphones when needed at school.

Use of cameras at school (cell phone cameras, digital cameras, etc.) as a recording device is prohibited without the permission of the principal/designee and the affected individuals.

If a student is observed or believed to be in violation of the TCMS PED policy/district Code of Conduct the device will be confiscated and taken to the front office and an administrator will be notified. Violations of this rule will result in the following disciplinary actions:

CONSEQUENCES:
***1st Offense*:** Student is given a step on their level one discipline sheet, the PED is turned into the office, and the student may pick it up at the end of the school day.

***2nd Offense*:** Student is given a step on their level one discipline sheet, the PED is turned into the office, and the parent is notified the PED will not be returned until a parent or guardian comes and picks it up.

***3rd Offense*:** Student is given a step on their level one discipline sheet; the PED is turned into the office and must be picked up by a parent or guardian. The student loses the privilege of bringing the device to school for the remainder of the year. Any further incidents will result in being written up on a major office referral as defiance of authority.

Students are responsible for keeping up with devices they bring to school. Trigg County Middle School shall not be responsible for loss, theft, or destruction of devices brought onto school property.

Students shall not utilize a telecommunication or similar electronic device in a manner that would violate the District's Acceptable Use policy or procedures or the District Code of Conduct.

Any exceptions to this policy (field trips/school related trips/etc.) will be decided on a case-by-case basis. Sponsor will present a proposed plan for electronic devices to principal/designee for approval prior to trip/event.

BEHAVIOR AT ATHLETIC EVENTS

Students who attend any Trigg County Public Schools athletic events are expected to conduct themselves as they would at any other school activity. Students are encouraged to participate in cheering and supporting the team. Cursing, throwing objects onto the playing area, taunting participants, loitering in buildings or other unsupervised areas, are just a few examples of behaviors that will not be tolerated. Students who cannot behave in an acceptable manner will be asked to leave and not be allowed to attend future Trigg County Public Schools athletic events.

CLASSROOM MANAGEMENT

Teachers are expected to handle minor discipline problems in their classroom in a manner that is consistent with school policy yet reflects each teacher's personality and teaching style. Just as teachers are expected to adjust to different learning styles of their students, students are expected to make an effort to adapt to the various personalities and classroom management techniques of their teachers. Teachers will manage their classroom so that all students are provided with a safe and orderly learning environment. Teachers will begin the school year by presenting school wide expectations, grade level expectations, and classroom expectations. Teachers will reteach expectations as often as needed.

For minor offenses of behavior from a student, teachers will use the following system of PBIS interventions:

First offense: Teachers will use a behavior intervention of their choice as well as documenting the incident.

Second offense: Teachers will use a behavior intervention of their choice as well as documenting the incident.

Third offense: Teachers will contact the parent/guardian as well as use a behavior intervention of their choice.

Fourth offense: Teachers will assign a lunch detention to the student.

Fifth offense: Teacher will write the student up on a major incident form and it will be turned into the office for referral and contact the student's parent/guardian.

Minor offenses may include but are not limited to:
(All of these can be found as Level 1 offenses in the Code of Conduct)
Defamation/Malicious Remarks
Minor Profanity not directed at anyone
Misrepresenting the facts
Tardiness
Classroom disruption
Refusal to work in class
Arguing/Rudeness
Unprepared for Class
Disorderly Conduct/Horseplay
Sleeping in class

Major discipline offenses:
Major disciplinary incidents will be handled in the office by the principal or assistant principal. Misbehavior that is determined by teachers or other staff members to be severe in nature will be written up on a major office referral form and sent to the office. School Administration will handle administering the consequences for all major discipline offenses. For detailed descriptions of the major discipline offenses please refer to the District Code of Conduct.

CONSEQUENCES

Any consequences assigned to students will follow the Trigg County District Code of Conduct.

DISCIPLINE CARRY-OVER

If, for some reason, students are unable to serve assigned discipline during one grading period/semester, the discipline will be carried over and served the following grading period/semester. Discipline may also be carried over from one school year to the next.

