

Tyro Middle School
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Lexington, North Carolina 27295
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Principal
Dr. Jonathan Hayes

Assistant Principal
Kelly Hale

Student Name: _____

Student Number: _____ Locker Number: _____

Homeroom Teacher: _____

Emergency Contact Information:

Name	Home Phone #	Cell Phone #	Work Phone #

IMPORTANT SCHOOL POLICIES

1. My student and I understand the promotion policy set forth by the Davidson County Schools.
2. My student and I understand the policies related to serious violations and resulting consequences.
3. My student and I understand the TMS dress code as stated in this handbook.

Handbook Disclaimer

This document does not address every possible issue or situation that may occur during the school year. As a result, changes may be made by administration as necessary.

I have read and discussed this handbook and school related policies with my student.

Parent Signature _____ **Date** _____

Student Signature _____ **Date** _____

Transportation Form

On a regular school day, my student will normally be (check ONLY one):

- a bus rider a car rider a walker

In the event that school is dismissed early for inclement weather, my student will (check ONLY one):

- use regular means of transportation
 ride home with _____ or _____

Parent Signature: _____

Date: _____



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Welcome to Tyro Middle School, Home of the Dragons!!!

TYRO MIDDLE SCHOOL HANDBOOK 2018-19

TMS Dragons Are:

Ready

Respectful

Responsible

ACADEMICS

EOG'S, EOC'S, NCFE'S, AND CTE POST-ASSESSMENTS

All middle school students will participate in the following required state assessments during the last ten days of the academic year unless otherwise noted below:

ASSESSMENT	6th GRADE	7th GRADE	8th GRADE
Reading EOG	✓	✓	✓
Math EOG	✓	✓	✓
Math 1 EOC			For students enrolled in Math 1 the EOC will be given within the last 5 days of the school year. Counts as 20% of the final grade.
Science EOG			✓
Social Studies NC Final Exam	✓	✓	✓
Science NC Final Exam	✓	✓	
CTE Post-Assessment	At the end of the semester the student is enrolled in a CTE course	At the end of the semester the student is enrolled in a CTE course	At the end of the semester the student is enrolled in a CTE course

HOMEWORK POLICY (DCS BOARD OF EDUCATION POLICY 6.16.7)

The "10-Minute Rule"- This rule conveys to students and parents the expectation that homework assignments combined last about as long as 10 minutes multiplied by the student's grade level. For example, first graders could expect 10 minutes per night, second graders could expect 20 minutes, third graders 30 minutes, etc. If you have questions or concerns about the amount of homework your child receives, you should contact the teacher or principal.

HONOR ROLL

At the end of the first and second semesters, an Honor Roll Assembly will be held to honor students.

PARENT CONFERENCES

Parents are encouraged to contact the school if they have questions concerning the progress of their child. Parents may set up a conference by calling the school at any time between 8:00 a.m. and 3:15 p.m., Monday through Friday.

PROMOTION STANDARDS

Promotion for middle school students will be determined based on teacher standards and attendance standards. Additionally, a principal may use data gained from various assessments to determine a student's readiness to progress to the next grade. Each year to be promoted in grades 6, 7, and 8, a student must have

- a final average of at least 60 in English Language Arts and Math,
- a final average of at least 60 in Science or Social Studies, and
- no more than 16 absences.

GRADING SCALE

The 10 point grading scale is as follows:

A= 90-100

B= 80-89

C= 70-79

D= 60-69

F= Below 60

POWER SCHOOL PARENT PORTAL

Parents are encouraged to establish an account for their student if they have not already done so. Power School's Parent Portal allows parents access to their child's most current grades and attendance data. **If you need to obtain your Parent Portal login information, please stop by the front office.**

ATHLETICS

A student begins his/her process for obtaining eligibility upon entering 6th grade. The following are basic rules regarding middle school athletics. Additional information will be provided by the school's Athletic Director and coaches. It is important to remember that participation in athletics is a privilege and not a right. Parents and students must sign an *Eligibility and Authorization Consent Form* prior to participation in middle school athletics.

Student Conduct

A student found guilty of misconduct may be (1) reprimanded, (2) placed on probation or (3) suspended from participation in a sport or sports for a period of time. If a team member not participating in the game comes onto the playing surface during an event or immediately thereafter to engage in conflict, that team shall be placed on probation and may not participate until a decision is rendered by the conference.

Age

A student cannot participate on a 7th or 8th grade team if the student becomes 15 years of age on or before August 31 of the current academic year. No student may be eligible to participate more than 4 consecutive semesters.

Attendance

A student must have no more than 8 absences in the semester prior to the season in order to be eligible. Fall eligibility is based on the 3rd and 4th quarters from the previous spring, and spring eligibility is based on 1st and 2nd quarters from the current academic year. If absences have been formally waived by the principal, these shall not count toward the total number of absences.

Academic Eligibility

A student must pass all courses less one in a semester to be eligible in the following semester. A student who is ineligible academically remains ineligible for that semester. A student who becomes ineligible at the end of fall semester and who is participating on a team at that time must be removed for the remainder of that semester.

Physicals

A student must have a current physical within the last 395 days to be eligible.

Sportsmanship

Parents and students in DCS must sign a *Student Athletic Participation Form* and adhere to the conditions of that form in order for the student to maintain athletic eligibility.

Safety

Parent and students must sign a Gfeller-Waller Concussion information sheet and adhere to the conditions of that form to remain eligible.

Residency

Parents and students must sign a *Residency Verification Form* and adhere to the conditions of that form to remain eligible. Students and their custodial parents must live within the attendance zone of the school for which the student-athlete is participating or have a formal Within System Transfer document on file with the school to remain eligible. Failure to adhere to the residency rule renders a student-athlete ineligible and results in the team forfeiting games during which that student-athlete was a member of the team.

Ineligible Player

Any school that uses an ineligible player in any contest is to immediately drop the player from the team and forfeit all games for which the ineligible player participated.

