

TODAY'S LEARNERS TOMORROW'S LEADERS



2026-2027 EDITION

315 Bob Grogan Dr. Dallas, GA 30132

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SECTION 1: WELCOME

Principal's Message

Dear Students and Families,

Welcome to a new school year at Sammy McClure Sr. Middle School! We are excited to welcome both returning families and those joining us for the first time.

At McClure, we believe in staying hungry—not satisfied with “good enough,” but always striving to grow, connect, serve, and move with integrity. This mindset drives everything we do and reflects our commitment to empowering today’s learners to become tomorrow’s leaders.

This year, we are especially focused on building strong connections and creating a school where every student feels valued and supported.

At McClure, we believe: **You Belong Here.**

This handbook is a resource to guide you through the year and support student success. We encourage you to review it and reach out if you have questions.

Thank you for being part of our school community. We look forward to a great year as we grow and succeed together.

Sincerely,

Tammy Ponder

Principal

Sammy McClure Sr. Middle School

Our Mission

At Sammy McClure Sr. Middle School, we are committed to **EMPOWERING TODAY’S LEARNERS TO BECOME TOMORROW’S LEADERS** by providing meaningful learning experiences that inspire growth, responsibility, and confidence.

Our Vision

We strive to create a **nurturing and inclusive learning environment** where every student is valued, challenged, and supported in reaching their full potential—academically, socially, and emotionally.

Our Core Beliefs

At SMMS, we believe every student has the ability to grow into a future leader. We commit to fostering a school community where students:

- **Serve Others** – We encourage kindness, empathy, and a commitment to helping others.
- **Make Connections** – We build positive relationships and meaningful connections within our school and community.
- **Move with Integrity** – We act with honesty, responsibility, and respect in all that we do.
- **Set Goals for Growth** – We challenge ourselves to learn, improve, and reach new levels of success.

**Together, these beliefs guide our actions, shape our culture,
and define what it means to be a member of the McClure community.**

SECTION 2: GETTING STARTED

SCHOOL CONTACT INFORMATION

Main Office:

- School Phone: 770-505-3700
- Fax: 770-505-7253
- Address: 315 Bob Grogan Dr. Dallas, GA 30132
- Office Hours: Monday through Friday, 7:45 AM – 4:00 PM

Call the main office for general questions, attendance, and directions.

Administration:

- Principal: Mrs. Tammy Ponder
 - Email: trponder@paulding.k12.ga.us
- Assistant Principal: Dr. Jenette Allen
 - Email: jrallen@paulding.k12.ga.us
 - Responsibilities include:
 - 6th Grade Admin Support
 - 8th Grade Admin Support for last names A – L
 - Student Supports including 504 and MTSS
 - Standardized Testing
- Assistant Principal: Dr. Jon Goodfriend
 - Email: jona.goodfriend16@paulding.k12.ga.us
 - Responsibilities include:
 - 7th Grade Admin Support
 - 8th Grade Admin Support for last names M-Z
 - Scheduling
 - School Safety
- Evaluation and Assessment Coordinator: Mrs. Alyssa Trapp
 - Email: atrapp@paulding.k12.ga.us
 - Responsibilities
 - Professional Development
 - School Improvement

Contact administration for school concerns, discipline questions, or student support.

Attendance Office:

- Attendance Clerk: Mrs. Michelle Ladner
- Phone: 770-505-3700 ext. 41030
- Email: smmsattendance@paulding.k12.ga.us

Report absences, tardies, or early checkouts here.

Community Relations:

- Mrs. Kelly Skelton
 - Email: kskelton@paulding.k12.ga.us
 - Social Media
 - Yearbook
 - Partners in Education

Counseling Department

- Mrs. Gina Lowe
 - Email: glowe@paulding.k12.ga.us
 - Lead Counselor
 - Students with last names A-L
- Mrs. Ashley Stockelman
 - Email: astockelman@paulding.k12.ga.us
 - Students with last names K-Z

Contact counselors for academic guidance, social-emotional support, or scheduling questions.

Nurse Services

- School Nurse: Mrs. Valerie Heard
- Email: vheard@paulding.k12.ga.us
- Phone: 770-505-3700 Ext. 41014

Contact the nurse for health concerns, medications, or medical plans

Transportation:

- Bus Transportation Office: 770-443-8035
- To find your bus stop: [Bus Locator](#)

Contact for questions about bus routes, delays, or bus stops. For concerns regarding student bus behavior, please contact school administration.

SCHOOL HOURS AND CALENDAR

School Day Hours:

7:45 am	Students may be dropped off and report to the gym until bell rings for homeroom
8:10 am	Students report to homeroom and/or breakfast
8:35 am	School day starts
3:00 pm	End of school check outs
3:35 pm	School Day Ends
4:00 pm	All students must be picked up

26-27 School Days:

Aug 4	Welcome Back to School
Sep 4	Remote Learning Day
Sep 7	Labor Day
Sep 28- Oct 2	Fall Break-No School
Oct 16	Remote Learning Day
Oct 19-20	Early Release for Fall Conferences
Nov 3	Staff Workday – No School
Nov 23-27	Thanksgiving Break – No School
Dec 18	Early Release
Dec 21-Jan 4	Holiday Break – No School
Jan 15	Remote Learning Day
Jan 18	MLK Jr. Day – No School
Feb 15-19	Winter Break - No School
Mar 12	Staff Work Day
Mar 15-16	Early Release for Spring Conferences
April 5-9	Spring Break – No School
May 24	6 th and 7 th Grade Honors' Day Celebration
May 25	8 th Grade Honors' Day Celebration
May 26	Early Release – Last Day for Students

Attendance Policy and Procedures

Attendance Matters

Regular attendance is essential to student success. At McClure, we believe that learning happens best when students are present, engaged, and part of the classroom experience.