HARASSMENT/DISCRIMINATION

Harassment/Discrimination is unlawful behavior based on race, color, national origin, age, religion, sex or disability that is sufficiently severe, pervasive, or objectively offensive that it adversely affects a student's education or creates a hostile or abusive educational environment.

Students who engage in harassment/discrimination of an employee or another student on the basis of any of the areas mentioned above shall be subject to disciplinary action including but not limited to suspension and expulsion.

Depending on the circumstances and facts of the situation, and within the definition of harassment/discrimination contained in this policy, examples of conduct and/or actions that could be considered a violation of this policy include, but are not limited to:

1. Any nicknames, slurs, stories, jokes, written materials or pictures that are lewd, vulgar, or profane and relate to any of the protected categories listed in the definition of harassment/discrimination contained in this policy;
2. Unwanted touching, sexual advances, requests for sexual favors, and spreading sexual rumors;

3. Causing a student to reasonably believe that he or she must submit to unwelcome sexual conduct in order to participate in a school program or activity or that an educational decision will be based on whether or not the student submits to unwelcome sexual conduct;

4. Implied or overt threats of physical violence or acts of aggression or assault based on any of the protected categories;

5. Seeking to involve students with disabilities in antisocial, dangerous or criminal activity where the students, because of disability, are unable to comprehend fully or consent to the activity; and

6. Destroying or damaging an individual's property based on any of the protected categories.

For more information, see board policy 9.42811.

BULLYING

Bullying means any unwanted verbal, physical, or social behavior among students that involves a real or perceived power imbalance and is repeated or has the potential to be repeated:

1. That occurs on school premises, on school-sponsored transportation, or at a school-sponsored event: or
2. That disrupts the education process

For more information, see board policy 09.422.

DRESS CODE POLICY

Purpose: To foster a professional, safe, and respectful environment at school. The dress code is in effect from the time students arrive to school until they leave. Exceptions to this policy may be made during physical education, for medical purposes, religious restrictions, special school activities, or school spirit days and is at the discretion of the administration.

General

1. Nothing may be worn which contains logos, pictures, or writings that: promote alcohol, tobacco, drugs, violence, or illegal behaviors, depict vulgar, obscene, sexual, or racial images contain religious harassment, derogatory language, inappropriate innuendo, or profanity; or include any writing, symbol, illustration, name or sign of gang names or graffiti

2. Shoes must be worn at all times.

3. Pajamas, other than pajamas bottoms, cannot be worn.

4. Undergarments must be completely covered at all times.

5. See through clothing may only be worn if clothing underneath meets other dress code guidelines. No sheer or lace clothing may be worn unless the clothing underneath meets the dress code requirements.

6. No jewelry deemed inappropriate or dangerous by school officials may be worn.

7. Leather collars/wrist bands containing hard metals or spikes may not be worn.

8. Any accessories that serve no legitimate purpose such as towels, sunglasses, rags, bandannas, picks, combs, gloves, hats, or hoods should not be worn or found on the student. If needed those items need to be stored in the student’s locker during school hours.

9. Piercings other than that of the ears shall be limited to a simple stud/hoop.

Shirts

1. All tops must completely cover a student's midriff at all times. This includes cutoff t-shirts, not to be worn by males or females.

2. All tops must have straps that need to be at least the width of a standard credit card.

3. All tops must be worn so that the chest of males and cleavage and backs of females are not exposed. Overcoats, jackets, winter jackets and trench coats must be placed in lockers.

Lower Body Apparel

1. Shorts must have at least a 3-inch inseam even if there is another pair of shorts underneath.

2. Skirts and dresses may be no shorter than the length of a standard credit card (approximately 3.375 inches) above the knee. If skin can be seen above this height (even through transparent material or other form fitting apparel) students must change.

3. Lower body apparel that has holes is deemed inappropriate if skin or undergarments are exposed at any point that is higher than the length of appropriate shorts as stated above in number one under lower body apparel.

4. Lower body apparel must be worn at the hip bone. (No sagging!)

5. Leggings, Jeggings, Yoga Pants and other form fitting apparel may be worn with no specific guidelines in regard to length of top, dress or tunic (long shirt), provided skin and/or undergarments are not visible.