Violation of the Substance Abuse Policy

See Davidson County Board of Education Policy 6.11 Rule 6

ATTENDANCE

ARRIVAL AT SCHOOL

THE BUS PARKING LOT IS OFF LIMITS TO CARS BETWEEN 7:00 AM AND 4:00 PM. ON SCHOOL DAYS. PLEASE DO NOT USE THIS AREA AS A CUT THROUGH TO THE MAIN DRIVE.

A.M. Auditorium – All students should report directly to the auditorium and stay there until dismissed by the teacher in charge. Students are not allowed to stop at lockers. Students will begin on the 1st row of each section. Students are not allowed to move seats once they are seated. Students should read or study quietly until 7:50. No food or drinks are allowed in the auditorium. Breakfast should be eaten in the cafeteria.

Visitors– All visitors, including parents, must register in the main office upon entering the building. A visitor's pass will be issued upon registration.

Early Arrival – Students arriving early are to report to the auditorium and be seated. The building will be open for students at 7:00 a.m.

Entering the Building – Students arriving by car should enter the building by the doors at the commons area. Students riding the bus should enter by the doors nearest to the bus parking lot.

Procedures for A.M. Drop-off – Form a single line of traffic next to the sidewalk and proceed forward as directed by the staff on duty. **DO NOT** drive left of the traffic line.

DISMISSAL FROM SCHOOL

Dismissal of Bus Riders –All bus riders must leave the building by the doors nearest the bus parking lot and go **directly** to the bus. **Your student is not allowed to ride the bus home with another student even if it is the same bus.**

Car Riders – All car riders will report immediately to the area outside the auditorium and should be picked up by 3:30. Failure to comply with pick-up times poses risks for unsupervised students and demonstrates neglect on the part of those assigned to provide transportation for the child. **Parents are not allowed to park in lot to pick-up students. Parents must come through the car rider line. Numbered parking spaces are for the staff.**

Changes in Transportation – Changes in transportation must be presented in writing with a parent/guardian signature. **No changes will be taken by phone. Your student must have a note for any transportation change. Transportation notes should be placed in the "student note box" outside the office. Notes cannot be sent in advance for staying after or transportation purposes.**

Leaving School Early and Student Sign-out– Students are encouraged to remain in school for the entire school day if at all possible. Excessive early sign-outs lead to loss of instructional time. A student needing to leave school early must bring a note from his/her parent or guardian containing the following information: 1) time to be picked up, 2) reason for leaving, and 3) with whom he/she will be leaving. The student will be called when his/her ride has arrived. Before leaving, parents/guardians must provide a valid ID to the office staff. Persons picking up your child must be on the contact sheet. Students who return must sign back in at the office.

Leaving with Someone Other Than a Parent – Students who are being picked up by someone other than a parent or guardian must have a note signed by the parent, stating with whom the student will be leaving. Without this information, the school cannot legally allow the student to leave.

Student Check-Out – Parents entering the building to pick up a student for early dismissal must come to the office and sign the student out. Parents are discouraged from picking up their student before dismissal time, unless there is a very important reason. **There are no early dismissals after 2:40pm unless pre-arranged at the beginning of the school day due to heavy car and bus traffic. Photo identification/Picture ID will be required to positively identify adults picking up students.**

Walkers – Any student who walks to or from school needs to bring a note at the beginning of the year signed by his/her parent giving them permission to walk. Students are not allowed to walk from campus to any location other than their place of residence. Once students leave the campus, they may not return to campus. Walkers need to be off campus by 3:15 unless they are being supervised by a teacher in an after school activity.

PROCEDURE FOR STUDENTS RETURNING TO SCHOOL AFTER AN ABSENCE

The student shall submit appropriate documentation as to the reason for the absence(s) within three days of returning to school. This documentation may include written notes/verification from parents, medical professionals, court officials or other such agents related to the absence. Notes pertaining to absences must be given to school personnel in the office lobby during homeroom. School officials may further specify documentation that they require. Failure to submit appropriate documentation will result in the absence being

coded as unlawful.

Staying Late – Students staying after school for special reasons such as band practice, ball practice, detention, tutoring, etc. and must report to their coach or supervising teacher and **remain with them at all times**. **Notes pertaining to staying after school for extra-curricular activities must have students first and last name along with the reason they are staying after school. No student is allowed to stay after unless they have a note.**

Sickness – If a student gets sick at school, he/she will be referred to the Time Out Room to make arrangements to go home. If a student is well enough to come to school, we recommend he/she stay in school until 11:30 a.m. and be counted present for the day.

Excessive Absences

Class attendance and participation are critical elements of the educational process and may be taken into account in assessing academic achievement. Students are expected to be at school on time and to be present at the scheduled starting time for each class. Students who are excessively tardy to school or class may be suspended for up to two days for such offenses.

Students with excused absences due to documented chronic health problems are exempt from this policy.

The principal shall notify parents and take all other steps required by G.S. 115C-378 for excessive absences.

Students may be suspended for up to two days for truancy.

Additionally, the school social worker will monitor truancy and when necessary file a petition with juvenile services against the student and/or parent.

Excused Absences

When a student must miss school, a written excuse signed by a parent or guardian must be presented to the student's teacher on the day the student returns after an absence. **Do not send in an absence note in advance. You may call the office to request make-up work if your child will be out more than two days. Teachers need 24 hours to gather all work. When your student returns from an absence they have 3 school days to bring a note to to have the absence excused. These notes should be brought to the office by the student during homeroom and given to the data manager. Documentation to excuse an absence will not be accepted after 3 school days.** An absence may be excused for any of the following reasons:

- personal illness or injury occurs that makes the student physically unable to attend school;
- isolation ordered by the State Board of Health;
- when there is a death in the immediate family (including but not limited to the grandparents, parents, brothers and sisters) of the student;
- when the absence is due to a medical or dental appointment, appropriate documentation is required. Appropriate medical documentation if presented by the student would include:
 - Dated doctor's statement on letterhead
 - Diagnosis by physician - clarifying whether illness is a prolonged illness contributing to, or which could contribute to, a pattern of absences requiring a student to be out of school and further clarifying when student should be able to return to school.
 - Dated parent's note stating clearly the reasoning for the student's absence and/or referencing a previous written diagnosis rendered by a medical professional and submitted to the principal;
- participation under a subpoena as a witness in a court proceeding ;
- a minimum of two days each academic year for observance of an event required or suggested by the religion of the student or the student's parent(s).The student's parents must give the principal written notice of the request for an excused absence at least three (3) days prior to the scheduled religious observance. The student shall be given the opportunity to make up any tests or other work missed due to such an absence for a religious observance;
- participation in a valid educational opportunity, such as travel or service as a legislative or Governor's page with prior approval from the principal/designee
- Pregnancy and related conditions or parenting, when medically necessary;
- visitation with the student's parent or legal guardian, at the discretion of the superintendent or designee, if the parent or legal guardian (a) is an active duty member of the uniformed services as defined by policy, 6.39.6, Children of Military Families, and (b) has been called to duty for, is on leave from, or has immediately returned from deployment to a combat zone or combat support posting.