Each day builds on the next, and missing school means missing important instruction, discussions, and opportunities to grow. While we understand that absences sometimes occur, we ask families and students to make attendance a priority.

We need you here so we can teach you. Consistent attendance is one of the most important steps toward academic success.

For the exact policy: [Paulding County Attendance Policy](#)

Key Points from District Policy

- 3-Day Rule: Written excuses must be submitted within 3 school days for an absence to be considered excused.
- 5-Day Rule: Students with 5 unexcused absences are considered truant and may be subject to attendance interventions.
- 10-Day Rule: Students with 10 consecutive unexcused absences may be withdrawn from school.

My student missed school - What do I do?

Send in a Parent or Medical note **within 3 days of your student's return** to school.

- Notes can be handed in at the front office or emailed to smmsattendance@paulding.k12.ga.us
- 1 parent note can cover 3 consecutive days. You are allowed 3 parent notes per semester. (Can be used for full days, late check-in/early check-out but are encouraged to only be used for full days)
- Dr. notes will only cover the dates specified.

Excusable Absences:

- Students are sick/attending medical appointments
- Serious illness/death in a student's immediate family
- Court Order/Appearance
- Funeral (Obituary must be provided)
- Observance of religious holidays (Note from clergy required)
- Students are registering to vote or are voting in a public election
- Leave for Parent/Guardian returning/leaving for military active duty
- School-related field trips or competitions

Non-Excusable Absences:

- Traveling
- Vacations
- Sports Tournaments
- Student's sibling is sick/attending medical appointments

ARRIVAL & DISMISSAL PROCEDURES:

Morning Arrival:

- Students may be dropped off as early as 7:45 AM. Students may not be dropped off before 7:45 AM. The school does not provide supervision prior to this time.
- Students arriving before 8:10 AM will report to the gym, where they will remain under supervision until dismissal to homeroom.
- Students arriving after 8:35 AM are considered tardy and must:
 - Report to the front office
 - Sign in before going to class
 - Repeated unexcused tardies may result in administrative consequences.

Dismissal Procedures:

- Early checkouts will not be processed after 3:00 PM. Students needing to be checked out after 3:00 PM will be dismissed during regular car rider dismissal.
- Students may only be checked out by an authorized person listed in our school records system: Infinite Campus
- All students must:
 - Leave campus promptly at dismissal **OR**
 - Be under the direct supervision of a teacher or participate in a scheduled activity
- Students must be picked up **no later than 4:00 PM**.

Car Rider Dismissal:

- All car riders must be dropped off and picked up in the designated car line at the front of the building. Parking lots are not to be used for student drop-off or pick-up.
- Families must follow all staff directions to ensure a safe and efficient process.
- During dismissal, students are expected to be attentive and ready to load into their vehicle as it approaches the pick-up area. To keep the car rider line moving safely and efficiently:
 - If the line is ready to move forward and a student is not present or not ready to enter the vehicle, the vehicle will be directed to continue through the line.
 - The parent/guardian will then need to exit with the flow of traffic and re-enter the car rider line to pick up their student.

Bus Transportation:

- Students must ride their assigned bus only. No student shall ride home with another student via the bus.
- Students should be at their assigned bus stop on time each morning.
- If a student misses the bus, a parent/guardian is responsible for transportation to school and must sign in.

VISITOR PROCEDURES

To ensure a safe and structured learning environment, all visitors must follow the procedures outlined below.

Check-In Procedures:

- All visitors must report directly to the front office upon arrival.
- Visitors may not go directly to classrooms or other areas of the building.

- A valid photo ID is required for entry and will be processed through the school's visitor management system.
- Visitors must wear a visitor badge at all times while on campus.

Purpose of Visits:

- Visitors are welcome for:
 - Scheduled conferences with teachers or administrators
 - School meetings or approved school events
 - Official school business
 - All visits should be arranged in advance whenever possible.
- Lunch Visits:
 - To maintain a consistent and structured school environment, parents and visitors are not permitted to have lunch with students.
 - Middle school is an important time for students to build independence and social connections with their peers. Our lunch procedures are designed to support this development while maintaining a safe and orderly cafeteria environment.

SECTION 3: DAILY STUDENT LIFE

Schedule:

The school day begins at 8:40 AM and ends at 3:35 PM.

