

Chattanooga Valley Middle School

EAGLES

2009 - 2010

Student

Expect Academic *Goals* Growth; Let Education help you

Chattanooga Valley Middle School

847 Allgood Road

Flintstone, GA 30725

<http://www.walkerschools.org/cvm>

(706) 820-0735

**CHATTANOOGA VALLEY MIDDLE SCHOOL
2009 – 2010 CALENDAR**

August 3,4,5,6	Professional Learning Days
August 7	Student's First Day
August 7	Begin 1 st 9 Weeks
August 27	Three Week Deficiency
September 7	Labor Day Holiday
September 9	Progress Report
September 18	Six Week Deficiency
October 9	End 1 st 9 Weeks Grading Period
October 12,13	Fall Break – Students
October 14	Begin 2 nd 9 Weeks
October 20	Report Cards Distributed
November 3	Three Week Deficiency
November 13	Progress Reports
November 24	Six Week Deficiency
November 25 –27	Thanksgiving Holidays
December 18	End 2 nd 9 Weeks Grading Period
December 21 – January 5	Christmas Holiday – Students
December 21 – January 1	Christmas Holiday – Teachers

End 1st Semester

January 4,5	Professional Learning Days
January 6	Begin 3 rd 9 Weeks
January 12	Report Cards Distributed
January 18	Martin Luther King Holiday
January 27	Three Week Deficiency
February 8	Progress Reports
February 15	President's Day Holiday
February 18	Six Week Deficiency
March 11	End 3 rd 9 Weeks Grading Period
March 12	Professional Learning Day
March 15	Begin 4 th 9 Weeks
March 19	Report Cards Distributed
April 2	Three Week Deficiency
April 5 – April 9	Spring Break
April 21	Progress Reports
April 30	Six Week Deficiency
May 21	Students Last Day
May 24,25,26	Professional Learning Days

BELL SCHEDULE

2009 – 2010

7:50		Dismiss from Gym / Cafeteria
7:55		Tardy Bell
7:55	8:00	Homeroom
8:00	9:15	1st Period
9:19	10:34	2nd Period
10:38	12:35	3rd Period

Lunch Schedule

	11:10	11:35	7th Grade Lunch
	11:40	12:05	8th Grade Lunch
	12:10	12:35	6th Grade Lunch
12:40	1:55		4th Period
1:59	3:15		5th Period

Assistance Directory

The list below indicates some of the more frequent questions or problems of students and the place or person where help may be obtained.

Principal

Mr. Eugene Ward

eugeneward@walkerschools.org

Assistant Principals

Mr. Jeff Walker

jeffwalker@walkerschools.org

Mr. Jeremy Roerdink

jeremyroerdink@walkerschools.org

Counselors

Mrs. Cheryl Matthews

cherylmatthews@walkerschools.org

Mrs. Sharla Green

sharlagreen@walkerschools.org

Academic Coach

Mrs. Sheila Perry

sheilaperry@walkerschools.org

Graduation Coach

Mrs. Ginny Moore

ginnymoore@walkerschools.org

Secretary Mrs. Sandra Locke
sandralocke@walkerschools.org

Registrar Mrs. Kathy Gilstrap
kathygilstrap@walkerschools.org

Cafeteria Manager Mrs. Theresa Arthur
theresaarthur@walkerschools.org

Bus Transportation Assistant Principals

Change of Address/School Registrar

School Insurance Secretary

General Information Main Office
sandraclark@walkerschools.org
traciewhittington@walkerschools.org
sandralittle@walkerschools.org

Sports Information Mr. Jeff Walker, Athletic Director
jeffwalker@walkerschools.org

Parent Involvement Mrs. Lauren Walker
laurenwalker@walkerschools.org

Webmaster Mr. Todd Zinkann
toddzinkann@walkerschools.org

A Message from the Principal

On behalf of the faculty and staff, I take the pleasure in welcoming you to Chattanooga Valley Middle School. This handbook is published so that all students of Chattanooga Valley Middle School may have a ready reference to information which is necessary to the understanding of the daily operation of our school. It is essential that all students read the information contained in this handbook so there may be as few misunderstandings as possible. When this handbook does not give you the information you need, you should contact your building administrator, counselor, or a teacher for help.

Our goal at Chattanooga Valley Middle School is excellence, and striving to reach this goal must be a cooperative effort on the part of the students, teachers, administrators, parents, and community. We earnestly solicit your cooperation in this venture and assure you that the result will be well worth the effort. I urge you to become actively involved in your studies and the extracurricular activities at your school.

Equal Educational Opportunities

It is the policy of the Walker County Board of Education to provide equal educational opportunities without regard to race, sex, age, religion, national origin, handicapping condition, or veteran status in its educational programs and activities. This includes but is not limited to, admissions, educational services, financial aid, and employment.

Volunteers

Parents, as well as other interested persons, are encouraged to become involved in a constructive way at the school during or after hours. Volunteers may be used for instructional, non-instructional, or resource activities. Instructional activities may include tutoring or listening to children read. Non-instructional activities may include making bulletin boards, preparing materials for learning centers, and parties. Resource persons may be utilized when there is need for a person to visit the class to share information in his/her field of expertise.