Make-up Work for Lawful Absences:

Students are permitted to make up all work missed during an absence. All work must be made up within five (5) days following the student's return to school unless the principal/designee determines that extenuating circumstances might support an extension of this time restriction.

ATTENDANCE

Maximum Number of Absences

There will be a maximum of sixteen (16) absences allowed for students participating in year-long programs (all elementary and middle schools).

Students who exceed these absence limits for any reason shall not receive grade/course credit or be promoted (if applicable) to the next grade level unless they are granted a waiver from the attendance policy by the principal.

School-Related Activities

The following school-related activities will not be counted as absences from either class or school:

- Field trips sponsored by the school;
- job shadows and other work-based learning opportunities, as described in G.S. 115C-47(34a);
- School-initiated and scheduled activities;
- Athletic events requiring early dismissal from school;
- Career and Technical Education student organization activities approved in advance by the principal; and
- In-school suspension.

Waiver Procedures

A student may apply to the principal for a waiver for lawful absences due to extenuating circumstances. The parent may request an attendance waiver if any of the following apply:

- Hospitalization/Extended Illness (Documentation showing dates of hospitalization/illness and a doctor's signature on the document is required.)
- Court Subpoena (Attach a copy of the subpoena)
- Celebration of an established religious holiday not incorporated into the school calendar (Prior approval from the principal is required)
- Death in the immediate family (May not exceed three days. Immediate family is considered to be parent(s), grandparents(s), and siblings. Obituary or program of service is required as documentation.)

The principal/designee will review waiver requests and provide written notification to the parent of the decision. Although the principal may appoint a waiver committee to review waiver requests and make recommendations for consideration, the principal/designee will make the final determination as to the appropriateness of the waiver request. The Principal, or his/her designee, would document the rationale for his /her decision as to waiving any such absences. Parent and student will be informed in writing of the final decision and rationale for waivers that are denied. Parent and student may appeal any such final decision pursuant to Section 1.6 of Davidson County Board of Education policy.

DISCIPLINE

At TMS, discipline procedures will be applied on a fair and consistent basis. School rules apply on school grounds, on buses, and at any event where the school is represented. In addition to the methods used by the classroom teacher to manage his/her classroom, the following methods are used for misconduct:

1. **Time Out** is used by the administration or individual teachers on a period-by-period basis. Any student whose behavior warrants regular trips to Time Out will be reviewed by the administration and other discipline options will be considered.
2. **In-School Suspension (ISS)** The administration may place a student in ISS for a designated period or number of days depending on the infraction. ISS will be used when a student commits a serious infraction, is continuously disruptive or has exhausted team and administrative intervention.
3. **Suspension (OSS)** – Suspension is used in serious situations or after other means have failed to correct misbehavior.

Teachers and administrators may also place students in lunch detention and after-school detention. Denial of privileges such as attendance at after school functions, field trips, and end of the year activities may also be consequences for misbehavior.

After-School Detention is

ASD will be held from 3:00 to 4:00 on Thursdays. Students assigned to ASD will be given a 24-hour notice. A student who does not report to ASD on his/her assigned day will receive two (2) days of ASD. Students not reporting to those two (2) days will result in an alternative consequence assigned by the office.

Additional Student Expectations

1. During class changes, students are expected to go to their lockers then directly to their next class. Students should not walk behind the cafeteria and media center. Due to safety issues, all students reporting to physical education and health classes must use the building hallways.

2. Any student who is in the hall during the school day must have a hall pass except during class changes, lunch, or when supervised by his/her teacher. Students in the hall without a pass will be sent back to their class.
3. School is not the place for holding hands, kissing, or other displays of affection. Parents will be notified if this policy is violated. Violations will result in disciplinary action. No flowers, balloons, gifts, etc., shall be delivered to the school for students.
4. It is against school policy for students to sell items not connected to Tyro Middle School during the school day. Unauthorized products will be collected and held by teachers or administration.
5. Students are expected to take care of all school materials that are placed in their charge. Should a student lose or damage any materials that are in his/her care, he/she will be required to pay for a replacement or pay for damages. Lost textbooks must be paid for by the end of the year.
6. Due to student and teacher allergies, perfumes, aerosol sprays, body sprays, scented lotions, nail polish and remover, and other related items are not permitted at school. Roll-on or stick deodorant only should be brought for use after physical education class.

BRINGING VALUABLE ITEMS TO SCHOOL

The school is **not responsible** for valuable items that have been lost or stolen. This is especially true of expensive jewelry, watches, excessive money, etc. which should be left at home. Electronics, laser pointers, games, collectibles or other fad/prank items are not allowed at TMS. If these items are **visible or in use** during the school day, they will be confiscated and held in the office until a parent or legal guardian picks them up.