- Homeroom begins at 8:40 AM, during which:
- Attendance is taken
- Announcements are made

Students follow a structured schedule that includes:

- Four core academic classes (Language Arts, Math, Science, Social Studies)
- Two connections classes such as Art, Band, Chorus, Physical Education, Technology, and World Language

Students are expected to

- Arrive on time each day
- Transition promptly between classes
- Be prepared for Learning

DAILY SCHEDULE

6TH GRADE				7TH GRADE				8TH GRADE				CONNECTIONS		
HR	8:10-8:47			HR	8:10-8:47			HR	8:10-8:47					
PT	8:50-9:30			PT	8:50-9:30			PT	8:50-9:30					
1	9:33-10:28			1	9:33-10:18			1	9:33-10:28			1	9:33-10:18	
2	10:31-11:26			2	10:21-11:51	(L)		2	10:31-11:16			2	10:31-11:16	
3	11:29-12:14			3	11:54-12:49			3	11:19-12:49	(L)		3	11:29-12:14	
4	12:17-1:47	(L)		4	12:51-1:36			4	12:52-1:47			4	12:51-1:36	
5	1:50-2:45			5	1:39-2:34			5	1:50-2:35			5	1:50-2:35	
6	2:48-3:35			6	2:37-3:35			6	2:38-3:35			6	2:48-3:35	

Lockers

- Lockers may be purchased for \$5 through RevTrak
- Lockers are the property of the school and as such may be searched by school personnel based on reasonable suspicion
- Lockers are assigned to individual students and are not to be shared with other students.
- Students are responsible for all items stored in lockers.

Hallways:

- Students must transition between classes in an orderly and timely manner.
- Students must carry an approved pass when leaving class and must have signed out via the **PBIS Rewards Hall Pass System**.
- Students leaving without an approved pass and/or leaving without signing out will be considered out of area (skipping). Discipline consequences will result.
- Respectful behavior is expected at all times

Cafeteria:

- Breakfast:
 - Breakfast is provided for all students and is served until 8:35 in the cafeteria.
 - Students eating breakfast at school should report first to the cafeteria for breakfast and then to homeroom.
 - Allowances are made for students arriving late as a result of a late school bus.
- Lunch:
 - Students may bring lunch from home or purchase meals at school.
- Free and reduced-price meal applications are distributed at the start of the school year and are available in the front office.
- Outside restaurant food is not permitted due to state school lunch guidelines.
- Student Meal Prices:
 - Breakfast: \$1.40
 - Lunch: \$2.40
- Meal Charging:
 - Students may charge up to \$6.20 in meals.
 - Once this limit is reached, an alternative meal (sandwich and milk) will be provided for an additional \$0.50 charge.
 - Extra food items may not be charged.
- Additional Information:
 - Visit www.paulding.k12.ga.us for menus, nutrition information, and services.
 - Prepay for meals online at www.myschoolbucks.com.
- Student Expectations:
 - Follow cafeteria procedures
 - Maintain appropriate behavior both in line and while seated
 - Clean their eating area

SECTION 4: FAMILY & COMMUNITY INFORMATION

Communication Expectations

Clear and consistent communication helps ensure students are supported both at school and at home.

- Families can expect regular communication through:
 - Progress reports and report cards
 - Teacher communication (email, Canvas, conferences)
 - School announcements and updates
- Parents/guardians are encouraged to:
 - Monitor student progress through **Infinite Campus (IC)** and **Canvas**
 - Check email and school communications regularly
 - Keep contact information current

Important:

- **Infinite Campus (IC)** is the official record of student grades
- **Canvas** is used for assignments and classroom communication
- Grades shown in Canvas may reflect individual assignments only and may not represent the student's overall grade

Canvas

To become a parent observer to your students' Canvas accounts, please go to:

<https://pauldingk12gaus.finalsite.com/departments/instructional-technology/help-center/canvas/canvas-for-parents>

Infinite Campus

To establish a parent portal account through Infinite Campus:

<https://pauldingk12gaus.finalsite.com/for-parents/parent-portal/parent-portal-support>

Please Note: Questions or concerns about academics should first be directed to the classroom teacher.

Parent Involvement

Parent Involvement

Family involvement plays a critical role in student success. We encourage parents and guardians to:

- Stay informed about school expectations and events
- Support student learning and positive behavior at home
- Participate in school organizations such as **PTSA**
- Volunteer and engage in school activities when possible
- Attend school events and community nights throughout the year to stay connected and engaged with your child's school experience.

PTSA Message

Dear PTSA Parents:

On behalf of the PTSA, we would like to welcome you to Sammy McClure, Sr. Middle School. We want to encourage you to be active in your child's education. There are many opportunities available for you to get involved. Any amount of time you can give will be appreciated. We can always find something for you to do!

We look forward to working with all of you to make this the best school year possible for our students. Feel free to contact any of the officers with any questions, concerns, or suggestions you may have. We are all here to work together for our children. We are looking forward to a great year. Please join PTSA for only \$10.00.

Thank you!

Local School Council

In addition, McClure has a Local School Council that meets quarterly to:

McClure values strong partnerships with families and the community. Our Local School Council meets quarterly to provide input, support school improvement, and ensure that the voices of our stakeholders are heard and valued.

Council members are selected prior to the start of the school year and include both school representatives and community members.

Families interested in serving on the Local School Council should look for communication at the beginning of the school year regarding opportunities to apply or participate.

A strong partnership between school and home supports student growth both academically and socially.

Conferences

Conferences

Communication between families and school staff is an important part of supporting student success.

- Formal conference opportunities are scheduled in October and March.
- While all families are welcome to participate, priority scheduling is given to students who are struggling to meet course expectations or are at risk of failing.
- As these conference windows approach, additional information and scheduling details will be shared with families.

Conferences may also be requested at any time during the school year by contacting teachers directly.