*Please Visit Our School And Be A Part Of
Your Child's Education!*

Mission Statement

Expect **A**cademic **G**rowth; **L**et **E**ducation help you **S**oar

Vision of Chattanooga Valley Middle School

Chattanooga Valley Middle School has been recognized as one of the outstanding schools in the state and nation. Quality educational programs are comprehensive to meet the needs of all students, the community, the state and nation.

The facilities appropriately accommodate all programs and services. Our school has exemplary classrooms, laboratories, and support facilities with state-of-the-art technology. A safe, clean and attractive environment exists.

Our Staff Believes

1. Learning is our priority. Quality instruction and learning opportunities will lead to intellectual, moral, physical, social and emotional development for all.
2. Education is a shared responsibility involving the student, family, school, and community.
3. Chattanooga Valley Middle School will assist students in learning to accept the consequences of their own behaviors, to assume responsibility, to practice self-discipline, and to respect the rights of others.
4. Chattanooga Valley Middle School will provide a positive transition from elementary school to high school in a safe, supportive, and structured environment.

Clubs and Organizations

Chattanooga Valley Middle School offers a variety of clubs and organizations in which students may join. Participation in clubs and/or organizations is absolutely voluntary, and students are given the opportunity for silent reading / study hall time in lieu of club time.

Advisors will provide parent permission forms which will include a club or organization's mission/purpose, and planned activities. Clubs will meet the last Friday of each month, unless otherwise posted. The first club day is scheduled for August 28th.

Students are required to obtain parent permission before joining a club / organization. Club advisors will provide these permission forms prior to the first club meeting. We encourage all students and parents to examine the club list, and decide which club, if any, the student will join. (Some clubs/organizations do have enrollment limits, therefore an alternate choice might be necessary.)

<u>Club Name</u>	<u>Advisor</u>	<u>Advisor Email</u>
Art	Bea Smith	beasmith@walkerschools.org
6 th – 7 th Chess	David Macallister	davidmacallister@walkerschools.org
8 th Chess	Linda Furman	lindafurman@walkerschools.org
F.C.A.	Lynn Duble Lance James	lynnduble@walkerschools.org lancejames@walkerschools.org
Fishing Club	Matt Monahan	mattmonahan@walkerschools.org
Kids Care	Tammy Perez	tammyperez@walkerschools.org
Newspaper	Bam Timmerman	bamtimmerman@walkerschools.org
Reading Bowl	Donna Mason	donnamason@walkerschools.org
Science	Mike Anderson	michaelanderson@walkerschools.org
Sports	Nicky Peppers	nickypeppers@walkerschools.org
Student Council	Elizabeth Genter	elizabethgenter@walkerschools.org
T.S.A	Steve Wells	stevewells@walkerschools.org
Walking	Melanie Autry	melanieautry@walkerschools.org
Yearbook	Todd Zinkann	toddzinkann@walkerschools.org

Curriculum

The curriculum offers academic, vocational, technological, and recreational opportunities to meet the unique academic and developmental needs of the middle level child.

ACADEMICS

6th Grade

English/Language Arts
Mathematics
Earth Science
Social Studies

7th Grade

English/Language Arts
Mathematics
Life Science
Social Studies

8th Grade

English/Language Arts
Mathematics
Physical Science
Georgia Studies

CONNECTIONS

6th Grade

Career Self-Awareness
Explorations In Technology
Keyboarding
Health & PE
Art

7th Grade

Art
Career Research Skills
Computer Utilization
Explorations In Technology
Health & PE

8th Grade

Career Decision Making
Art
Computer Research
Explorations In Technology
Health & PE

Connection Schedule

Students will have the opportunity to enroll in two connection classes each semester. Chattanooga Valley Middle School will operate on an A/B connection schedule during the 2009-2010 school year which will alternate every other day.

Students will have the opportunity to select two different connections for second semester.

Special Programs

Classes are available to serve students with special needs. Based on the recommendation of the local student support team, students who qualify under state recommended guidelines may be placed in one of the courses of study.

School Hours

Normal school hours shall be defined as 7:55 a.m. until 3:15 p.m., Monday through Friday. Reasonable rules of student conduct shall apply at all times students are on a school bus or campus, in attendance at any school-related function on this or another school campus, or any other public or private property being used for school-related function. No students or outsiders will be allowed in the school building, including the gymnasium, after normal school hours without faculty supervision or proper adult supervision authorized by the school administration.

School Day

Students should arrive no earlier than 7:00 a.m. or no later than 7:55 a.m. Neither rooms nor school buildings will be open before 7:00 a.m. Proper adult supervision of your child will be available at 7:15 a.m. **Students who arrive prior to 7:30 should go to the cafeteria. Once breakfast has been served students who are not eating should report to their designated area in the gym. As students finish their breakfast, they too should report to the gym. At 7:50, a bell will ring and students may go to their homeroom.**

Tardiness

Students entering homeroom anytime after 7:55 a.m. must sign in at the main office. If the student is late to class because a teacher has detained him/her, that teacher will give the student a pass to his/her next class. Medical or orthodontic appointments will be honored and considered excuses for tardiness to school. Additionally, students are not considered tardy when riding busses that arrive late to school. (Students on busses that arrive late should see the clerk in the main office for a pass to class.) Punctuality on the part of the students is deemed important to get the school day off to a good start.

