

WEST IREDELL MIDDLE SCHOOL

STUDENT HANDBOOK

2016-2017



HOME OF THE MUSTANGS

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Updated August 26, 2016

APPROVED 11/9/15
REVISED 3/2/16

Iredell - Statesville Schools 2016-2017 Calendar

KEY

Teacher Workday



Required Teacher Workday



Holiday



Annual Leave



First/Last Day for Students



Early Release Day for Students



School makeup days are identified by



Makeup days will be taken in the order in which they appear.

Other time, including Saturdays and extended days may be necessary.

Progress Reports



Report Cards



Last Day of Quarter



JULY

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
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31						

AUGUST

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SEPTEMBER

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NOVEMBER

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DECEMBER

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JANUARY

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FEBRUARY

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APRIL

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MAY

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JUNE

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25	26	27	28	29	30	

SCHOOL DAY – Instruction begins at 8:15 AM and **ends at 3:25 PM**

Before school:

Students should arrive no earlier than 7:30 and enter in the designated entrance. Upon entering school, students should report directly to the cafeteria. At the 7:45 bell, all 6th grade students should report to the Commons Area. 7th and 8th grade students should go to the gym. All students eating breakfast should report directly to the cafeteria. **Students who eat breakfast should remain in the cafeteria until the designated time for their grade level to report to 1st period.**

After school:

When the dismissal bell rings, students who are car riders should go to the front parking lot to be picked up. Students waiting to be picked up should wait in the front of the school until their ride arrives. 1st load bus riders will be dismissed to the bus parking lot when their bus arrives. Students must listen to the announcements to know when to report to their bus. Students who ride 2nd load buses will remain in their classroom until announced dismissal. Students participating in afterschool activities such as sports or clubs should report to the area designated by their coach or sponsor when announced.

Rainy Day Dismissal

When there is inclement weather at the time of dismissal, following announcements, ALL car riders should report to the cafeteria. When their ride arrives, we will call them by name to the car rider line. Bus riders will be dismissed as usual. The decision to have a Rainy Day Dismissal will be made by the administration.

Any changes in the way a child will be transported home due to a parent calling will be announced at the end of the day before students are dismissed. Students are responsible for listening to the announcements.

UPDATED: July 12, 2016

**WEST IREDELL
MIDDLE SCHOOL
2016-2017
Bell and Lunch Schedule**



7:30am	Doors Open	All students to Cafeteria	
7:45am	Breakfast	7 th & 8 th to Gym	6 th to Commons
8:00am	6 th Grade Report to 1 st Period		
8:02am	8 th Grade Reports to 1 st Period		
8:04am	7 th Grade Reports to 1 st Period		
8:10am	8:15am	<i>Attendance and Announcements</i>	
8:15am	9:20am	1st Period	Wheel PLC
9:23am	10:08am	2nd Period	Mustang Time
10:11am	11:16am	3rd Period	8 th PLC
11:19am	1:05pm	4th Period	Lunch
1:08pm	2:13 pm	5th Period	7 th PLC
2:16pm	3:25pm	6th Period	6 th PLC

ACADEMICS

Grading and Grading Scale

Grades A, B, C, and D are passing. The grade given at the end of the semester is a cumulative grade for that semester.

All middle schools and high schools in Iredell-Statesville School System will use a 10-point grading scale.

100-90	A	Excellent work
89-80	B	Above average work
79-70	C	Average work
69-60	D	Below average work
Below 59	F	Failing work

Progress Reports/Report Cards

Students will be issued progress reports 4 ½ weeks into the grading period. The importance of the report is to communicate to parents and students the level of academic achievement. Students who are working below their apparent ability may receive additional home reports at the discretion of the teacher or by requesting reports from the teacher. Report cards will be distributed every nine weeks. Report card and semester grades will appear on the report card.

All-Academic Team

Students who perform at a high academic level (all grades are 85 or above) will be recognized as being on the All-Academic Team! All-Academic Team honors are calculated at the end of each 9 week period (based on report card grades.)

No Activity List

If a student is placed on the 'No Activity List' they will not be allowed to attend or participate in any extra-curricular activity (sports, dances, clubs, etc) or any school or grade level reward programs (pep rallies, block parties, Palooza, etc) until they are removed from the list.

Students failing 2 or more subjects, an assignment of 3 or more days of ISS, an assignment of OSS, failure to pay fees (Technology Usage Fee, damage fees, cafeteria fees, etc) in a timely manner (prior to past due date), or failure to pick up your student from an after school event in a timely manner during the 9 weeks grading period, will be placed on the 'No Activity List.'