To ensure effective communication:

- Parents/guardians are asked to schedule conferences in advance, as teachers and administrators are actively engaged in supporting students throughout the school day
- School staff will make every effort to respond to parent communication within 24 hours during the school week

Ongoing communication between school and home allows concerns to be addressed early and supports continued student progress.

SECTION 5: ACADEMICS

At Sammy McClure Sr. Middle School, academics are at the heart of everything we do. Our goal is to provide a rigorous, engaging, and supportive learning environment that challenges students to grow academically while preparing them for future success.

Students are expected to take ownership of their learning, actively participate in class, and strive for continuous improvement.

Academic Program

Students participate in a well-rounded academic program that includes:

Core Academic Classes:

6 th Grade	7 th Grade	8 th Grade
Language Arts	Language Arts	8 th Language Arts 9 th Grade Honor's Literature*
Mathematics	Mathematics	8 th Math Advanced 8th Math* 9 th Grade Honor's Enhanced Algebra*
Earth Science	Life Science	Physical Science
World Geography	World Geography	Georgia Studies

* Enrollment in these courses is based on academic performance and placement criteria.

Students have access to enhanced instruction based on performance and placement criteria. This includes access to honors and/or advanced curriculum courses, supported instruction, and small group instruction.

Connections Courses:

Connections courses provide students with opportunities to explore interests, develop new skills, and engage in hands-on, interactive learning experiences beyond the core academic classroom. These courses support creativity, collaboration, and real-world application of knowledge.

Students are expected to actively participate, demonstrate a positive attitude, and contribute to a productive learning environment.

Art – semester course

Art classes introduce students to the foundational elements of design, including line, shape, color, texture, and form. Students explore a variety of materials and techniques while developing creativity, problem-solving skills, and personal expression. As students progress, they have increased opportunities to create original works using different mediums.

Band – year long course

Band is available beginning in 6th grade. Students learn fundamental music skills, including reading music, instrument technique, and performance skills. As students advance through 7th

and 8th grade, they participate in performances and continue to refine their musical abilities. Students are responsible for providing their own instrument and required materials.

Chorus – year long course

Chorus is a year-long elective designed for students interested in vocal music performance. Students develop skills in singing, vocal technique, and musical interpretation. Chorus students participate in scheduled performances throughout the year, including evening concerts and district events. Participation in performances and adherence to concert expectations is required.

Music Appreciation – semester course

This course introduces students to a wide range of musical concepts, styles, and genres. Students explore topics such as music history, composition, performance, and careers in music. Through listening, discussion, and creative activities, students build an understanding of music's role in culture and personal expression.

Exploring Engineering and Technology – semester course

This course introduces students to the principles of engineering and technology in today's world. Students engage in hands-on design challenges, problem-solving activities, and the engineering design process. Through experimentation and collaboration, students learn how innovation and technology impact everyday life.

Computer Technology – semester course

Students develop essential digital literacy and life skills through hands-on experiences with technology. Topics may include keyboarding, basic computer applications, financial literacy, entrepreneurship, and career awareness. This course helps students build skills that are valuable for both academic success and future careers.

Reading Connections – yearlong course

Reading Connections provides support for students in developing and strengthening reading skills needed for grade-level success. Instruction focuses on comprehension, vocabulary, and fluency to help students become confident and capable readers. **Enrollment in this course is based on academic performance and placement criteria.**

Physical Education (PE) – semester course

Physical Education promotes lifelong fitness, health, and wellness. Students participate in a variety of activities designed to improve physical fitness, teamwork, and motor skills. Units may include team sports, individual activities, fitness training, and recreational games. Students are expected to follow dress guidelines and actively participate unless excused. Excuses for sitting out must be in writing and provided to the students' teacher. Dress guidelines are as follows: shorts, leggings, and/or sweatpants along with tennis shoes. All PE dress must follow school wide dress code.

World Language (Spanish) – year long course

Spanish is offered to selected students in 7th and 8th grade. Students build foundational skills in speaking, listening, reading, and writing in a second language. Students who successfully complete consecutive years of Spanish may earn high school credit. **Enrollment in this course is based on academic performance and placement criteria.**

Grading Policies

Student grades reflect academic performance.

Grading Scale:

- A: 90-100
- B: 80-89
- C: 70-79
- F: Below 70

Grade Reporting:

- Progress reports are sent every 9 weeks and are available through Infinite Campus' Parent Portal.
- Report cards are issued every semester (18 weeks) and are available through Infinite Campus' Parent Portal
- 2026-2027 Grade Reporting Dates:
 - First Nine Weeks Progress Report – October 10, 2026
 - First Semester Report Card – January 6, 2027
 - Third Nine Week Progress Report – March 13, 2027
 - Final Report Card – May 26, 2027
- Questions or concerns about student grades should first be discussed with the classroom teacher.

Homework

Homework can be an important extension of classroom learning. It is designed to reinforce skills, build independence, and support long-term retention of knowledge.

Effective homework should:

- Provide practice on skills and concepts already taught in class
- Help students develop responsibility, organization, and time management
- Allow students to apply what they have learned in meaningful ways

Homework is not intended to introduce new material without instruction. New concepts are taught during the school day, where teachers can provide guidance and support.

Balanced Workload

We are committed to maintaining a reasonable and developmentally appropriate workload for all students.