“The Walker County Board of Education considers regular school attendance to be essential for educational progress. Students shall be in attendance in the Board’s Schools in accordance with the requirements of the compulsory school attendance law for the 180 full-length days prescribed by law.” A record of attendance for each student enrolled in Board Schools shall be kept in compliance with the regulations of the State Board of Education.

Georgia law 20-2-690.1 states that for children age 6-16 any parent, guardian, or other person residing in the state who has control or charge of a child or children and who shall violate this Code section shall be guilty of a misdemeanor and upon conviction thereof, shall be subject to a fine not to exceed \$100.00 or imprisonment not to exceed 30 days, or both, at the discretion of the court having jurisdiction. Each day’s absence from school in violation of this part shall constitute a separate offense.

It is the position of the Walker County Board of Education that every day at school is important and that no student shall be absent except for the following reasons, which are considered excused absences according to the Georgia State Board of Education Policy:

1. Personal illness or attendance in school which may endanger a student’s health or the health of others.
2. Serious illness or death in a student’s immediate family.
3. A court order or any order by a governmental agency, including preinduction physical examination for service in the armed forces, mandating absence from school.
4. Religious holidays, necessitating absence from school.
5. Conditions rendering attendance impossible or hazardous to student health or safety.
6. A student registers to vote in public elections (not to exceed one day). When a student is at least 12 years of age and is serving as a page in the Georgia General Assembly, the student shall be credited as present, by the school in which the student is enrolled, for days missed from school for this purpose.

Good attendance habits positively impact the learning process and carry over into the world of work. While teachers and administrators are charged with the responsibility of providing worthwhile daily activities for students, the students and their parents must assume responsibility for the student being punctual and regular in attendance. A student is considered absent if he/she is not present for at least one half of the school’s scheduled day.

Absence will be considered excessive when the following number of days per semester is exceeded. In high schools, attendance is also recorded by class period. A student is considered absent for the day from the class if he/she misses more than one half of the period.

1. High School 6 Days
2. Middle School 6 Days
3. Elementary School 8 Days

When a satisfactory solution to any attendance problem is not achieved at the local school level, the principal shall make a written report to the School Social Worker. The School Social Worker shall work with the student and/or the parents or guardians in seeking a solution to the problem through various channels available on or before the 10th day of absence.

A student's grades shall not be penalized because of absences provided the following conditions are met:

1. The absences are justified and validated for excusable reason;
2. The make-up work for excused absences was completed satisfactorily and in compliance with Walker County Board of Education Policy (IHEA) and;
3. A grade of 70 or above has been earned in the course of work.

All absences shall be unexcused until such notice is recorded. All absences must be verified in writing by a student's parent or guardian, medical doctor, or appropriate legal documents. This verification is due on the date that the student returns to school after the absence(s). If written verification is not received within three days, the absence shall be considered unexcused. The Board's school social workers are authorized to visit the home of the student to verify an illness or other hindering cause at the direction of the school principal. A period of three days excused absence due to death in the family shall be considered maximum. Immediate family shall be interpreted to mean: father, mother, brother, sister, step-parent, child, spouse, legal guardian, grandparent, or other relative living in the residence of the student.

Closed Campus

Chattanooga Valley Middle School operates on a Closed Campus system. Students must stay on school grounds from the time they arrive, even if first period has not yet started, until dismissal or until they are picked up by the bus. Any student leaving school grounds must be checked out through the main office.

Early Dismissal

Parents are urged to leave their children in school all day. Doctor or other appointments should be scheduled outside school hours and on school holidays whenever possible. If a child needs to be dismissed early, he/she should bring a note to his/her teacher stating time and reason. **There will be no early dismissals after 2:30.**

End of Day Dismissal

Middle School students are at an age when they are expected to accept more responsibility for their actions than they did in elementary school. One of those areas concern after school dismissal. Once afternoon announcements are made, the main office will dismiss students as their bus arrives on campus. Once the first round of bus riders are dismissed, walkers and car riders will be dismissed. Students are expected to stay with their fifth period teacher (unless other arrangements have been made) until they are dismissed. Because students are going in so many directions, it is sometimes difficult to see that every student is where he/she is supposed to be. We must emphasize to students that they follow dismissal procedures of which their parents are aware. The most frequent problem occurs when a student forgets that a parent is picking him/her up and rides the bus home. Much confusion and worry will be eliminated if parents, students and the school will communicate. In the final analysis, the student must be trusted to accept the responsibility for being where he/she is supposed to be. **Students who are not bus riders should be picked up by 3:30. School personnel cannot be responsible for their safety.**

Illness or Injury at School

If a student is injured or becomes ill at school, he/she is to report to his/her teacher and ask for a permit to come to the main office. If necessary, we will try to contact his/her parents. All students who are injured or become ill must check out through the main office before leaving school. Students needing medication while at school must have a statement of permission signed by the parent/guardian. A labeled bottle with student's name and dosage is required and should be left in the school office. **No student should be in possession of ANY medication while on school campus.**

Withdrawal of Students

The school should be notified in advance of a student's impending withdrawal from school. The student will receive a withdrawal form and instructions from the registrar. All textbooks, lunch payments, and fines must be cleared before the student secures a transfer record to another school.