Plagiarism and Cheating

It is important for students to complete their own assignments. Students who cheat on tests or homework are being dishonest. If a student allows another student to copy an assignment knowingly, then both are cheating. Students who copy the work of others without citing the proper sources have plagiarized.

1 st Offense:	Zero/no retakes; Parent notified
2 nd Offense:	Zero/no retake; 1 day ISS;
3 rd Offense:	Zero/no retake; 3 days ISS and loss of extra curricular privileges

Promotion

A student's overall academic performance, teacher recommendation, school board requirements and the principal will determine promotion to the next grade level.

Power School Student and Parent Access

Students and parents are encouraged to monitor their classroom grades through the use of Power School. Students will be provided access to Power School by their teachers. Parents are encouraged to contact the school to receive access to Power School. Academic excellence is an expectation at WIMS and by parents and staff working together, we can assure that all students are successful!

AFTER SCHOOL DETENTION (ASD)

Teachers primarily assign ASD to students for classroom misbehaviors, but school administrators may also utilize this form of disciplinary action. The teacher assigning ASD will contact the parents of that student. If the student fails to serve the ASD within the allotted time, that student will be assigned ISS.

Other classroom infractions such as not completing homework or failure to follow Mustang PRIDE expectations may also result in ASD (other classroom behaviors may be included). Students assigned to ASD will report the assigned teacher's room at the end of the school day. Students assigned to ASD are expected to complete assignments, read a book or other activity. Parents should arrange to have students picked up at 4:30 PM in front of the school.

ATHLETICS (6th, 7th and 8th Grade)

The following extracurricular sports/athletic teams are fielded at WIMS:

FALL SEASON: Football, Volleyball, Girl's Cross Country, Boy's Cross Country, Cheerleading
 WINTER SEASON: Girl's Basketball, Boy's Basketball, Wrestling, and Cheerleading
 SPRING SEASON: Girl's Soccer, Boy's Soccer

Purpose

The purpose of the athletic program at WIMS is to teach and promote and develop skills, teamwork, and sportsmanship. Our student-athletes should strive to be positive role models on the field or court, in the classroom, and in the community.

Academic eligibility

Students must pass all but one course the previous semester. This is based on semester averages. **Current 6th, 7th and 8th grade students may participate on WIMS athletic teams. 6th graders MAY participate in all sports except Football. **For 2016/2017 School year, 6th graders will not participate in Volleyball.***

Age

A student cannot participate on a team if he/she becomes 15 years of age on or before August 31st of the current school year. All 6th graders are eligible for sports during the first semester. Second semester must meet requirements.

Attendance

A student must be in attendance 85% of the previous semester. Student may not miss more than 13.5 school days in a semester. Student must be in attendance at least 50% of the school day.

Medical Form

The student must receive a medical examination each year, administered by a licensed physician, nurse practitioner or physician assistant. The physical is good for 365 days from the date received.

Residence

The student may participate only at the school which the student is assigned by the central office. *All rules are governed by the North Carolina Middle School Athletics guidelines.*

No Activity List

If a student is on the No Activity List (see criteria above) they may not practice or participate in any athletic activities until removed from the No Activity List.

OSS

1st offense : **Student is removed from the athletics team for the remainder of that sport's season.**

ISS*

1st offense: Student cannot practice or play the day(s) in ISS. If the game falls during this time, student will miss the game. *(Note: It is considered a day in ISS if the student is in ISS for 50% or more of the school day. Also assignment to ISS can be for one or more days per offense.)*
 2nd offense: Student cannot practice or play the day(s) in ISS, and will also sit out the next game the team plays after the completion of ISS assignment. If the student misses a game while in ISS, he/she still must sit out the next game that the team is scheduled to play.
 3rd offense: Student is removed from the athletic team for the remainder of that sport's season.

* NOTE: **Any student assigned to 3 or more days of ISS during the sport season will no longer be eligible to participate during that season.**

Transportation to and from games

An athlete may ride home with his/her parent/guardian after they have communicated with the athletes' coach or sponsor and have signed the "Contest Dismissal Form" for liability purposes. Athlete may ride home with another parent only if they have provided a written note from their parent/guardian to the administration prior to 12:00 p.m. on the day of the contest. Administration will sign the note, keep the original and give a copy to the student. The student must present the signed permission slip to the coach/sponsor. If the athlete does not provide the necessary documentation to the administration or coach/sponsor, he/she is required to ride home on the bus. Failure to ride home on the bus may result in disciplinary action.

