

2009

HARRIS MIDDLE SCHOOL



SCHOOL
HANDBOOK

Our goal at Harris Middle School is to reach each and every student in a positive manner during the school year. We feel that our most important task is to develop the potential of each individual student. We want every student to fully develop his talents and learn to utilize them creatively to improve himself. It is desirable that each student develop a positive self-concept and nurture self-direction and self-discipline.

The following information is provided for the benefit of you and your child. Please read it carefully with your child. This information is to insure that your child will have the best possible opportunity to have a good year and obtain a good education.

Visitors

All visitors to Harris Middle School must report to the office and get a visitors pass. Students are not allowed to visit with unauthorized visitors. Unauthorized visitors will be asked to leave campus immediately or be escorted from campus by school officials or law enforcement personnel.

Daily Schedule

The school building will open at 7:25 for students. When students arrive at school, they are to go to the auditorium and remain until the breakfast bell rings. Students arriving after 7:45 are considered tardy.

7:25 – 7:40	Breakfast/Homeroom
7:40 – 7:45	Homeroom
7:50 – 8:45	1 st Period
8:50 – 9:45	2 nd Period
9:50 – 10:45	3 rd Period
10:50 – 12:30	4 th Period and Lunches
12:35 – 1:30	5 th Period
1:35 – 2:30	6 th Period

Lunches:

7 th	10:50 – 11:20 Lunch 7A	11:30– 12:30 4 th Period for 7 th Grade
	10:55– 11:25 Lunch 7B	
6 th	11:20 – 11:50 Lunch 6A	10:50– 11:20 4 th Period for 6 th Grade
	11:25 – 11:55 Lunch 6B	11:55 – 12:30 4 th Period for 6 th Grade
8 th	11:55 – 12:25 Lunch 8A	10:50– 11:50 4 th Period for 8 th Grade
	12:00 – 12:30 Lunch 8B	

At 2:35, after buses have cleared the campus, other students will be excused. We ask that parents not come into the building early to pick up students. They will be excused promptly on the last bell.

Students are to be picked up by their parents in the lower parking lot only.

Discipline

Students will follow the school rules as outlined in the Student Code of Conduct.

Parent /Teacher Conference

Parent/Teacher conference day is scheduled for Thursday October 16, 2008 from 1:00-6:00 pm. Please make plans now to attend.

Please feel free to visit or call any time you have questions concerning your child. Teachers will be available for conferences by appointment and at times that will not interfere with the academic day.

Grades

Report cards will be issued at the end of each grading period. At the midpoint of each grading period, progress reports will be sent home by each teacher. If your child does not make satisfactory progress, please arrange for a conference with the teacher(s). The grading scale is as follows:

93-100	A	Excellent
85-92	B	Above Average
77-84	C	Average
70-76	D	Below Average
Below 70	F	Failing

In order to maintain good grades, all students must get their work finished and turned in on time. Late work will not be accepted. Honesty is highly valued at Harris Middle School! Any cheating will result in a zero on work involved.

Extra-Curricular Activities

Several extra-curricular activities are available for students who are interested:

Football	Soccer
Girl's Volleyball	Cheerleading
Basketball	Baseball
Track	Softball
Golf	
Science Olympiad	
Junior Beta Club	

Participation in all extra-curricular activities is a privilege and is based on attendance, citizenship, and grades. These activities include, but are not limited to, athletic participation, attendance at athletic events, dances, reward/field trips, and clubs.

To be eligible for athletic participations, a student must have:

1. Passed 3 of 4 core classes (math, language arts, science, and social studies) and 3 of 4 exploratory classes (physical education, art, music, and Spanish).
2. Been in attendance for at least 85% of the preceding term.
3. Met promotion standards set forth by the Mitchell County Board of Education.

National Junior Beta Club

This club has been established in order to honor and recognize the hard work and effort of our students at Harris Middle School. Membership to the organization is by invitation and is determined on the basis of academic achievement and good citizenship. Students from grades 6 through 8 with a cumulative grade point average of 93 or higher with no grades lower than a B, and who exhibit worthy character and commendable attitude are eligible for membership. The purpose of the club is to stimulate achievement in the classroom and in life, provide activities that cultivate social and interpersonal relationship skill, and develop leadership skills. There is a one-time \$13 membership fee to have your name placed on the National Junior Beta roster. Members receive a membership pin, membership card, certificate, access to the Beta website, and subscription to Beta Club Journal. Students inducted at Deyton Elementary will automatically be placed in Harris Jr. Beta Club.

Attendance/Make Up Work

It is extremely important for your child to be in school at all times in order to get the best education possible. When a student is absent, it is also important that they bring a note of explanation upon returning to school. This note will be used to determine if the absence is excused or unexcused. By state law, the following are valid reasons for absence from school:

1. Illness or injury
2. Quarantine ordered by the local health department.
3. Death in child's immediate family.
4. Medical or dental appointment
5. Participation in court or administrative proceedings as a party or subpoenaed witness.
6. Religious observance provided the length is not of such duration as to interfere with the education of the child.
7. Immediate demands of farm or home.
8. Educational travel. (To be cleared in the office prior to the trip.)