BUS BEHAVIOR

Students must understand that good behavior while on the school bus is of great importance and that when a person misbehaves, he/she is putting the lives of other individuals in danger. The bus is an extension of the school and all school rules apply. Bus misconduct will be handled seriously. No inappropriate behavior can be considered trivial if it distracts the driver and jeopardizes the safety of others. **Students and parents should be aware that riding the school bus is a privilege that may be taken away for misbehavior.** Listed below are the guidelines for student bus behavior:

1. Be on time for the bus each morning.
2. Stand away from the road, in an orderly manner, while waiting for the bus. Wait for the bus to come to a complete stop and always cross the road in front of the bus when loading and unloading.
3. Load and unload the bus in an orderly manner.
4. Sit quietly in your seat at all times until the bus reaches the stop where you exit. Students should not switch seats.
5. Never touch any of the mechanical controls.
6. Obey the driver promptly. The driver should never be distracted.
7. Observe classroom behavior except for quiet conversation. Face the front of the bus at all times, sitting properly in the seat; arms and legs should not extend into or block the aisle. Aisles should be clear of book bags, etc.
8. Arms, hands, legs, etc. should be kept to yourself and inside the bus at all times. No objects of any type may be thrown on the bus or out the bus windows.
9. Students should be silent at all RR crossings.
10. Students should not engage in fighting, use force or threats to intimidate others.
11. Food, drink, cell phones, or any type of electronic device (even with headphones) are not permitted.
12. The back door and emergency windows are for emergencies only. No one should exit out of the back of the bus.
13. The use of tobacco products or vulgar language is not permitted.
14. Help keep the bus clean, and refrain from damaging or abusing bus seats or equipment.

BUS DISCIPLINE POLICY

First offense - Conference with administration. Warning given. (This step will be waived for more serious offenses such as, but not limited to, fighting, vandalism, disrespect, etc.)

Second offense - Bus suspension (1-10 days), parent contact, written report made and kept on file. If a student is guilty of an act that is dangerous to the safety of the other students riding the bus, the principal has the authority to immediately suspend him/her from riding the bus. For suspensions in excess of ten (10) days, a formal hearing may be granted if an appeal is made in writing to the superintendent of schools.

For serious bus misconduct, other types of correction may be used including but not exclusive to suspension from school, time out, and after school detention. Any of the above steps may be waived by the administration when necessary. Repeated violations of rules and regulations will result in suspension from the bus.

DIFFERENT BUSES OR DIFFERENT STOPS

Students are assigned to a specific bus by the county transportation department. Permission to ride a different bus will not be granted due to safety and liability issues.

POSITIVE BEHAVIOR INTERVENTION AND SUPPORT (PBIS)

PBIS is a proactive systems approach to school-wide discipline. The collaborative process focuses on prevention and instruction to promote positive student and staff behavior.

To reward positive behavior, Tyro Middle School will plan activities and celebrations for students and staff who have exhibited positive behavior.

School-wide behavior expectations are based on **TMS Dragons Are: Ready, Respectful, and Responsible.**

STUDENT CONDUCT

The following policy sets forth school rules prohibiting certain types of student conduct that constitute minor, serious, and major offenses. A student found to be in violation of any one of them may receive punishment as severe as a long-term suspension (over ten (10) days), an extended suspension for the remainder of the school year, or a 365 day suspension as prescribed by law. Less serious conduct can be dealt with by the principal under the disciplinary authority given to principals by the statutes or school board regulations dealing with short-term suspensions.

MINOR VIOLATIONS	MINIMUM CONSEQUENCES
<ul style="list-style-type: none">• Cheating/Plagiarism (may result in zero on work in addition to school discipline)• Classroom disruption or distraction• Disrespect to staff• Failure to attend detention as assigned• Forgery• Gambling• Horseplay/reckless play• Inappropriate assembly or group activity behavior• Inappropriate display of affection• Insubordination• Leaving class without permission• Obscene/profane language, gesture or articles• Presence in an unauthorized or restricted area• Lying• Violation of classroom rules• Dress code violations	Parent contact for any violation and additional possible consequences include: Warning Detention In-School Suspension (ISS) Out of School Suspension (OSS)
SERIOUS VIOLATIONS	MINIMUM CONSEQUENCES
<ul style="list-style-type: none">• Assault• Fighting• Leaving campus without permission• Instigation (verbal or physical)• Profanity/Obscene gestures directed at, used in regard to, or used while interacting with faculty/staff• Possession of stolen goods• Possession of unsafe or dangerous items• Tampering with Fire Alarm/Fire Extinguisher• Theft/Possession of stolen property• Vandalism/Destruction of school property• Trespassing on school property• Repeat offender of any minor violation	Parent contact for any violation and... 1st Violation - 1-3 days OSS 2nd Violation - 3-5 days OSS 3rd Violation - 10 days OSS/referral for long term.
MAJOR VIOLATIONS	MINIMUM CONSEQUENCES
<ul style="list-style-type: none">• Arson• Assault with a weapon• Assault causing serious injury• Threats or intimidation toward faculty/staff• Bomb Threat• Commission of a Felony• Consensual Sexual Activity on Campus• Gang Activity• Inappropriate exposure of body parts	Parent contact for any violation and... 1st offense - 5 days OSS 2nd offense - 10 days OSS 3rd offense - 10 day suspension/referral for long-term suspension Major violations may also result in long-term suspension or expulsion and/or legal charges.