COACHES MAY ADD ADDITIONAL RULES TO THEIR OWN SPORT REGARDING PLAYER'S ATTITUDE, DISCIPLINE, MISSED PRACTICES, ETC.

ATTENDANCE POLICY

Students are expected to be in school, ten absences are permitted during the school year with a written note from the parent/guardian. Absences will be classified as excused, unexcused, or trancies depending on the reason for such absences. Students must be in school for 3.5 hours or half of the day to be counted present. Students signed out before 11:50 A.M. will be counted absent. No sign outs after 2:45 P.M.

Excused-	A student will be excused for the following reasons: personal illness, personal medical/dental appointment, serious illness or death in the immediate family, or the principal approves the request PRIOR to the student being absent.
Unexcused-	All other absences from school will be considered unexcused.
Truant-	A student will be considered as truant if he or she is absent from school all day or is absent from school any part of the day without prior knowledge and consent of either the parent or the school; or, absent from a class, study hall, or other assigned area anytime during the day without the knowledge and consent of the school, teacher or person in charge.

Excessive Absenteeism:

1. Letters will be sent home when the student misses 3, 6, and 10 unexcused days or 10 excused/unexcused days.
2. Parent or guardian will be asked to contact the school should the student accumulate ten (10) days of absence. **If a student has 10 or more unexcused absences he/she will be considered a “Habitual Truant” which may result in contact with the court system.**
3. Attendance letters will be sent out to parents. These letters are to keep parents up-to-date on their child’s attendance.
4. Excessive absenteeism will be reported to the county juvenile services.

Student Responsibilities (when absent):

1. Following an absence, the students may bring a dated and signed note from their parent or guardian stating reason(s) for the absence within two school days. **Notes should be given to the student’s 1st period teacher.**
2. When a student returns to each class following an absence, the student must ask for any possible make-up work or test that he or she may have missed during the absence. Students have two days to make-up work for each day they were absent.
3. If a parent/guardian feels that their child’s absence from school was unfairly classified as unexcused or truant, the parent/guardian should ask the principal for an appeal. The principal and assistant principal will review the circumstances surrounding the absence and make a determination.

Pre-Arranged Absences:

Annually the board of School Trustees adopts and publishes a school year calendar including student attendance days, days students are not in school and vacation periods. Parents are encouraged to ensure that their children are in school during student attendance days. The board recognizes that there may be student absences which-although otherwise unexcused-warrant making up missed work at full, partial or loss of credit. If parents feel extenuating circumstances exist concerning a planned student absence, they MUST request a conference with the principal about the absence. Determination of the make-up work will be based upon: conference with principal, evidence of a rare/social education opportunity, length of vacation, and involvement of the family members.

Tardiness to class

1. Students who have been detained by a teacher must request a pass to their next class.
2. Excessive tardies to class will result in disciplinary action which could include ASD and/or ISS.
3. Tardies start over each nine week period and are subject to the policy outlined in the West Iredell Middle School Discipline Plan.

Tardiness to school

Students who arrive at school after classes are in session must report to the main office for an admit slip. The student will be issued a slip for being tardy. Excessive tardiness will be turned over to the school counselor.

BOUNCING

Bouncing is an opportunity for a student who is disturbing class to have a “time out” without any further disciplinary consequences and for the teacher to continue instruction without disruption. When a student is bounced, that student will be sent to a predetermined classroom on the same hall with an assignment, for a specified period of time. If the student refuses to be “bounced” or misbehaves in the classroom to which he has been bounced, that student may receive an office disciplinary referral.

BULLYING (see school board policy 4021)

We believe that everyone should enjoy our school equally, and feel safe, secure and accepted regardless of color, race, gender, popularity, athletic ability, intelligence, religion, and nationality. Bullying is not acceptable behavior at West Iredell Middle School. Bullying can take many forms including any combination of physical, emotional, and verbal abuse. Specific acts of bullying may include but are not limited to name calling, teasing, physical abuse (e.g., hitting, pushing, pinching, or kicking), threats, taking of personal possessions, sending abusive text messages, instant messages, Internet e-mails, and phone messages, forcing others to hand over money, forcing others to do things against one’s will, ignoring or leaving others out, attacking others in any way.

How do we differentiate bullying from teasing?