Visitors

Students are not allowed to bring visitors to school; however, parents are always welcome and encouraged to make appointments to see teachers, the principal, the counselor, or visit classes. **All visitors to the campus must first check in at the main office to obtain a pass.**

Immunization

Georgia law requires all students enrolled in a Georgia school to have a Certificate of Adequate Immunization. This form may be secured from the Walker County Health Department or at the child's personal physician. A new student may be enrolled temporarily for 30 days. A certificate must be presented by the 30th day or the student will be withdrawn from the school as required by Georgia Law.

Student Insurance

Parents have the opportunity to purchase school accident insurance for their children. School-times and twenty-four hour coverage will be available. An information sheet explaining the program will be sent to each home. **We encourage you to purchase this coverage at the beginning of the school year.**

Locker

Lockers, with combination locks, are issued to students at the beginning of the year by the homeroom teacher. Lockers should be kept locked at all times. Students are cautioned against giving their combination to other students, or they cannot expect their property to be safe. Each student is responsible for keeping his/her locker clean both inside and outside. Damages caused by the misuse of tape, etc., will be charged to the student responsible. Any locker malfunction should be reported to the office. To avoid these malfunctions, students should not stuff and cram items into their lockers. It has been determined that when books and folders are all facing toward the "right side of the locker", locker malfunctions rarely occur. Students are cautioned not to keep money or other valuables in their lockers. Turn in valuable items to the office for safe keeping. School lockers remain the property of the school and may be opened for inspection by school officials. **LOCKER RENTAL WILL BE \$5.00.**

Telephones

Students will not be allowed out of the classroom to use the telephone except in cases of emergency, at which time the office staff will allow the call. Students using the phone should log in all phone calls made in a book provided by the office. No long distance calls will be made unless the charges are reversed. **A note from the student's teacher is required before the telephone may be used.**

Textbooks and Library Books

The Walker County Board of Education furnishes textbooks to all students. The care of books is the responsibility of each student. Some reasonable user damage is expected in daily use. Unreasonable or intentional damage to textbooks and library books will result in fines or damage fees. Lost textbooks or library books must be paid for and replaced. Fines for damaged or lost books are based on the current replacement cost. Students are encouraged not to share or loan their textbooks to other students. Each student is responsible for the textbooks that are issued to him/her.

Valuables

The school cannot be responsible for students' personal property. Students should leave valuables and large amounts of money at home. The school will maintain a "Lost & Found" and students who have misplaced an article should check the main office. No pocket knives or any non-school related item should be brought to school or any school event.

Bus Transportation

School bus transportation is a privilege that may be withdrawn for inappropriate behavior. A student is to ride the bus which he/she is assigned. Any emergency request to ride a different bus must be in writing by the parents/guardian and submitted to the office. Students will be allowed off the bus only at school, home, and locations requested in writing by parents. **The Bus driver is in complete charge of the bus and its occupants at all times.** Students riding the bus **must** comply with the requests of the driver. All rules and regulations of the school remain in effect from the time the student boards the bus until leaving the bus at his/her destination.

Lunch

All students must go to the lunchroom with their class at the time the class is designated to be in the lunchroom. The eating area to which the class is assigned must be clean before students are dismissed. Students are to remain seated in the cafeteria until dismissed by their teachers. Parents who wish to apply for free or reduced-price lunches for their children may do so by completing an application and returning it to the school. Students are to remain in the cafeteria during their lunch period. At no time are pupils allowed to take food outside the cafeteria where classes are being held.

Meals may be paid for on a daily, weekly, or monthly basis. Make checks payable to: C.V.M.S. Food Service.

Breakfast: Student - \$1.00 • Adult - \$1.50 • Extra Milk - \$0.40

Lunch: Student - \$1.75 • Adult - \$2.75 • Extra Milk - \$0.40

Walker County Public Health, working with the school system, will have registered Nurses working with the schools. These nurses will be able to provide the following services:

1. Access and treat by protocol minor conditions and accidental injuries. The nurses will have available a few over-the-counter medications to administer if the situation warrants (headache, fever, etc.) The parent/guardian will be notified if medication is given to a child.
2. Provide Health Screenings including hearing, vision, hemoglobin, urine, and blood sugar.
3. Assist in the management of chronic conditions and communicable diseases.
4. Provide wellness programs for students and staff.

If you would like to participate in the School Health Program, please check the appropriate space on your child's student emergency card.