<ul style="list-style-type: none"> Physical Violence against a faculty/staff member Rape Repeat offender in serious violations 	
WEAPONS POLICY	MINIMUM CONSEQUENCES
Possession of a firearm or destructive device on educational property, including buses, or to a school-sponsored event off of educational property.	Parent contact for any violation and as required by law, a student who brings or possesses a firearm or destructive device on school property or at a school-sponsored event must be suspended for 365 days. <i>DCS Board of Education Policy 6.11 Rule 5</i>
SUBSTANCE ABUSE POLICY	MINIMUM CONSEQUENCES
Possession/Under Influence: <ul style="list-style-type: none"> Alcohol Drugs (real or counterfeit) Prescription medication Drug Paraphernalia Distribution, consuming excessive quantity or selling for money or otherwise over-the-counter (OTC) medication may also incur these same consequences, but it is not mandatory.	Parent contact for any violation and... 1st Offense: 5 Day OSS Suspension and referral to student assistance team. 2nd Offense: 10 Day OSS and referral to student assistance team. 3rd Offense: subject to long-term suspension for the remainder of the school year. <i>* Any student who violates the Substance Abuse Policy also incurs a disqualification of the student's athletic and/or extra-curricular activity participation- for further clarification please see DCS Board of Education Policy 6.11 Rule 6.</i>
Selling/Distributing Prohibited Substances	Parent contact/notification and: No less than 10 day OSS, legal authorities notified and complaint filed. If readmission is allowed, the student will be referred to a student assistance team.
CONVICTION OF A FELONY OR MISDEMEANOR	MINIMUM CONSEQUENCES
Any student who (1) is convicted of a crime classified as a felony or misdemeanor or (2) is adjudicated delinquent for an offense that would be a felony or misdemeanor if committed by an adult. For further clarification please see DCS Board of Education Policy 6.11 Rule 6.	Felony: Athletics: Student is not eligible to participate on a school athletic team from the date of conviction or adjudication of delinquency through the end of the student's high school career. Extra-Curricular Activities: ineligible to participate in any current or other extracurricular school activity from the date of conviction or adjudication of delinquency for a period of 12 months. Misdemeanor: Student is not eligible to participate on a school athletic team or extracurricular club or activity from the date of conviction or adjudication of delinquency for a period of 12 months.
SPECIAL CATEGORIES	MINIMUM CONSEQUENCES
Bullying/Harassment Use Social Media which causes a disruption to the school day	1st - Referral to Counseling 2nd - Admin Conference/Warning 3rd - Loss of School Privileges 4th - 1-5 days ISS 5th - 1-5 days OSS 6th - Long-Term 7th - Law Enforcement
TOBACCO POSSESSION/USE	MINIMUM CONSEQUENCES
All offenses require that students forfeit all	Parent contact/notification and conference and

<p>tobacco products in their possession</p> <p>For the purposes of this policy, the term "tobacco product" means any product that contains or that is made or derived from tobacco and is intended for human consumption, including but not limited to cigarettes, cigars, cigarillos, pipes, bidis, hookahs, smokeless or spit tobacco, snuff, electronic cigarettes, electronic cigars, electronic cigarillos, electronic pipes, or vapor products or vaporizers, and other electronic smoking devices even if they do not contain tobacco or nicotine.</p>	<p>completion of Tobacco Cessation program and...</p> <p>1st Offense: 3 hour assignment to ISS (middle school)</p> <p>2nd Offense: One day OSS and referral to student assistance team.</p> <p>3rd Offense: Two days of OSS and student assistance team interventions.</p> <p>4th Offense: Five days OSS and student assistance team interventions.</p> <p>5th Offense: Hearing to determine possible long-term suspension for persistent violation of school rules.</p>
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Cell Phone Policy (Board Policy 6.46):

A. Use During School Hours: Grades 6 – 8 The use of these devices shall be a violation of Middle School rules due to the distractions and disruptions that are associated with their use in the educational environment. Listed below are the disciplinary steps in the event that a device is discovered "IN USE" (turned on, beeping, sounding, etc.) in the school environment:

- First Offense: The device is confiscated and the parent will be contacted. The student may pick up the device at the end of the school day.
- Second Offense: The device is confiscated and the parent can pick up the device at the end of the school day or the student may pick up the device at the end of five school days.
- Third Offense: The device is confiscated and the parent can pick up the device at the end of the school day or the student may pick up the device at the end of five school days and the student is placed in in-school suspension for one day.
- Fourth Offense and thereafter: The device is confiscated and the parent can pick up the device at the end of the school day or the student may pick up the device at the end of five school days and the student is placed in in-school suspension for two days. Aggravating factors may subject a student to more stringent disciplinary consequences, up to and including expulsion. Examples of such aggravating factors include, but are not limited to using wireless communication devices:
 1. to reproduce images of tests, to access unauthorized school information, or assist students in any aspect of their instructional program in a manner that violates any school board policy, administrative regulation, or school rule; and
 2. to take, send, share, view or possess illicit photographs, text messages, emails or other material of a sexual nature.

Dress Code (Board Policy 6.37):

Inappropriate Dress or Appearance for Secondary Students (Grades 6-12):

- Clothing or attachments that are disruptive to the teaching learning process or are revealing, indecent, vulgar or obscene.
- Clothing which promotes alcoholic beverages, tobacco, or the use of controlled substances by words or symbols, or is of a disruptive nature.
- Hats, sweatbands, bandannas, or sunglasses inside school buildings. K. Shorts, skirts, and dresses shorter than mid-thigh.
- Shirts and blouses that do not cover the waist, midriff or go past the waistline.
- Clothing that contains profanity, nudity, depicts violence or is sexual in nature by words or symbols.
- Clothing that is sheer or mesh.
- Undergarments that are visible
- Pants worn in such a manner that underwear is exposed to view or which are generally revealing in nature
- Grooming accessories worn in the hair.
- Skin-tight clothing such as athletic/dance/exercise attire.

- Footwear that may present a hazard to health and safety.

TARDY POLICY

School begins at 8:00 a.m. Students are expected to be in homeroom before the 8:00 bell rings. Promptness to school and class is encouraged and expected. A student arriving late to school (after 7:55) should obtain a note from the office before entering class. Tardies due to medical appointments will be excused if a note is provided. Subsequent offenses will be handled at the discretion of administration. After School Detention will be held from 3:05 to 4:00 on Thursdays. This policy will begin over each nine weeks. Unexcused tardiness to class is subject to discipline by the teacher.

GENERAL INFORMATION

AGENDA POLICIES

- The spiral of the agenda must remain intact throughout the school year.
- Students are expected to follow teachers' policies for the use of the agenda.
- Agendas must be signed daily by parents/guardians.
- Students must have agenda at all times.
- No pages from the agenda should deliberately be removed, folded or made unreadable.
- If lost, destroyed or damaged, a new agenda must be immediately purchased for \$6.00.
- Students may not share agendas.

AHERA (ASBESTOS HAZARD EMERGENCY RESPONSE ACT) NOTIFICATION

As mandated by federal regulations, public schools were to have each of their school buildings inspected for asbestos, and a plan of managing asbestos that was detected was to be filed with the North Carolina Department of Human Resources, Division of Health Services, Raleigh, NC by May 9, 1989. Davidson County Schools complied with this mandate.