- Homework should be purposeful and manageable in length
- Assignments are designed to reinforce learning—not overwhelm students
- Students are encouraged to seek help if they do not understand an assignment, and doing so should not impact the grade they receive on the assignment

If homework consistently creates frustration or takes an excessive amount of time, families are encouraged to communicate with the teacher.

Student Responsibilities

Students are expected to:

- Record assignments and due dates, looking to the teacher's Canvas page as necessary
- Complete work on time
- Put forth their best effort
- Ask questions when they need clarification

Family Support

Families can support student success by:

- Encouraging consistent homework routines
- Providing a quiet, focused space for study
- Monitoring completion and effort

Missed Work

- Students are responsible for completing assignments, and any late work will be handled in accordance with the teacher's course syllabus given at the beginning of the year.
- Students are responsible for making up work after excused absences.
- Assignments should generally be completed within the same number of days as the absence. Teachers are not mandated to accept work missed due to unexcused absences.

Testing

Students participate in a variety of assessments throughout the school year to measure progress, guide instruction, and support academic growth.

State Assessments (Georgia Milestones Assessment – GMA)

- Students will participate in the Georgia Milestones Assessment (GMA) as part of the state's academic accountability system.
- 6th & 7th Grade: Students will take the GMA in:
 - English Language Arts (ELA)
 - Mathematics
- 8th Grade: Students will take the GMA in:
 - English Language Arts (ELA)
 - Mathematics
 - Science
 - Social Studies
 - Students enrolled in Honors Enhanced Algebra will also take the End of Course (EOC) assessment through the GMA. The EOC counts as 20% of the student's final course grade

Local Assessments (Beacon)

- Throughout the school year, students will also participate in the Beacon assessment, a district-wide formative assessment.
- Beacon assessments are used to:
 - Monitor student progress over time
 - Identify strengths and areas for improvement
 - Adjust instruction to better meet student needs

Classroom Assessment:

In addition to state and district testing, students will complete:

- Quizzes
- Unit tests
- Projects and performance tasks

These assessments provide ongoing feedback and help students demonstrate their understanding of course content.

Expectations for Students

Students are expected to:

- Attend school on testing days
- Arrive prepared and on time
- Put forth their best effort on all assessments

Focus on Growth

At McClure, we believe in growth over perfection.

Assessments are not just about grades—they are tools that help students:

- Understand their progress
- Set goals for improvement
- Build confidence as learners

We encourage students to approach each assessment as an opportunity to learn, improve, and demonstrate their growth over time.

Mastery And Academic Recovery

At McClure, we believe learning is a process, and students are expected to develop mastery of essential skills over time. Mastery learning as practices is designed to ensure students learn from mistakes, build confidence, and deepen their understanding of the material—not just complete assignments.

Students may be provided opportunities to:

- Revise or improve assignments after receiving feedback
- Recover learning through additional practice or reassessment
- Demonstrate understanding after additional instruction or support

All mastery and recovery opportunities will be implemented in accordance with the individual teacher's syllabus, which is provided at the beginning of the school year.

Families and students should refer to each teacher's Canvas page for specific expectations, timelines, and procedures related to assignments, reassessments, and recovery opportunities.

Promotion And Academic Progress

Student promotion to the next grade level is based on academic performance and demonstrated progress throughout the school year. To be promoted, students must **pass at least five (5) out of six (6) courses**.

Ongoing Communication and Monitoring

Student progress is monitored continuously throughout the school year. Teachers, students, and families will engage in regular communication regarding academic performance, work habits, and overall progress.

- Families will be notified if a student is at risk of failing courses or being retained
- Teachers and staff will work collaboratively with students and families to identify concerns early
- Conferences, emails, and progress reports will be used to ensure families remain informed

Our goal is to partner with families to support students well before retention becomes a concern.

Academic Support and Intervention (MTSS)

Students who are not demonstrating adequate academic progress may be referred to the **Multi-Tiered System of Supports (MTSS)** process.

Through MTSS, students may receive:

- Targeted academic interventions
- Increased instructional support
- Ongoing progress monitoring

For information about the MTSS process, contact, Dr. Jenette Allen @ jrallen@paulding.k12.ga.us

Retention Consideration

Students who do not meet promotion requirements and/or do not demonstrate sufficient academic progress may be recommended for retention.

Retention decisions are made thoughtfully and consider multiple factors, including:

- Academic performance and readiness
- Progress over time
- Work habits and effort
- Social and emotional development

Retention is **not based on grades alone**, but on what is in the best overall interest of the student.

Appeals Process

If a family wishes to appeal a retention or promotion decision, the request must be submitted in writing to the principal: Tammy Ponder, Principal @ trponder@paulding.k12.ga.us

SECTION 6: ACTIVITIES & OPPORTUNITIES

Clubs/Extracurriculars

Students have the opportunity to participate in a variety of before- and after-school clubs and activities that promote interests, build connections, and enhance the overall school experience.

- Students must have transportation arrangements in place prior to participation
- Club offerings may vary throughout the year
- Club sponsors will establish and communicate expectations, meeting schedules, and any participation requirements or qualifications

Current club opportunities may include:

- Art Club
- SMMS Buddy Club
- STEAM
- Wolf News Network
- NPHS Cadets Winter Guard
- Fellowship of Christian Athletes (FCA)
- National Junior Beta Club
- Academic Team
- Book Wolves
- Book Fair Student Crew
- Alpha Ambassadors

For the most up-to-date information, including meeting times and sponsor details, please refer to the school website's [Clubs and Organization Page](#)

Participation in clubs is a great way for students to make connections, develop leadership skills, and get involved in the McClure community.