The Double I-R Criteria

I- intentional

I- imbalance of power (physical or psychological)

R-repeated

BUS TRANSPORTATION (see school board policy 4317)

Riding a bus is a privilege provided by the local Board of Education. Proper behavior on the bus is imperative if you wish to continue riding. Inappropriate behavior may result in having to find another means of transportation. A few basic rules for safety on the bus include:

- Remain seated in assigned seat and face the front at all times
- Students are to refrain from loud talking, cursing, and speak in a soft voice
- Eating and drinking is not permitted. No gum anytime!
- Students are not to use their MacBook on the bus at any time. MaBooks should remain in their backpacks while on the bus.
- All students are to refrain from doing anything which might be considered dangerous to the safety of others including distracting the driver by participating in disruptive behavior.
- Students will not open the emergency door on a bus without authorization from the driver.
- Students may be held responsible for any damage caused to the bus.
- Obey the driver at all times.

Parental concerns about bus problems should be addressed to the school administration. At no time should a parent or other adult board a bus to discuss a problem. That person may be charged with trespassing! Every effort will be made to work with parents regarding their child’s behavior problems on the bus. However, a student’s refusal to obey bus rules jeopardizes the safety of everyone on the bus, and as a result may cause him/her to be suspended from riding the bus.

Students will NOT be permitted to go home on the bus with another student on another bus.

Students must ride their assigned bus. If a student needs to get off the bus at an alternate stop on their current bus route, a written note must be received requesting for the student to get off at the alternate stop and telephone numbers where parents can be reached, and specify the appropriate dates for the change. Students should not change buses or get on or off at a different stop without prior approval from the office.

Failure to follow bus rules may lead to suspension from riding the bus. Suspensions will be progressive for minor bus offences such as 1st offence- 1 day bus suspension, 2nd offence – 3days bus suspension, 3rd offence – 5 days, 4th offence – 7days, 5th offence – 10 days and permanent removal from the bus. School and/or bus suspensions are the discretion of school administration.

CELL PHONES & PERSONAL ELECTRONIC DEVICES (iPods, tablets, etc)

- See school board policy 4318.

WIMS nor Iredell-Statesville Schools will be responsible for lost, stolen, or damaged personal electronic devices. It is the recommendation of WIMS that these devices are left at home. If a student chooses to bring a cell phone or any other type of electronic communication device to school, use of the device should adhere to the following expectations:

- The device should not be used at any time during school.
- The device should be turned off (not simply on “silent” or “vibrate”) during school.
- Devices should be kept out of sight from 8:00 am-3:25pm each day.

Consequences

1 st Offense:	Device confiscated and students may pick it up AFTER SCHOOL in the main office
2 nd - 4 th Offense:	Device confiscated and PARENT must pick it up in the main office
5 th - 9 th Offense:	Device confiscated and PARENT must pick it up in the main office. Student will be assigned ISS (5 th offense = 1 day ISS, etc).
Subsequent Offenses:	Device confiscated. PARENT must pick it up in the main office. Student assigned OSS.

CLUBS

WIMS offers a variety of extracurricular clubs and competition opportunities. These groups provide a structural context for peer group interaction while also further developing student interests, skills and knowledge base. Extracurricular activities also provide a construct for real life application of academic skills and knowledge and can bring relevance to student learning in the classroom.

Clubs and Competition opportunities at WIMS (these clubs will meet during the school day. Some after school or weekend meetings may be expected):

Robotics, Battle of Books, Odyssey of the Mind, Math Counts, Art Showcase, Quiz Bowl, Science Olympiad, and Chess

Students participating in these clubs will have the opportunity to compete at the district, regional, and state level.

Extra-curricular Clubs and Teams (these teams will meet after school. Some weekend meetings may be expected):

Truth Girlz – Meeting weekly after school. Open to all 6th, 7th, and 8th grade girls

Girls on Track – Meeting after school in the Spring. Open to all 6th, 7th, and 8th grade girls

Junior Beta Club – Meeting monthly after school. Application required. Open to all eligible students.

Interactive Fitness Team - Meeting daily after school. Open to all eligible students.

CODE OF CONDUCT

Drug-free school

The use of any mood-altering substance (such as alcohol, amphetamines such as that found in some diet and caffeine pills, etc.) results in negative effects on behavior in the learning environment. Iredell-Statesville Schools have made a commitment to drug and substance abuse education and to offer a supportive environment that encourages healthy lifestyles. Through our efforts to know our students, and to work cooperatively with community resources, we will continue to have a school environment that is safe, drug free, and that provides a resource for students who may have a substance abuse problem. **A student shall not use or consume, have in his/her possession, buy, sell or give away any controlled substance.** This policy does not apply to medication prescribed by a physician.

Tobacco-free school

No smoking or tobacco-related materials including dip, snuff, e-cigarettes and/or vapors is permitted in any Iredell-Statesville School building where instruction or extra-curricular events takes place.