The Davidson County Board of County Commissioners hired a certified and accredited firm to conduct inspections of public school buildings. A thorough inspection of all schools has been completed and a written plan for the management of any detected asbestos is in place. Those management plans are on file at each school and the administrative office.

Necessary measures have been taken to repair or to remove any damaged asbestos, and the management plans outline the ongoing maintenance program at each location.

It is also required that at least once every six months after a management plan is in effect, each LEA shall conduct periodic surveillance in each building that it owns, record any changes in the condition of the materials, and make those records a part of the management plan. Those requirements have been met by the Davidson County Schools.

It is further required that every three years after a management plan is in effect, each LEA shall conduct a thorough inspection of every building for the presence of asbestos. Those requirements have also been met by the Davidson County Schools.

ANTI-DISCRIMINATION POLICY

The Davidson County Board of Education believes all students and employees should be free of unlawful discrimination, bullying and harassment, including sexual harassment, as part of safe, orderly, and inviting learning/working environments. The Board is committed to nondiscrimination in all educational and employment activities and expressly prohibits unlawful discrimination and harassment on the basis of race, color, national origin, sex, pregnancy, religion, veteran status, age or disability. The Board prohibits retaliation against a student or employee exercising rights made available through state or federal law, and also prohibits retaliation for reporting such violations. Policy violation is serious; appropriate action will be taken, up to and including suspension (for students) and termination (for employees).

Title IX coordinator: Lowell Rogers, Assistant Superintendent of Human Resources

Section 504 Coordinator: Tamera Holcomb, Coordinator for Academic Support

ADA coordinator: Deana Coley, Assistant Superintendent of Curriculum

Davidson County Schools ~ P.O. Box 2057, Lexington, NC 27293 ~ Telephone: 336-249-8182

BREAKFAST/LUNCH PRICES

The school cafeteria provides breakfast and a hot lunch each day. The price for breakfast is \$1.50 and the price for lunch is \$3.00. All money will be collected in the line daily or advance deposits can be made in the child's account. Charges **MUST** be paid back the following day. **Fast food, carbonated beverages, and energy drinks are not allowed at school.** Students are not to bring coffee mugs, tumblers, etc. to school. These items will be confiscated if they are brought to school. Bottled water is acceptable.

CHILD NUTRITION

Meal and item charges are permitted as follows for ALL Davidson County School students:

- In the elementary and middle schools all students, including but not limited to reduced meal benefit students, may charge up to \$12.75. After the student has incurred charges of \$12.75, the student will receive an alternate meal which will meet the reimbursable meal option.
- When the student's meal charge reaches \$37.50, the charge will then be turned over to a collection agency selected and approved by the Superintendent of the Davidson County Schools and the alternate meal will continue until the total outstanding charges are reduced below \$12.75.
- NO supplemental sales items, such as milk, cookies, ice cream or potato chips, may be charged at any time. NO supplemental items will be allowed for purchase until all outstanding charges are paid in full. Any money given to the cafeteria will be applied towards any outstanding charge balance.
- Child Nutrition Services will call all parents every Wednesday for any meal charge and will call every day for charges over \$12.75.
- If the student's charge balance exceeds \$75.00, at the discretion of the school principal and social worker, the Davidson County Social Services (DSS) may be contacted in relation to potential student neglect.
- Our Child Nutrition Department allows parents to prepay for meals and put money on their child's account at www.lunchprepay.com. This website also allows parents to get a detailed report of purchases made by their child.

FERPA

The Family Educational Rights and Privacy Act (FERPA) is a Federal law that protects the privacy of students' education records. FERPA gives parents/guardians the right to refuse release of directory information by filing a note of "Don't Release" in the school's office at the beginning of the school year. Parents/guardians (or eligible students) have the right to inspect their child(ren)'s records. These rights transfer to the student when the student becomes 18 years of age. Parents/eligible students have the right to request a correction to records. If the parents/eligible students do not feel the school's response is adequate, a formal hearing may be requested. A rebuttal statement by the parents/eligible student(s) may be placed within the record. FERPA protects the release of directory information except in the following circumstances:

- School officials with legitimate educational interest
- Other schools to which a student is transferring
- Specified officials for audit or evaluation
- Appropriate parties offering financial aid to a student
- Approved agencies conducting research in DCS
- Accrediting organizations
- Judicial order or subpoena compliance
- Health, safety, court and law enforcement officials

FIRE, TORNADO, AND CRISIS DRILLS

Fire, tornado, and crisis drills are practiced periodically throughout the year. All students must participate and follow instructions posted in the classrooms.

FREE AND REDUCED LUNCH

Free meal applications can be viewed at lunchapplications.com. These applications should be completed online. Access to the online forms may be obtained at any time during the year if the family's financial situation changes. If you are unable to complete the online form, please contact the front office.

FEES AND FEE WAIVERS

Each student will pay basic fees at the beginning of the year. These fees are set by the Davidson County Board of Education. Fees may be waived for qualifying families upon completion of necessary forms. Any student involved in band will be responsible for band fees unless waived. Applications for waivers may be obtained from the homeroom teacher. A student fee waiver will cover one agenda and band fees per year. PE uniforms are NO LONGER eligible for a fee waiver. **Fee money and PE uniform money come to the front office and not the homeroom teacher.**

School Fees	\$16.00	PE Uniform Shirt	\$9.00
Student Agenda	\$6.00	Shorts	\$9.00
Band Fees 6 th & 7 th Grade	\$6.00	Gym Bag (Optional)	\$10.00
8 th Grade	\$12.00		

Insufficient funds received by Davidson County Schools will be turned over to the District Attorney's Office. The criminal process will be issued if needed, in order to collect restitution for the amount of the check. Penalty fees will be applied.

GUIDANCE SERVICES

Guidance counselors are available to help students with school, home, or personal problems. Appointments must be arranged through classroom teachers and/or the guidance counselor. The student must seek permission from his/her supervising teacher before going to the guidance office. Students will not stop between classes at the guidance office.