Field Trips

Field trips are an extension of classroom learning and provide students with unique, real-world experiences that enhance academic understanding and engagement.

Trips may take place during the school day or outside of school hours and are designed to support instruction, build connections, and enrich the overall student experience.

- **Written parent/guardian permission is required** for all field trips
- Families may be asked to contribute donations to help cover costs
 - Students will not be excluded based on inability to pay
 - Trips may be canceled if sufficient funding is not secured

Students are expected to represent McClure positively and follow all school expectations while participating in field trips.

- Participation in field trips is considered a privilege and may be affected by a student's behavior and conduct
- Families will be notified if a student is at risk of losing this opportunity

Trip sponsors will provide details regarding:

- Expectations for behavior
- Trip logistics and schedule
- Appropriate attire

Student Honors and Celebrations

At McClure, we believe in recognizing and celebrating student success—both academically and through positive contributions to our school community. Throughout the year, we offer a variety of opportunities to honor student achievement, growth, and character.

Quarterly Celebrations - Celebration U

At the end of each nine weeks, students who meet the following expectations may participate in Celebration U, a time for fun activities sponsored by teachers:

- Passing all classes **and/or** having no missing assignments
- No more than **three (3) unexcused absences** during the quarter
- No behavior that results in **Out-of-School Suspension (OSS), In-School Suspension (ISS), and/or bus suspension**

Recognition of Our Pillars

Throughout the year, students are recognized for demonstrating our core beliefs:

- **Serve Others**
- **Make Connections**
- **Move with Integrity**
- **Set Goals for Growth**

Recognition may include:

- Weekly grade-level contests
- Incentives such as **free seating at lunch** or **free gym during PackTime**
- We celebrate students who show **academic and personal growth**, including progress on district assessments, and recognize students in meaningful ways throughout the year for their effort and achievement.

End-of-Year Honors

At the end of the school year, McClure hosts Honors Assemblies to recognize academic achievement.

- Awards include:
 - All A Honor Roll
 - A/B Honor Roll
 - Subject Area Awards
 - Sammy McClure Awards including McClure Scholar and McClure Citizen
- Final eligibility is based on grades as of April 30
- 2026-2027 Honors Day dates:
 - May 24: 6th and 7th Grade
 - May 25: 8th Grade

SECTION 7: STUDENT BEHAVIOR & EXPECTATIONS

Core Expectations

Core Expectations

Student behavior at McClure is guided by our core beliefs:

- **Serve Others** – Show kindness, support others, and contribute positively to the school community
- **Make Connections** – Build respectful relationships with peers and adults
- **Move with Integrity** – Make responsible choices and do the right thing, even when no one is watching
- **Set Goals for Growth** – Take ownership of learning and behavior and strive for continuous improvement

These expectations apply in the classroom, throughout the school, and in all school-related activities.

Code Of Conduct

Student Code of Conduct – Key Highlights

The Paulding County School District Student Code of Conduct outlines the full set of rules, expectations, and consequences. The following highlights address common areas of concern:

Dress Code:

Students are expected to dress appropriately for a school environment.

- Shorts and skirts must be at least as long as the longest fingertip
- Shoulders must be covered, and armholes must be fitted and not excessively open
- Hats, bonnets and other headwear are not permitted during the school day
- Pajama pants, slippers or other sleepwear are not allowed

Administrators reserve the right to determine if attire is inappropriate or disruptive.

Bullying, Harassment, and Inappropriate Language

- Bullying, harassment, or intimidation of any kind is prohibited
- This includes behavior involving:
 - Racial language or slurs
 - Comments related to race, ethnicity, religion, or sexuality
 - Any actions that target or demean others

These behaviors will be investigated and addressed by administration in accordance with the Student Code of Conduct.

Physical Behavior

- Fighting and physical aggression are serious and cumulative offenses
- Consequences follow a progressive structure across grades 6–12:
 - First offense: 3–5 days Out-of-School Suspension (OSS)
 - Second offense: 5–10 days OSS
 - Third offense: Recommendation for expulsion

Any behavior that places others at risk will result in immediate administrative action.

Vaping, Tobacco, and Prohibited Substances

- The use, possession, or distribution of vaping devices or tobacco products is prohibited.
- Devices containing THC or other controlled substances are considered a serious violation and may result in elevated disciplinary consequences

Consequences may range from approximately 5 days In-School Suspension (ISS) to expulsion, depending on the severity and frequency of the offense.

School Bus Expectations

- Students must follow all rules and expectations while riding the school bus
- Unsafe or inappropriate behavior may result in loss of bus privileges

Inappropriate Physical or Sexual Conduct

- Students must maintain appropriate personal boundaries at all times
- Students may not touch others in private areas (to include the buttocks) or engage in behaviors such as removing clothing (“pantsing”)

These behaviors are considered serious violations and will result in disciplinary action.

Searches and Investigations

- Students, their belongings, and school-issued devices may be searched when there is reasonable suspicion of a violation
- Students may be questioned as part of an investigation

School officials may act in loco parentis (in the place of a parent), meaning students may be interviewed without prior parent contact when necessary to maintain safety and order.