6. Pants may not contain attachments, except billfold chains no longer than 12 inches.

Students who do not adhere to these guidelines will be asked to fix their violation to the dress code. This may include being sent to the TCMS Family Resource center to be loaned clothing that does meet the guidelines of the dress code. If a student is a repeat offender of the Dress Code Policy within the same school year, that student's behavior will be considered defiant and may constitute disciplinary action by TCMS administration.

WITHDRAWALS

When a student plans to permanently withdraw from school, parents must notify the guidance office twenty-four (24) hours in advance of leaving. All textbooks and library books must be returned.

LIBRARY

An excellent library is maintained in the Trigg County Middle School for student use. Books may be checked out for two weeks and renewed if more time is needed. Fines, which are not to exceed the price of the book, will be charged for overdue books. A Teacher's Pass must be secured from the classroom teacher before going to the library during class time. No student may check out book(s) from one year to the next without paying all previous fines, and damaged or lost book fees.

VISITORS

Because of crowded conditions and closed campus policy, students are not allowed to bring visitors to school. Parents are always welcome but are encouraged to make an appointment to see a teacher, principal, or to visit the school or classroom. All visitors must report to the main office with proper ID to sign in and obtain a visitor's pass. Students and staff are not to open side doors for visitors.

CLOSED CAMPUS

Trigg County Middle School is a closed campus. Students must stay on the school grounds from the time they arrive (even if Synergy time has not started) until dismissal. Any student leaving school grounds MUST check out through the main office.

REPORT CARDS/PROGRESS REPORTS

Report cards are issued at the end of each nine-week grading period. Progress reports are issued every 4 1/2 weeks.

GRADING SCALE

- 90-100 – A
- 80-89 – B
- 70-79 – C
- Below 70 – F To be promoted from any course, a student must earn a minimum grade of 70

FIRE AND DISASTER DRILLS

Fire and disaster drills are scheduled throughout the school year. A fire drill plan with exit routes marked is posted in each room. Teachers will instruct each student on procedures used to evacuate the building. Remember, fire and disaster drills are learning situations; there should be no running, shouting, or distraction from the seriousness of the drill. Disaster drills (severe storm, tornado, or earthquake) will be initiated over the public address system. Students will be instructed by their classroom teachers where to go in the event of a disaster drill.

SAFETY

This is a reminder that the bus lanes around the middle school are off limits to students. No student shall play in these areas in the morning before school. Extreme caution must be taken in the afternoon when loading buses.

LOST AND FOUND ARTICLES

Students are asked to observe the following rules:

1. Leave valuables not needed in class at home. DO NOT leave valuables in lockers or in classrooms.
2. Lost articles, if found, are to be turned in to the office.
3. If an article is lost, report the loss to a staff member in the office.
4. DO NOT bring more money than needed to school.
5. Students are not to leave purses or bags lying around unattended.
6. Any personal item brought to TCMS that is either lost or stolen is not the responsibility of school personnel.

BICYCLES/E-BIKES & SCOOTERS

Students may ride bicycles/e-bikes & scooters to and from school. Bicycles, E-Bikes & Scooters must be walked once students enter school property and must be parked in the designated space upon arrival. Bicycles/E-Bikes and Scooters may not be ridden on school sidewalks, playgrounds, or other areas of campus. The school is not responsible for lost, stolen, or damages to bicycles, e-bikes & scooters or other personal riding equipment, including helmets, locks, or accessories. Students bring and park bicycles on school property at their own risk.

DRIVING CARS

Any middle school student who is 15 years of age or older, has obtained a driver's license, and wishes to drive to school, shall come with their parents and talk with the principal before driving to school.

SCHOOL CLOSING

In the event of severe or inclement weather or mechanical breakdown, school may be closed or starting time delayed. The same conditions may also necessitate early dismissal. School closing, delaying starting time, or early dismissal will be announced over radio station WKDZ and by the district calling system. If no report is heard, it can be assumed that school will be in session. Please do not call the school. Telephone lines must be kept open for emergencies. In the past, there have been instances when students have not known where to go with early closings. Please make sure your student knows an alternative plan in case their usual transportation schedule does not apply. (House keys, where to go, alternative bus to a different location, etc.)