LOCKERS/LOCKER SEARCHES

All students will be assigned a locker at school. Lockers are for the storage of school materials. Valuable items should not be brought to school or placed in lockers. Lockers should be kept neat and orderly so they always close properly. If students place a lock on the locker the combination or an extra key must be given to the homeroom teacher. Students should understand that lockers are the property of the Davidson County Schools and may be searched by school officials when deemed necessary.

Searches of students' lockers by school officials may be conducted when there are reasonable grounds for believing that prohibited substances or other contraband may be concealed in the locker. When practical, the locker should be opened in the presence of the student. Similar searches may be conducted on a student's person as well.

MEDICATION

Standards for Administering Medicines

School employees are authorized to administer drugs or medication when all of the following conditions have been met:

- The student's parent or legal custodian has made a written request that school personnel administer the drug or medication to the student and has given explicit written instructions describing the manner in which the drug or medication is to be administered. All prescription medication should be kept in the original Rx bottle with the student's name and dosage clearly displayed on the bottle; the parent/guardian is responsible for delivering the medication to school. No medication except Emergency or Diabetic medication to be transported on bus.
- A physician has prescribed the prescription drug or medication for use by the student;
- A physician has certified that administration of the prescription drug or medication to the student during the school day is necessary;
- For over-the-counter medications the parent provides written permission.
- The employee administers the drug or medication pursuant to the written instructions provided by the student's parent or legal custodian.

Over-The-Counter Medication

Over-the-counter medications will only be given during school hours by school personnel if medication sheet is complete with instructions and parent signature. Parents who want school personnel to administer over-the-counter medication must provide and deliver the medication to school personnel pursuant to the requirements of this policy.

Emergency Medication

Students who are at risk for medical emergencies, such as those with asthma or severe allergies, should have an emergency health care plan developed for them by their doctor and parent or legal guardian to address emergency administration of medicine. Any emergency medication should be stored in a secure, but unlocked, and easily accessible location.

Student Self-Administering Asthma Medications and Epinephrine Auto-Injectors

The board recognizes that students with asthma and/or subject to anaphylactic reactions may need to possess and self-administer asthma medication on school property. As used in this policy, "asthma medication" means a medicine prescribed for the treatment of asthma or anaphylactic reactions and includes a prescribed asthma inhaler or epinephrine auto-injector. The superintendent is directed to develop procedures for the possession and self-administration of asthma medication by students on school property, during the school day, at school-sponsored activities, and/or while in transit to or from school or school sponsored events.

Before a student will be allowed to self-administer medicine pursuant to this section, the student's parent or guardian must provide to the principal or designee all of the documents listed below.

- Written authorization from the student's parent or guardian for the student to possess and self-administer asthma medication;
- A written statement from the student's health care practitioner verifying: 1) that the student has asthma and/or an allergy that could result in anaphylactic reaction; 2) that he or she prescribed medication for use on school property during the school day, at school-sponsored activities, or while in transit to or from school or school sponsored events; and 3) that the student understands, has been instructed in self-

administration of the asthma medication, and has demonstrated the skill level necessary to use the medication and any accompanying device;

- A written treatment plan and written emergency protocol formulated by the prescribing health care practitioner for managing the student's asthma or anaphylaxis episodes and for medication use by the student;
- A statement provided by the school system and signed by the student's parent or guardian acknowledging that the board of education and its agents are not liable for injury arising from the student's possession and self-administration of asthma medication; and
- Any other documents or items necessary to comply with state and federal laws.

Prior to being permitted to self-administer medicine at school, the student also must demonstrate to the school nurse, or the nurse's designee, the skill level necessary to use the asthma medication and any accompanying device.

Finally, the student's parent or guardian must provide to the school backup asthma medication that school personnel are to keep in a location to which the student has immediate access in the event of an emergency.

Students may not distribute, purchase, or sell any medication, prescription or non-prescription. Abuse or distribution (for sale or otherwise) of over-the-counter medications (OTC), consuming an excessive quantity (more than the recommended dosage) of an over-the-counter medication and receiving (for money or otherwise) any medication, prescription, or over-the-counter medication from other students in any quantity is considered a violation of Davidson County Schools substance abuse policy and may result in a suspension of up to ten (10) days. Under no circumstances are students allowed to distribute, sell, purchase, or receive any medication to/from other students. Students in violation may be suspended up to ten (10) days.

MESSAGES TO STUDENTS

Messages from home or from other students will be given to students in emergencies only. Plans for riding buses or cars home should be made before the school day begins. **Students should know how to get home if school is dismissed early because of bad weather.**

PHYSICAL EDUCATION GUIDELINES

All students are required to dress out in a complete TMS uniform each day for PE. Only one (1) parent note will be accepted each nine weeks for exclusion from PE due to injury or illness. A doctor's note will be required after the one parent note has been used or for extended exclusions. Written work will be given to all students excused from PE and to students who do not dress out or choose to participate.

POLICIES AND PROCEDURES

At Tyro Middle, students are expected to obey the policies of the Davidson County Board of Education, the rules and regulations of Tyro Middle, and the rules established by the team teachers. Our teachers and administrators are dedicated to maintaining order in the school so that each student may receive the best education possible. Students must accept the responsibility of respecting the authority of the staff and the administration. Students must obey all proper requests of all school personnel. School rules apply on school grounds, on buses and while waiting at any bus stop, and at any event where the school is represented.

REPORT CARDS/PROGRESS REPORTS

Report cards will be issued on the following dates: Nov. 7, Jan. 31, April 5, and June 18. Parents should sign the report card cover and return only the cover to the homeroom teacher. Progress reports will be sent out at the mid-point of each quarter to assess student progress.