For full details, including definitions and consequences: [Paulding County Student Code of Conduct](#)

Discipline Overview

At McClure, discipline is designed to support learning, build responsibility, and maintain a safe environment for all students.

School Commitment

Teachers and administrators are committed to:

- Supporting students in reaching their full potential
- Communicating and working with families
- Maintaining a safe, structured environment for all students

While we work to support every student, our primary responsibility is to protect the learning environment for all students.

Classroom-Level Interventions

Teachers work to address behavior within the classroom first and partner with families to support student success.

Interventions may include:

- Verbal warnings and redirection
- Parent/guardian contact
- Silent lunch
- In-team isolation

These steps are intended to help students refocus and remain engaged in learning.

Administrative Involvement

A referral to administration may occur when:

- Classroom strategies are not effective
- Behavior is repeated or escalates
- A student disrupts the learning environment

Non-Negotiable Behaviors

Certain behaviors require **immediate administrative action**, including:

- Harm to self or others
- Threats or serious misconduct
- Behavior that significantly disrupts or prevents learning

SECTION 8: SAFETY & WELL-BEING

Bullying Policy

Bullying is not tolerated at McClure or within the Paulding County School District.

What is Bullying?

Bullying is **intentional, repeated behavior** that harms, threatens, or intimidates another student, including:

- Physical, verbal, or social actions
- Cyberbullying using technology

Bullying is more than students not getting along or disagreeing. It involves a pattern of behavior that creates fear, harm, or disruption to learning.

Where It Applies

Bullying includes behavior:

- At school, on buses, or at school events
- Online or off campus if it impacts the school environment

Reporting

- Report concerns to your child's teacher, or...
- Counselors:
 - Mrs. Lowe (Last Names A-L), glowe@paulding.k12.ga.us
 - Mrs. Stockelman (Last Names M-Z), astockelman@paulding.k12.ga.us
- Administrators:
 - Jenette Allen (6th Grade and 8th Grade Last Names A-L), jrallen@paulding.k12.ga.us

- Jon Goodfriend (7th Grade and 8th Grade Last Names M-Z),
jona.goodfriend16@paulding.k12.ga.us
- Reports should be made as soon as possible

Response & Consequences

- All reports are investigated
- Students who engage in bullying will face disciplinary consequences
- Repeated or severe behavior results in more serious action

Mental Health Supports

School Counseling Services:

Counseling services at McClure are an important part of the school experience and are designed to support the academic, social, and emotional growth of all students. Counselors partner with students, families, and staff to ensure each student has the support needed to succeed both in and out of the classroom.

Sammy McClure Sr. Middle School has two full-time counselors:

- Mrs. Gina Lowe, Lead Counselor (A–L): glowe@paulding.k12.ga.us
- Mrs. Ashley Stockelman (M–Z): astockelman@paulding.k12.ga.us

School counselors work with students to:

- Support academic success and goal setting
- Promote positive relationships and decision-making
- Provide social-emotional support
- Assist with planning for future academic and career pathways

Our goal is to help students grow, stay connected, and make the most of their middle school experience.

School Based Therapy

McClure offers access to school-based and online therapy services to support students' social and emotional well-being. Through partnerships with Daybreak Health and Northrup Therapy Services, students may receive counseling from licensed professionals during the school day, either virtually or on campus. Services may be covered through insurance, and some options are available at no cost through grant funding. *Families interested in these services should contact the school counseling department for more information and enrollment.*

EMERGENCY PROCEDURES

Health/Medical Policies

A school nurse is available during the school day to assist with student health needs. Parents are encouraged to communicate any medical concerns or conditions with the school nurse. To ensure the safety of all students, the following procedures for medications must be followed:

Medication Guidelines

- All medications (prescription and over-the-counter) must be brought directly to the school by a parent or guardian and submitted to the clinic.
- Students are not permitted to transport medication to or from school.
- All medications must remain in the original labeled container:
- Prescription medications must include the student's name, doctor's name, dosage instructions, and expiration date.
- Any dosage adjustments must be reflected on the prescription label.
- A completed Assistance with Medication form is required for each medication.
- Medications will only be administered according to:
 - Physician instructions, or
 - Directions on the original container

Additional Procedures

- No more than a one-month supply of prescription medication should be provided at a time.
- For medications that must remain with the student (e.g., inhalers, EpiPens), appropriate documentation with a physician's signature is required.
- All medications are dispensed through the school clinic/office only.

Important Reminder

The school does not provide medication to students. All necessary medications must be supplied by the parent or guardian.

- Students may not carry over the counter medication on their person. Doing so violates our school code of conduct and can result in consequences.
- Additionally, students are not to share medication with other students. Doing so violates our school code of conduct and can result in consequences as severe as expulsion.

These procedures are designed to ensure the safety and well-being of every student. If you have questions, please contact the school nurse.

SECTION 9: TECHNOLOGY USE

Devices/Cell Phone

Cell Phones

In accordance with Georgia state law and district expectations, Sammy McClure Sr. Middle School maintains a strict no cell phone policy during the school day.

Student Expectations

- Cell phones and personal electronic devices are not permitted for use at any time during the school day.
- Devices must be:
 - Turned off or on silent
 - Stored in the student's locker or backpack at all times
- This includes, but is not limited to: cell phones, smartwatches, earbuds/headphones, tablets, and other personal electronic devices.