Any absence without a note is considered to be unexcused. Notes will only be accepted on the day of or the day after a student's return to school. All work missed during an unexcused absence may not be made up. All make up work must be turned into the teacher within 3 days after returning to school. It is the responsibility of the student to get his/her make up work from the teacher.

Students arriving at school after 7:45 must sign in at the office and obtain a tardy slip. Students must have a tardy slip in order to be admitted to class. All students leaving early must be signed out in the office by a parent or designated person. The student will be called to the office to leave.

Please remember that a student "shall be present at least one-half of the school day in order to be recorded present for the day."

Students missing more than 20 days (excused or unexcused) will be retained or required to make up absences in summer school. Students who have in excess of 20 absences will be retained unless they are granted a waiver by the school attendance committee and principal.

Hall Passes

Any student in the halls for any reason other than class changes must have a hall pass from their teacher.

Parties

There will be one classroom party for the school year. This will be at Christmas. There are to be no surprise parties, birthday parties, or snack parties.

Telephone

A pay phone is provided for outgoing student calls. (Students must have a hall pass to use the pay phone.) The office phone is to be used only in case of student illness. Students will not be permitted to receive incoming calls. Messages will be delivered after class.

Dress Code

You are urged to see that your child dresses appropriately for school in attire that will promote a positive educational environment. Inappropriate dress includes (but is not limited to):

- Clothing with language or images that is vulgar, obscene, or discriminator
- Clothing that depicts or displays the use of any controlled substance (tobacco, alcohol, or drugs) or paraphernalia
- Clothing that exposes underwear or underwear worn as outerwear
- Tube tops, strapless tops, or spaghetti strap tops/dresses
- Clothing that is see-through or that exposes the midriff or chest
- Caps/hats, scarves, stocking caps, etc. may not be worn indoors at anytime
- Wallet chains and pocket chains
- Non-human colored hair

Students may wear shorts or skirts of an appropriate length. When students stand with their hands extended by their side, shorts or skirts must reach *well below* their fingertips.

Pants, shorts, and skirts must be worn appropriately at the waist. Pants should not drag on floor surface. Shoes must be worn at all times. Sleeveless tops may be worn provided the fabric at the shoulder is the width of the student's palm. Students not in compliance with this dress code will be asked to cover noncompliant clothing, change clothes, wait for parents to bring a change of clothing, or go home. A repeat of this infraction will result in disciplinary action.

Lunches

Student lunch	\$2.00
Reduced lunch	\$.40
Breakfast	\$1.00
Reduced breakfast	\$.30
Extra Milk	\$.50

Students are encouraged to eat in the cafeteria or bring a lunch. Applications for free lunch will be sent home by students. Please see that they are returned promptly.

In the afternoon, ice cream or snacks are offered if students wish to have them. Prices are \$.25 - \$1.00. Water and fruit drink machines are available for purchase after the last lunch is served.

Student Insurance

Student insurance is optional. School day and 24 hour policies are offered, as well as a dental plan. For more information, please contact the school office.

Student Planners

Harris Middle School provides each student with a school planner to organize assignments for each class and to promote communication between school and home. If a planner is misplaced or lost the cost of another one will be \$5.00, as long as they are available.

Transportation

Bus routes will be as follows: Harris, Deyton and Greenlee students will ride together in the morning and afternoon. Bus route information will be sent home with students at the beginning of the school year. Some route adjustments may be made after school begins.

Riding the school bus is a privilege. Students are expected to follow safety rules when riding the bus. Each bus is equipped with the Seon Mobile video System. These video cameras record activity on the bus in color and also record sound. These cameras automatically begin recording when the bus is started. These cameras allow us to better monitor bus behavior. It is our intent to ensure the safety of students while on the school bus. The bus rules, as posted on each bus, are as follows:

Follow These Bus Rules

1. The bus driver will assign seats.
2. Be courteous
3. No profanity
4. Do not eat or drink on the bus; Keep the bus clean.
5. Violence is prohibited.
6. Remain seated.
7. No smoking or use of tobacco products.
8. Keep your hands and head inside the bus.
9. Do not destroy property.
10. For your own safety, do not distract the driver through misbehavior.

Misbehavior on Bus:

Penalty for misbehavior on the bus is at discretion of principal, depending on circumstances. This may include removal from bus for 1 to 10 days, permanent removal from bus by a formal hearing, or suspension or expulsion from school.

Computer/Internet Use

Classroom/lab computers and the Internet will be used to support the curriculum and enhance learning. They are not for personal use. The teacher will be responsible for the supervision of classroom/lab computers and the Internet. Proper use of classroom/lab computers and the Internet is the responsibility of the students.

Inappropriate use and/or damage to computers will result in the loss of the privilege to use the computers or the Internet and/or replacement of the computer. The principal, assistant principal and the media specialist will supervise the acceptable use policy in the Mitchell County Policy Handbook will be followed.