TEXTBOOKS

Books are furnished through the state textbook program. There is no rental fee for these books. However, students are responsible for any damage or loss of textbooks. Fines for damage or losses will be assessed at the end of the school year.

CHROMEBOOKS

With the use of the Chromebook comes the responsibility of each student to be sure to treat the devices with care and respect in order to prevent damage. Students will be held responsible for any and all damage that occurs to a Chromebook.

FEE COLLECTION

All middle school students will be responsible for paying fees of $40. Fees will be due on the Tuesday after Labor Day or a fee payment schedule may be set up.

Elective Fees:

Technology - $20.00
Art - $5.00*
Physical Education - $3.00*
Library - $7.00
Nurse - $5.00
Total - $40.00 for each student
*Band students are exempt from these two fees making their Elective Fee Total - $32.00

Class Fees:
Beginning Band - $20.00
Band - $20.00
Jazz Band - $15.00

Any fees that are owed from previous school years must be paid for students to participate in extracurricular activities.
***See Section Selection of Extracurricular Activities

CO-CURRICULAR/EXTRA-CURRICULAR ACTIVITIES

**Costs to the students may vary according to the nature of the event. The costs listed are an estimate. There may be hotel and meal charges, etc. that are not anticipated until competition is underway.

ACADEMIC TEAM

Grade requirements follow extracurricular participation policy with an open selection process. Quick Recall season runs from September to February with practice for one hour one day per week. The Future Problem Solving Team meets in two and three hour blocks of time during January and February. Cost for students is meals or snacks before practice and/or meets and a team shirt.

ARCHERY

Students are exposed to archery in their P.E. class during the school day. Students can participate in the archery team which holds regular practices after school and participates in state and national level competitions.

BAND

Students are given the opportunity at the beginning of their 6th grade year to enter band. Band takes the place of the exploratory class period during the school day. Occasional day trips and some after-school practices and performances are part of the program. Cost of the student is a $20.00 band fee for 6th, 7th, & 8th graders. There is a $15.00 fee for Jazz Band.

BASKETBALL

Grade requirements are set by the extracurricular participation policy. Open selection with coaches' consensus. Season begins October 1 and ends in the middle of January. Practice (2 hours) or games (5 hours) every day. Games are held twice per week. Cost to students includes physical exam, shoes, and socks.

CHEERLEADING

Grade requirements follow extracurricular participation policy. Candidates must be an incoming 6th, 7th, or 8th grade student at Trigg County Middle School at the time of try-outs. Cheerleaders are chosen at try-outs by a panel of outside judges. Students are given a try-out preparation period. Simple gymnastics are expected. Time requirements vary with the time of year. During April and May, students prepare for try-outs and camp. Practice is two or three times per week for two hours each. August through January is the cheerleading season. Games are held once or twice per week. Costs to the student averages $200.00 which includes camp, shoes, and uniform.

CROSS COUNTRY

Grade requirements follow extracurricular participation policy with an open selection process. Time requirements are 30 minutes to 2 ½ hours per day from mid-August until November. Student costs include a physical examination and shoes.

FISHING

Grade requirements follow extracurricular participation policy with an open selection process. Tryouts are typically in September. The season runs from October – May. There is a fee of $25 for fishing.

FOOTBALL

Grading follows extracurricular participation policy. Football season is from the first week of August through October. The practice schedule is at least four times per week for 2 to 2 ½ hours. Students will have one game per week and should be home by 10:00 p.m. There may be one week when there is more than one game. Student costs include cleats, physical, and money for meals before game time.

GOLF

Grade requirements follow extracurricular participation policy with an open selection process. Season runs mid-August through mid-October. Practice after school once a week. There is no cost for the student.

MIDCAT YEARBOOK

Students must be very responsible, have average grades, and a teacher recommendation to be considered for the annual staff. There is no club fee for the students.