Emergency Drills

Fire drills will be signaled by the repeated sounding of a horn. Students will exit the building by the nearest exit in single file to a location outside the building. Teachers will call roll and send a runner to the designated administrator to report all clear.

An all clear will be announced and students will return to their classes.

Tornado drills consist of students leaving their classrooms and sitting on the hall floors facing the walls. Students in the gym and cafeteria will follow their teachers' directions.

Power Failure – Students should remain in their room and remain seated until the office announces to continue regular schedule.

Grading System

A (90 – 100)	Is given for work of distinctively superior quality.
B (80 – 89)	Is given for work showing the qualities of "A" work, but to a slightly lesser extent.
C (75 – 79)	Represents substantial conscientious fulfillment of the minimum.
D (70 – 74)	Represents passing work, but is below standards of graduation quality.
F (Below 70)	Indicates failure to meet the lowest minimum standard for passing a course and the necessity for repeating the course to obtain credit.

Report Card & Progress Reports

Report Cards are distributed every nine weeks of the school year. Progress Reports are sent home after 4 1/2 weeks of each 9 weeks grading period. Students must return to the teacher the reports signed by their parent or guardian. Deficiency reports go home every 3rd and 6th weeks of each grading period.

PowerSchool

Parents with access to the Internet can access PowerSchool to view grades, attendance and assignments information. They may also email teachers from the PowerSchool link.

Electronic Communication Devices

Cellular phones and electronic devices will be confiscated if seen, heard or used during school hours.

No Pass / No Play

All students participating in extracurricular activities must have passed four classes the semester before they participate according to Walker County Board of Education Policy. Both connection classes are averaged to count as one class toward eligibility. Extracurricular activities include, but are not limited to; (1) All Sports, (2) All Intramurals, (3) Cheerleading, (4) Band or Choir, (5) and other activity practiced or played after school and sponsored by the school.

MAIN OFFICE PHONE

(706) 820-0735 • (706) 820-0736

INSTRUCTIONAL PROGRAM

Make-Up Opportunities

It is the position of the Walker County Board of Education that every day at school is important and that no student should be absent except for unavoidable circumstances. The first priority of Walker County Schools, however, is to assist students moving to higher levels of academic achievement.

In the event that a **middle-school student** is absent from school, the student's grades shall not be penalized for absences provided the following conditions are met:

1. Upon returning to school, the student contacts his/her teacher to schedule the make-up work, and
2. The make-up work is completed within three school days of the student's return to school, and
3. Make-up work is completed satisfactorily.
4. Make-up work, satisfactorily completed, following short-term out-of-school suspension shall be used in calculating the overall average for the grading period up to 70% credit of the maximum points possible.

Whenever absences are anticipated, make-up work should be assigned prior to the absence.

*The school principal may extend the completion date commensurate with the student's work load provided the student has made significant progress in completing the make-up work.

Dress Code

The Walker County Board of Education supports an educational environment for students which is safe, conducive to learning, and free of distractions. A student's dress and personal appearance should reflect dignity and pride in oneself and in school. Toward this end, students shall wear apparel which is appropriate for school and which will not interfere with the classroom or school operation. The following list provides student, parents, and school personnel with an understanding of what apparel is and is not acceptable at school. Parents are encouraged to assist the school by monitoring their child's clothing. The following list is not all inclusive. Each school administration has the right to evaluate a student's clothing to determine whether an item might be substantially likely to interfere with the function of the school. A parent/guardian or student may request in writing an exception for medical reasons to this dress code. This written request, along with supporting medical documentation, shall be given to the school principal for determination of acceptance or rejection of the request.

General

Each student shall wear clothing, which is the appropriate size for his / her body. **All clothing shall be hemmed appropriately and shall not have rips, tears, slits, cuts, etc., which reveal areas of the body.** Transparent clothing is prohibited. Clothing which is tight or clinging (e.g. spandex type material) is prohibited as outerwear. Appropriate undergarments shall be worn at all times and shall not be visible. Any type of apparel which has a reference (i.e. pictures, symbols, words, etc.) to alcohol, drugs, tobacco, sex, obscene language, suicide, violence, vulgarity, gang symbols / affiliation, cult symbols / affiliation or ethnic, sexual, or religious disparagement is prohibited.

Pants/Slacks/Jeans/Shorts

All pants / slacks / jeans shall be worn at the student's natural waistline. Pants / slacks / jeans / shorts shall be fastened appropriately. Baggy, oversized, or sagging pants / slacks / jeans / shorts are prohibited. The cuff width and length of pants / slacks / jeans shall not cover completely the student's shoes. **The length of shorts for middle school students shall be below the kneecap.** Capri pants or like garments for males or females, which extend below the knee are permitted.

Dresses/Skirts

In elementary school the length of dresses / skirts shall exceed a student's fingertips when the arm and fingers are extended downward against the leg. **In middle school and high school the length of dresses / skirts shall not be shorter than the top of the student's kneecap** and shall not have any slits which extend above the kneecap.