Prohibited Use

Students may not:

- Use devices during class, transitions, lunch, or any part of the school day
- Text, call, record, or access apps while on campus
- Use devices on school buses
- *Unauthorized use of a device is considered a disruption to the learning environment.*

Violations, Searchability, and Consequences

Teachers will address cell phone violations in accordance with their individual classroom rules and expectations.

Students are expected to follow staff directions immediately when asked to put away a device.

- A refusal to comply with a teacher's directive will result in administrative involvement.
- Continued non-compliance may lead to:
 - Device confiscation
 - Parent/guardian contact
 - Requirement for a parent/guardian to pick up the device from the front office

Repeated violations or refusal to comply may result in additional disciplinary consequences in accordance with the Student Code of Conduct.

Search and Investigation

Cell phones and personal devices are **subject to search** if there is reasonable suspicion that the device is being used to violate school rules or the Student Code of Conduct.

This includes, but is not limited to:

- Cyberbullying or harassment
- Recording or photographing students or staff without permission
- Sharing or transmitting inappropriate content

All such incidents will be fully investigated. *When required, incidents may be reported to school safety personnel or law enforcement in accordance with mandated reporting laws.*

Parent/Guardian Partnership

Parents/guardians play an important role in supporting responsible technology use.

- Families are encouraged to monitor student use of social media and digital communication outside of school
- Issues that originate from off-campus device use but create disruption within the school environment will be addressed as violations of the Student Code of Conduct

Our responsibility is to maintain a safe and focused learning environment. When outside behavior impacts the school setting, the school will take appropriate action.

Laptops

Sammy McClure Sr. Middle School provides students with access to technology to support daily learning.

- Students in 7th and 8th grade are issued a take-home laptop.
- Students in 6th grade are provided access to devices through shared laptop carts during instructional time. They will not be taking these laptops home.

The school is in the process of transitioning to a classroom cart model for all grade levels. Additional information and updates will be shared with students and families as this transition occurs.

Notes for 7th and 8th Grade Students:

- Charge your laptops every night
- It is your responsibility to bring your laptop charged and ready to use every day.
- Shut down your computer every night, so it installs updates regularly.

Acceptable Use

The Paulding County School District provides students with access to technology and internet resources to support learning, communication, and educational growth.

Use of these resources is a privilege, not a right, and students are expected to use all technology responsibly, appropriately, and in alignment with school expectations.

Full Acceptable Use Policy can be found @ [Paulding County Acceptable Use Policy](#)

Key Expectations

School technology is a privilege and must be used for learning only.

Non-Negotiables - Students may not:

- Use technology to bully, harass, or harm others
- Access or share inappropriate content
- Record or photograph anyone without permission
- Use social media (unless directed by a teacher)
- Attempt to bypass school filters (VPNs, etc.)

Monitoring

- All activity is monitored

- There is no expectation of privacy

Consequences - Misuse will result in:

- Loss of technology privileges
- Disciplinary action

Technology is for learning. Misuse that disrupts learning or harms others will not be tolerated.

Digital Citizenship

Digital Citizenship

At McClure, students are expected to use technology and digital tools in a way that reflects our core beliefs: **Serve Others, Make Connections, Move with Integrity, and Set Goals for Growth.**

Technology is a powerful tool. How students use it should reflect who they are as learners, leaders, and members of our school community.

Serve Others

Students use technology in ways that support and uplift others. Students are expected to:

- Use digital tools to contribute positively to the learning environment
- Avoid behavior that harms others, including cyberbullying or inappropriate communication
- Help maintain a safe and respectful digital space

Our choices with technology should make our school better for everyone.

Make Connections

Students use technology to build **positive, respectful relationships**. Students are expected to:

- Communicate respectfully in all digital interactions
- Collaborate appropriately with peers
- Respect the privacy and dignity of others
- Students may not: Record, photograph, or share images of students or staff without permission

Technology should strengthen connections—not damage them.

Move with Integrity

Students demonstrate honesty, responsibility, and accountability in all digital actions. Students are expected to:

- Complete their own work and give proper credit to others
- Use technology for its intended educational purpose
- Make responsible choices when posting, sharing, or communicating

Integrity matters—online and offline.

Set Goals for Growth

Students use technology as a tool to support learning and continuous improvement.

Students are expected to:

- Stay focused and engaged when using digital tools
- Use feedback and digital resources to improve their understanding
- Avoid distractions that interfere with learning

Technology should help students grow—not hold them back.

Care and Responsibility for Devices

Students are responsible for taking care of all school-issued devices so they remain available for learning—for themselves and others.

Students must:

- Handle devices carefully and use them appropriately
- Use devices in ways that allow continued use by themselves and others
- Avoid any actions that may damage the device

Examples of misuse include, but are not limited to:

- Cracking or damaging screens
- Removing keyboard keys
- Placing objects into charging ports or device openings

Students may be held financially responsible for damage resulting from intentional misuse

- If a device is intentionally damaged:
 - The student will **not be issued a replacement device**
 - Access to a device may be limited until the damage has been repaired or resolved

Accountability

Students are responsible for their behavior when using technology, both on and off campus.

- Misuse of technology may result in disciplinary consequences
- Off-campus behavior that disrupts the school environment will be addressed under the Student Code of Conduct

Our Focus

At McClure, we believe:

- Technology should be used to serve others, build connections, act with integrity, and support growth.
- How students use technology reflects their character and their commitment to learning.