SCHOOL GROUNDS AND CLEANLINESS

The major responsibility of caring for the school does not fall on any one person, but is a responsibility that must be shared by all if Tyro Middle is to be kept clean. Students must accept a major role in keeping the classrooms, lockers, halls, restrooms, grounds, and buses in good order. Any student who is found to have willfully or negligently damaged school or private property while at school will be required to pay for the damage and face serious disciplinary actions, which could involve charges under the law. **SCHOOL SPONSORED EVENTS**

We encourage students to attend school-sponsored events to show school spirit and pride. However, it is important to remember that students are required to follow all school rules and regulations and to behave in a proper manner. Dances will be held periodically throughout the year. All dances are for TMS students only! Students will be expected to follow dress code. Students will earn the right to attend extra-curricular activities by having good behavior. **Students who are assigned ISS, OSS or bus suspension are ineligible to attend dances for a period of 30 days.** All school policies are in effect during these events. Students who are marked absent from school cannot attend any after school functions on that day. Students must be picked up immediately

after the event ends. Students not picked up within 15 minutes will forfeit their privilege to attend future events. **Students are required to bring a note granting permission to stay for after-school events.**

SCHOLASTIC ACCIDENT INSURANCE

DCS carries basic/excess accident coverage for all students. This policy is secondary to insurance carried by parents and primary if there is no insurance carried by parents. This policy does not cover sport-related injuries and is only for basic medical services for accidents that occur during the school day on school property, or at school sponsored/supervised events. It is strongly recommended that parents review the voluntary scholastic accident insurance program available to students at a nominal cost. The voluntary scholastic insurance program offers extra coverage for both school-time activities and for extra-curricular activities (excluding varsity football) for a nominal charge. An informative brochure on the recommended insurance carrier is available at each school.

STUDENT COUNCIL

The Student Council is an organization established to serve the needs of the student body. It consists of a president, vice-president, secretary, and treasurer. A representative is also selected by each homeroom. Officers must maintain a "B" average with no failing grades and homeroom representatives must maintain a "C" average with no failing grades. Students must receive good teacher recommendations and display good character and leadership qualities.

TECHNOLOGY RESPONSIBLE USE (DCS Board of Education Policy 7.6.2)

School system technological resources are provided for school-related purposes only. Acceptable uses of such technological resources are limited to responsible, efficient, and legal activities that support learning and teaching.

- Use of school system technological resources for commercial gain or profit is prohibited. Student personal use of school system technological resources for amusement or entertainment is also prohibited.
- Under no circumstance may software be purchased by the school system be copied for personal use.
- Student and employees must comply with all applicable laws, including those relating to copyrights and trademarks, confidential information, and public records. Any use that violates state or federal law is prohibited. Plagiarism of Internet resources will be treated in the same manner as any other incident of plagiarism, as stated in the Student Code of Conduct.
- No user of technological resources, including a person sending or receiving electronic communications, may engage in creating, intentionally viewing, accessing, downloading, storing, printing, or transmitting images, graphics (including still or moving pictures), sound files, text files, documents, messages, or other material that is obscene, defamatory, profane, pornographic, harassing, abusive, or considered to be harmful to minors.
- The use of anonymous proxies to circumvent content filtering is prohibited.
- Users may not install or use any Internet-based file sharing program designed to facilitate sharing of copyrighted material.
- Users of technological resources may not send electronic communications fraudulently (i.e., by misrepresenting the identity of the sender).
- Users must respect privacy of others. When using e-mail, chat rooms, blogs, or other forms of electronic communication, students must not reveal personal identifying information or information that is private or confidential, such as home address or telephone number, credit or checking account information, or social security number of themselves or fellow students. For further information regarding what constitutes personal identifying information, see policy 6.14.1, Confidentiality of Personal Identifying Information. Users also may not forward or post personal communications without the author's prior consent.
- Users may not intentionally or negligently damage computers, computer systems, electronic devices, software, computer networks, or data of any user connected to school system technological resources. Users may not knowingly or negligently transmit computer viruses or self-replicating messages or deliberately try to degrade or disrupt system performance. Users must scan any downloaded files for viruses.
- Users may not create or introduce games, network communications programs, or any foreign program or software onto any school system computer, electronic device, or network without the express permission of the technology director or designee.
- Users are prohibited from engaging in unauthorized or unlawful activities, such as "hacking" or using the computer network to gain or attempt to gain unauthorized or unlawful access to other computers, computer systems, or accounts.
- Users are prohibited from using another individual's ID or password for any technological resource without permission from the individual. Students must also have permission from the teacher or other school official.
- Users may not read, alter, change, block, execute, or delete files or communications belonging to another user without the owner's express prior permission.
- If a user identifies a security problem on a technological resource, he or she must immediately notify a system administrator. Users must not demonstrate the problem to other users. Any user identified as a security risk will be denied access.

Parental Consent

The board recognizes that parents of minors are responsible for setting and conveying the standards their children should follow when using media and information sources. Accordingly, before a student may independently access the Internet, the student's parent must be made aware of the possibility that the student could obtain access to inappropriate material while engaged in independent use of the Internet. The parent and student must consent to the student's independent access to the Internet and to monitoring of the student's e-mail communication by school personnel.

In addition, in accordance with the board's goals and visions for technology, students may require accounts in third party systems for school related projects designed to assist students in mastering effective and proper online communications or to meet other educational goals. Parental permission will be obtained when necessary to create and manage such third party accounts.

Personal Websites

The superintendent may use any means available to request the removal of personal websites that substantially disrupt the school environment or that utilize school system or individual school names, logos, or trademarks without permission. Though school personnel generally do not monitor students' Internet activity conducted on non-school system devices during non-school hours, when the student's online behavior has a direct and immediate effect on school safety or maintaining order and discipline in the schools, the student may be disciplined in accordance with board policy.

WITHDRAWALS AND TRANSFERS

Any student who plans to withdraw from Tyro Middle and transfer to another school should have his/her parent/guardian contact the guidance office to fill out the proper forms. All books must be returned to the homeroom teacher/Media Center and all fees and/or charges must be paid prior to leaving.

Please see the Davidson County Schools website www.davidson.k12.nc.us for the Board Policy listings below: DCS Board of Education Policy 1.7 Prohibition Against Discrimination, Harassment, and Bullying DCS Board of Education Policy 4.19 Prohibition Against Discrimination, Harassment, and Bullying, DCS Board of Education Policy 6.39 Student and Parent Grievance Procedure