Shirts/Blouses/Tops

Shirts / blouses / tops shall cover the torso from the shoulders to the waistline and shall not extend below the beginning of the inseam or top of the thigh. Tank tops, tube tops, spaghetti straps, see-through blouses, and shirts / blouses / tops with torn out sleeves or sides are prohibited. Sleeveless blouses may be worn provided the armpit area is well fitted. Shirts / blouses / tops that reveal a bare midriff when the person's arms are raised over the head are prohibited.

Shoes

Students shall wear safe shoes at all times. **Flip-flops, bedroom / bathroom slippers, shoes with metal toecaps, and shoes with taps or cleats on the soles are prohibited.** It is strongly recommended that elementary school students wear tennis shoes, except for platform or high-heeled tennis shoes that are prohibited.

Coats

Coats shall not be longer than mid-thigh, except for JROTC uniforms.

Hair

Hair, including facial hair, shall be kept neat and clean. Hair that is painted or dyed unnatural colors and hairstyles, which have a distracting appearance, are prohibited.

Jewelry

Students may wear pierced earrings. However, **any other type of body or facial pierced jewelry that is visible outside the student's clothing is prohibited.** Jewelry which may create a hazardous condition, such as chains, wallet chains, or spiked or studded bracelets or necklaces, **tongue rings are prohibited.**

Miscellaneous

Students are prohibited from wearing hats, caps, hoods, combs or brushes in the hair, sunglasses (except prescription sunglasses with a doctor's note), or bandannas inside the school building. Tattoos that are visible outside the student's clothing are prohibited. Oversized book bags and oversized backpacks (those wider than the student's back and longer than the distance from the shoulder to the hip) are prohibited. An exception to the dress code will be made for school sponsored extracurricular activities as appropriate.

Information Concerning Media Center

- I. MEDIA CENTER HOURS: 7:30 A.M. – 3:30 P.M. Monday – Friday
Students/staff, as individuals or groups, have access to the media center at all times.
- II. COLLECTIONS for research and recreation
 - A. Books
 - B. Periodicals (Magazines and Newspapers)
 - C. Vertical File Materials
 - D. Audio-Visual Materials and Equipment
- III. CIRCULATION OF MEDIA MATERIALS
 - A. Students may check out 2 books at a time unless they have permission from the media center staff to check out an additional book for a classroom assignment.
 - B. Students may check out books (except reference, professional, and reserve book) for up to 14 days.
 - C. Books can be renewed for an additional 14 days if the student brings the book to the media center.
 - D. Lost or damaged books will be assessed according to age, and original or repair cost.
 - E. Fines for overdue books are .05 cents per day that school is in session. There are no overdue fines for days that students are absent.
 - F. Students may not check out books for other students.
 - G. If a student wishes to check out a book that is already checked out, the media staff will add his/her name to a waiting list for the book. The waiting list will consist of no more than 3 students.
- IV. PROCEDURES FOR CHECKING OUT BOOKS
 - A. All books are checked out with the computer. Students run the bar code reader back and forward, starting at the top edge of the book, over the book's bar code until he/she hears a clicking noise.
 - B. On the date due slip, which is found in the back of the book, using the date due stamp and pad, students stamp the date the book is due.
- V. RULES
 - A. Treat all media center materials and equipment with respect.
 - B. Respect the rights of students, teachers, and others to work in a pleasant atmosphere.
 - C. Clean up your area when you are finished working.
 - D. All school-wide rules apply in the media center.
 - E. No food or drink is allowed in the media center.

Student Conduct & Discipline

It is the belief of the Walker County Board of Education that no classroom can be a satisfactory learning situation and no school can be a satisfactory environment for the youth of the community unless the conduct of each student is wholesome, orderly, and respectful of authority. With this in mind, the Board delegates to the principals of the schools authority to take such responsible action as will insure a good school environment for all school children.

It is expected that major efforts in the area of discipline will be constructive in nature and that local school regulations will emphasize the positive aspects of behavior, such as (1) loyalty to democratic ideals and processes, (2) responsibility for one's own actions, (3) respect and concern for others, and (4) understanding and accepting self.

However, it is recognized that from time to time, serious problems of discipline may have to be dealt with. The rules that follow are adopted by the Board of Education to guide the actions of the principal and other appropriate personnel in such cases.

Part 1 - Substantive Rules

Rule 1. Disruption and Interference with School

No Student Shall...

- (a) occupy any school building, gymnasium, school grounds, properties, or part thereof with the intent to deprive others of its use, or where the effect thereof is to deprive others of its use,
- (b) block the entrance or exit of any school building or property or corridor or room thereof so as to deprive others of access there to,
- (c) set fire to or otherwise damage any school building or property,
- (d) discharge, display or otherwise threateningly use any firearms, explosives or other weapons on school premises,
- (e) prevent or attempt to prevent the convening or continued functioning of any school, class, activity, or lawful meeting or assembly on the school campus,
- (f) prevent students from attending a class or school activity,
- (g) except under the direct instruction of the principal, block normal pedestrian or vehicular traffic on a school campus or adjacent grounds,
- (h) continuously and intentionally make noise or act in any other manner so as to interfere seriously with the teacher's ability to conduct his/her class,
- (i) in any other manner, by the use of violence, force, noise, coercion, threat, intimidation, fear, passive resistance, or any other conduct, intentionally cause the disruption of any lawful mission, process, or function of the school, or engage in any such function, process, or function of the school, or engage in any such conduct for the purpose of causing the disruption or obstruction of any such lawful mission, process, or function,
- (j) refuse to identify himself upon the request of any teacher, principal, superintendent, school bus driver, or other authorized school personnel,
- (k) fight with fellow students, faculty members, or staff members, or
- (l) urge, encourage, or counsel other students to violate any of the proceeding paragraphs of this rule.