Safe and Drug Free School Information

Drug and alcohol abuse is a growing problem in our community and nation. Drugs and alcohol cause many damaging effects that affect everyone's life. Please see the school counselor, a teacher, or administrator, if you need help with a drug or alcohol problem. Pamphlets are available in the school counselor's office containing information about substance abuse, counseling and rehabilitation services that are offered. Please seek help if you have a problem or know someone that has a drug or alcohol problem.

Personal Communication Devices on School Property

Students may not use a personal communication device (PCD) including, but not limited to cell phones, MP3 players, iPods, etc., during regular school hours in any class except under specific limitations and circumstances. Students may possess and use a PCD while participating in extra-curricular activities with the coach or sponsor's permission, especially to keep parents informed about times to pick up students at school.

Guidelines For Personal Communication Devices

- Personal communication devices must be turned off during the school day.
- Personal communication devices must be kept in the locker and not be in student possession.
- Personal communication devices may only be used in the event of an emergency, and must have permission from a teacher or the principal.
- Harris Middle School faculty and staff are not responsible for lost or stolen personal communication devices.
- Students are not allowed to text, photograph, or call other students during the school day.

Lockers

Lockers at Harris Middle School have been provided to give students a semi-secure place to store books and other items between classes. Students are encouraged to use their assigned lockers for this matter. The school shall maintain joint control over the lockers for safety reasons. Students are advised to use their lockers only for authorized items (books, additional clothing, etc), as all lockers are subject to being searched at any time by school officials. Combination locks shall be provided to all students. No other locks are permitted and will be removed. Students are strongly encouraged to not provide their friends with their lock combinations. The school shall maintain a duplicate key or combination for any lock used on campus for security purposes. Random locker searches will be conducted to discourage students from bringing unauthorized items on campus. Harris middle School reserves the right to inspect lockers at any time during the school year to check for damages or contraband.

Textbooks

Students are responsible for the care of the textbooks and other materials they are issued. The cost for any damage or loss of books or materials will be charged to the students.

Backpacks

Backpacks and carry bags may be carried to and from school. Backpacks and carry bags are required to be stored in students' lockers during the school day. Backpacks and carry bags are subject to being searched at anytime if justification exists or if found outside a locker during the school day.

Off-Limit Areas

Faculty lounges, copy-machine workroom, and faculty restrooms are off-limits to all students at all times. Use of locker rooms in the gym requires permission from the physical education teacher. Students are not allowed outside the building at any time unless escorted by a faculty member.

School Safety

Due to recent events, the schools of this nation no longer have the option to consider any threat too bizarre to be taken seriously. **Any student who hears another make a threat about harming someone at the school is encouraged to report this immediately to an adult. Each of these reports will be kept in strictest confidence and investigated fully at that time.** It is the responsibility of every person to ensure that Harris Middle School is a safe and orderly place where learning is the greatest priority.

Medication Policy

All medication that can be given outside school hours without adversely affecting the health of the student should not be given at school. When it becomes necessary to give medication at school, the following requirements apply:

- Medication must be in the original container or pharmacy bottle and clearly labeled with the student's name, the name of the medicine, and how the medicine is to be given.
- Medication may be given only after the parent has signed a permission form.
- All medication that is to be given long-term (more than 14 days) must have authorization from the student's health care provider. This includes over-the-counter and self-administered medication.
- Self-administered medication requires a form signed by the student, parent, principal, and school nurse.
- Parents should deliver medication to school rather than have the child carry it to school. Parents should also pick up any remaining medication. All medication will be discarded within seven (7) school days after last administration and at the end of the school year. Alternative arrangements can be made on an individual basis if the principal deems undue hardship for the parent (guardian).

Your help by following these requirements are greatly appreciated as we strive to meet your child's needs while also meeting his/her educational needs.

2008-2009 Harris Middle School Faculty & Staff

Jack Brooks	Principal
Jennifer Gregory	Assistant Principal
Tressa Dayton	Secretary
Chris English	SIMS

6th Grade Homerooms

Betty Hall	Math
Marshay Huskins	Science
Jackie Rensink	Social Studies
Michelle Sparks	Language Arts

7th Grade Homerooms

Chad Dellinger	Math
Amy Garland	Language Arts
Jamie Hughes	Science
Lori Huskins	Social Studies

8th Grade Homerooms

Sue Barnett	Math
Karen Duncan	Language Arts
Chris Hollifield	Social Studies
Allen Laws	Math
Ann Schortinghouse	Science

Lajena Alonso	Spanish
Faye Atkins	Custodian
Debbie Blevins	Exceptional Children
Laura Cole	Chorus
Linda Craig	School Nurse
Sam Deyton	Media Specialist
Sharon Drum	Band

Johnny Grindstaff
Betty Hollifield
Rachel Jenkins
Susie McKinney
Cindy Moretz
Barbara Pitman
Katrina Plato
Mike Slagle
Jamie Snyder
Gary Stevenson

Custodian
Cafeteria Manager
Exceptional Children
Teacher Assistant
ESL
Custodian
Art
Physical Education
Guidance Counselor
Custodian