SOFTBALL

Grading follows extracurricular participation policy. Open selection with coaches' consensus. Softball season runs from August - October. Student costs include sports physical, jersey, shorts, cleats, and socks.

SOCCER

Grading follows school extracurricular participation policy. Open selection with coaches' consensus. Season runs from March – May. Student costs include sports physical, shorts, cleats, socks, and shin guards.

TRACK

Grade requirements follow school extracurricular participation policy and there is open selection. There are no costs to the students involved other than cost for meals on days of meets. Time requirements are 1 ½ hours per day during the season which runs from mid-March to mid-May. On days of meets, time requirements increase to 4-5 hours.

WRESTLING

Grade requirements follow school extracurricular participation policy. Students are responsible for attending practices and matches. Season runs from October – January.

BASEBALL

Grade requirements follow school extracurricular participation policy. Students are responsible for attending practices and matches. Season runs from February – May. Student costs include uniforms, cleats, and socks.

Selection of Extracurricular Programs [KRS 160.345(2)(1)8]

Purpose:

To provide guidelines for eligibility to participate in all Trigg County Middle School extracurricular activities. Extracurricular activities shall include but not be limited to all school sanctioned sporting events and teams. The goal of this policy is to reinforce and supplement student achievement in the classroom.

Procedures:

Standards for Eligibility:

- Students shall be required to be in good academic standing
- Students shall maintain passing cumulative grades in all individual classes.
- A letter grade of "F" in more than two classes is disqualifying.
- Eligibility standards shall be checked weekly. Ineligibility will begin on the day of the grade check and will continue until grades are checked again.
- Special tests or recitations shall not be given for the purpose of making a student eligible
- Students shall be on grade level and not repeating a previous academic term.

Physical Health:

- Students shall be required to have a current KHSAA physical examination on file prior to participating in sanctioned events or tryouts.
- In the event of an injury, students shall be required to have medical clearance to return to participation in accordance with KHSAA standards.

Attendance:

- Students are expected to attend a minimum of one half day of school to participate.
- Extenuating circumstances for absences (such as a funeral) may be considered by the Principal or Principal's designee to allow participation

School Fees:

- Any student who owes school fees of any kind from the previous school year will be ineligible to participate in any extracurricular activities until the fees are paid in full.

Behavior:

- Students participating in extracurricular activities are held accountable for their behavior in accordance with the Code of Conduct at all "after hours" school sanctioned events.
- Students participating in extracurricular activities may also be held accountable if they are in violation of the approved TCMS athletic packet.
- A student shall not participate in extracurricular activities if under penalty or discipline during the course of the school day.
- Criminal offense, such as possession of illegal substances, shall result in loss of eligibility for all extracurricular activities for the entire school year.
- Coaches or sponsors may hold the participants of their particular activity to a higher academic, attendance, or behavior standard. If doing so, the Coach/Sponsor must make the participants and their guardians aware of the specific requirements for that activity/sport and provide them with a written copy of the requirements.
- Any student who is assigned out of school suspension for any violation of the code of conduct will be ineligible for extracurricular activities for the remainder of the semester that the infraction was in.
- Any student who is assigned to alternative school for any code of conduct violation will be considered ineligible to participate in extracurricular activities for the remainder of that school year.

Coaches and Sponsors:

- The coach, sponsor, or other approved personnel will be responsible for personally supervising or ensuring that all students are supervised by an adult while they are participating in an activity, including practice time and travel time where applicable.

Parental Consent:

- Parental consent shall be required for all students to participate in extracurricular activities

Students below grade six

- Shall be determined on a case-by-case basis by the Head Coach as allowed by KHSAA regulations.
- Primary school students may not participate in Middle School sports.

Policy Implementation:

- The Principal or Principal's designee shall be the final authority on decisions regarding eligibility to participate in extracurricular activities.
- It is the responsibility of the principal or their designee to ensure the guidelines of the policy are implemented across all extracurricular programs.
- A yearly evaluation of all extracurricular programs will be completed by the principal or their designee.