Rule 2. Damage or Destruction of School Property

A student shall not cause or attempt to cause damage to school property or steal or attempt to steal private property either on the school grounds or during a school activity, function, or event off school grounds.

Rule 3. Damage or Destruction of Private Property

A student shall not cause or attempt to cause damage to private property or steal private property either on the school grounds or during a school activity, function, or event off school grounds.

Rule 4. Assault on a School Employee

A student shall not cause or attempt to cause physical injury or behave in such a way as could reasonably cause physical injury to a school employee:

- (a) on the school grounds at any time,
- (b) off the school grounds at a school activity, function, or event, or
- (c) enroute to and from school.

Rule 5. Physical Abuse by a Student to a Person Not Employed by the School

A student shall not do bodily injury to any person:

- (a) on the school grounds at any time,
- (b) off the school grounds at a school activity, function, or event, or
- (c) enroute to and from school.

Rule 6. Weapons and Dangerous Instruments

A student shall not possess, handle, or transmit a razor, ice pick, explosive, loaded cane, sword cane, machete, pistol, rifle, shotgun, pellet gun, switchblade knife, knife with a blade two inches or longer in length, or other object that reasonably can be considered a weapon:

- (a) on the school grounds at any time,
- (b) off the school grounds at a school activity, function, or event, or
- (c) enroute to and from school.

Rule 7. Narcotics, Alcoholic Beverages, and Stimulant Drugs

A student shall not possess, sell, use, transmit, or be under the influence of any narcotic, drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, alcoholic beverages, or intoxicant of any kind:

- (a) on the school grounds during and immediately before or immediately after school hours,
- (b) on the school grounds at any other time when the school is being used by any school group,
- (c) off the school grounds at a school activity, function, or event,
- (d) enroute to and from school,
- (e) off school grounds while the student is in attendance at school or any school function, or is otherwise subject to the jurisdiction of the school authorities.

Use of a drug authorized by a medical prescription from a registered physician shall not be considered a violation of this rule.

Rule 8. Disregard of Direction or Commands

A student shall not fail to comply with reasonable directions or commands of teachers, student teachers, substitute teachers, teacher aides, principals, school bus drivers, or other authorized school personnel when:

- (a) on the school grounds during and immediately before or immediately after school hours,
- (b) on the school grounds at any other time when the school is being used by any school group,
- (c) off the school grounds at a school activity, function, or event or
- (d) enroute to and from school.

Rule 9. Unexcused Absences

A student shall not be absent from school or from any class or other required school function during required school hours except for illness or other providential cause, except with written permission of the teacher, principal, or other duly authorized school official, nor shall any student encourage, urge or counsel other students to violate this rule.

Rule 10. Dress and Grooming

A student shall not dress, groom, or wear or use emblems, insignia, badges or other symbols where the effect thereof is to direct unreasonably the attention of other students or otherwise to cause disruption or interference with the operation of the school. The principal or other duly authorized school official shall determine whether any particular mode of dress, apparel, grooming or use of emblems, insignias, badges, or other symbols results in such interference or disruption as to violate this rule, and shall give notice of such interference or disruption, and its cause, to all students by announcement or posting at the school.

Discipline Consequences Ledger

Classroom misbehavior will be documented by each team of teachers. Each homeroom teacher will set up a file to keep accurate records of student misconduct. Each team will notify the students and parents in writing, of the team's simple classroom rules, during the first week of school. All classroom rules must be approved by the principal. The following school wide rules must be included:

- (1) Be prepared for class (books, pencil, paper, etc.).**
- (2) Be on time.**
- (3) Keep your hands and feet to yourself.**
- (4) Show the proper respect for your teachers, your peers, your school, and yourself.**
- (5) Bring to school only those things necessary for your success in class.**

Consequences

1 st Offense.....	Verbal Warning
2 nd Offense.....	Counsel Student (in private)
3 rd Offense.....	Counsel Student (Written note to Parent)
4 th Offense.....	Verbal Contact with Parents
5 th Offense.....	Referral to Office
Other Offenses.....	Referral to Office

Major Discipline Offenses

The following items are prohibited at Chattanooga Valley Middle School and will be dealt with by administration as noted:

ITEM

CONSEQUENCE

1. Weapons/Firearms

(Law O.C.GA 16-11-127.1)

Note: pocket knives (less than two inch blades) are not permitted at school but will be dealt with at the discretion of administration depending on circumstances.

OSS and referred to proper authorities

2. Fighting

Assault and/or battery on another student will result in OSS or long-term suspension.

1st Offense – discretion of administration

2nd Offense – OSS and referred to proper authorities

3. Fireworks

Possession and/or use of any explosive device.

ISS/OSS at the discretion of administration

4. Destruction of School Property

Discretion of administration
May include payment for damages, ISS, or OSS

5. Blatant Disrespect, Rudeness or Profanity

ISS/OSS at the discretion of administration

Walker County Drug Free Policy

The following are consequences for the use, possession, sale or distribution of illicit drugs, alcohol, or tobacco.

- 1. Possessing or using any quantities of intoxicants, illegal drugs, controlled substances, counterfeit controlled substances, or unmarked nonprescription drugs is prohibited:**

First Offense

Parent(s) shall be notified immediately and the student shall be removed from school.

The police shall be notified of the incident and, at their discretion, may conduct an investigation.

Consultation, emphasizing available counseling services, will be conducted with parent(s) and the student.

The student shall be suspended for ten (10) days and may be expelled.

The student and parent(s) shall have a readmission conference with the school principal.

Failure of the student to follow school policy will result in further suspension.

Second Offense

Parent(s) shall be notified immediately and the student shall be removed from school.

The police shall be notified of the incident and, at their discretion, may conduct an investigation.

Consultation, emphasizing available counseling services, will be conducted with parent(s) and the student.

The student shall be suspended for ten (10) days and will be recommended to the Board of Education for exclusion for the remainder of the school year.

2. Selling or distributing any quantities of intoxicants, illegal drugs, controlled substances, counterfeit controlled substances, or unmarked nonprescription drugs is prohibited:

First Offense

Parent(s) shall be notified immediately and the student shall be removed from school.

The police shall be notified and the student may be arrested.

The student shall be suspended for ten (10) days.

The student shall be recommended to the Board of Education for permanent exclusion.

3. Students in possession of, or using tobacco products is prohibited:

First Offense

Parent(s) shall be notified immediately.

The student shall be suspended for three (3) days.

Second Offense

Parent(s) shall be notified immediately and the student shall be removed from school.

The student shall be suspended for three (3) days.

The student and parent(s) shall have a readmission conference with the school principal.

Failure of the student to follow school policy will result in further suspension.

Third Offense

Parent(s) shall be notified immediately and the student shall be removed from the school.

The student shall be suspended for five (5) days.

Promotion Requirements

To be eligible for promotion, students in middle grades (6-8) cannot fail more than one academic class. **No eighth grade student shall be promoted to the ninth grade if the student does not achieve passing scores on the reading and / or mathematics CRCT.**

Field Trips

Field trips are planned to enhance our curriculum. Parents are encouraged to support participation. Trips are carefully planned by the teacher and approved by the administration and board of education. Permission forms must be signed by a parent or legal guardian before a child will be permitted to go on a field trip. Students not participating are required to attend school that day unless he/she is ill. The student not attending the field trip will be assigned to another classroom teacher for regular instruction. **Walker County provides for teacher discretion in allowing students the privilege of attending field trips based upon the child's demonstrated ability to daily follow the required code of conduct and all safety procedures.**

NOTICE

Weapons Prohibited

It is unlawful for any person to carry, possess or have under control any weapon at a school building, school function or on school property or on a bus or other transportation furnished by the school.

The term “**weapon**” means and includes any pistol, revolver, or any weapon designed or intended to propel a missile of any kind, or any dirk, bowie knife, switchblade knife, ballistic knife, any other knife having a blade of two or more inches, straight-edged razor, razor blade, spring stick, metal knucks, blackjack, or any flailing instrument consisting of two or more rigid parts connected in such a way to allow them to swing freely, which may be know as a nun chuck, or fighting chain, throwing star or oriental dart, or any weapon of like kind, any stun gun or taser; or anything that looks like one of the above weapons, whether it is a toy or real, but inoperable.

Violation may result in expulsion from school for one year and/or criminal prosecution. (O.C.G.A. § 16-11-127.1; 15-11-37; P.L. 103-227) (Walker County Board of Education Policy JCDAE)

A student shall not possess, handle or transmit a razor, razor blade, ice pick, explosive loaded cane, sword cane, machete, pistol, rifle, shotgun, pellet gun, and other guns of any kind, knives of any kind, any object that reasonably can be considered a weapon, any look-alike objects displayed as a weapon, or any weapon identified in Policy JCDAE: a) on the school grounds at any time; b) off the school grounds at a school activity, function or event; or c) enroute to and from school. (Walker County Board of Education Policy JCDA – Rule 7)

NOTICE

Bullying Prohibited

A student shall not engage in any willful attempt or threat to inflict injury on another person, when accompanied by an apparent present ability to do so, or in any intentional display of force such as would give the victim reason to fear or expect immediate bodily harm.

Students in grades 6 through 12 who have violated this rule for the third time in a school year shall be assigned to the Alternative Education Center by the principal or designee.

(Walker County Board of Education Policy JCDA – Rule 14)