Field trips/athletics/extra-curricular activities

All school rules and regulations regarding student behavior, dress code, electronic devices, etc. remain in effect and enforced during school related activities on and off campus.

2016-2017 DRESS CODE – Updated and Approved by School Improvement Team 5/3/2016

The school dress code is adopted to enhance the learning environment of West Iredell Middle School students. **This includes field trips and after school events.** Events and activities to which dress code will not be required will be announced prior to the event or activity.

Tops/undershirts

Colors: Any color of shirt is acceptable.

Types of shirts: Crewneck (T-shirt like) and Polo type (3 or 4 buttons)

SCHOOL APPROPRIATE* logos and print are permitted as long as the logo/print does not distract from the educational environment. Students are encouraged to wear West Iredell Middle School and Iredell-Statesville School system t-shirts, sports jerseys or uniforms, and sweatshirts. **Shirts MUST have sleeves, and crewneck (low cut shirts will not be allowed).**

*School administrator will determine what is SCHOOL APPROPRIATE.

Bottoms

Colors: Khaki (tan), dark blue, grey, or blue jeans. **BLACK SHORTS or PANTS are NOT permitted.**

Males may wear slacks or shorts. Females may wear slacks, capris, shorts, skorts, or skirt. Bottoms should be appropriate size and worn above the hip, no saggy pants worn below the waist. Knit, athletic shorts, skinny pants, sweat pants, camouflage, or stretchy material are not allowed. No writing, logo or artwork on male or female slacks. There will be no slit in the hemline of any skirt, or skort. Shorts, skorts, and skirts can be no more than three inches above the knee. Pants/shorts should not be worn that have holes above the knee or are frayed.

Outerwear

Colors: Any color of outerwear is acceptable.

Sweatshirts, light jackets, or sweaters are the only outerwear allowed in the classroom. **Logos on outerwear are allowed as long as the logo/print does not distract from the educational environment.**

Heavy coats or coats considered to be too thick must be put in the locker and will not be allowed in the classroom. Gloves, winter scarves, and windbreakers are not allowed in the classroom and must be stored in lockers. West Middle School hoodies of any color will be allowed.

Physical education uniforms

1. Each student will have a PE uniform consisting of a shirt, shorts, socks and athletic shoes.
2. Only school PE uniforms are to be worn in physical education class.
3. PE uniforms should be taken home to be cleaned every Friday.
4. WRITE YOUR FULL NAME ON YOUR PE SHORTS AND SHIRT.
5. No PE uniforms can be borrowed from the PE department during PE classes.
6. Shorts MUST be at waist level at all times.
7. The cost for PE uniforms: \$7.50 shirt, \$7.50 shorts or \$15 for shirt & shorts.

Shoes

Students are required to wear shoes at all times. No shower shoes, bedroom shoes, or shoes with heels higher than two inches.

Headgear

No hats, caps, hood, toboggans, visors, combs, or brushes are to be worn in the building. Students will be asked to remove any headgear that is causing a distraction in the classroom or the building.

Jewelry

No jewelry with inappropriate symbols or that could pose a health or safety hazard to either the student or the other students in his/her presence.

Exceptions

New or transferring students shall be given a reasonable time, as approved by the school administration, to obtain proper uniforms, not to exceed 5 school calendar days. Student shall be allowed to participate in religious expressions to the extent they currently are allowed to do so under the Religious Freedom Restoration Act. This policy shall not violate any other law or statute.

Hardship

Upon request and documented need, West Iredell Middle School will assist parents/guardians in obtaining items outlined in dress code for students. Please contact one of the school counselors.

Non-compliance

Any student violating the dress code will be asked to change the inappropriate clothing. Should the student have repeated violations of the dress code, parents will be notified and asked to help correct the situation. Repeated violations or refusal to change may result in disciplinary action up to and including OSS.

ENROLLMENT/WITHDRAWAL/CUSTODY

To enroll a new student at West Iredell Middle School a parent/guardian must provide the following documentation: Immunization Records, Birth Certificate, Custody Papers, proof of residency, and Two (2) Emergency Telephone Numbers.

Change of address or phone number

If at any time during the school year a student moves to a different address in the county, the change must be reported to the main office. Proof of residency will be required (utility bill.) A change in telephone number must be reported. Please provide updated parent contact information as it occurs.

Withdrawal from school

In order for all necessary records to be completed, parents are requested to contact the main office two days prior to the date of withdrawal, stating their intention. Students are required to turn in all books the last day in attendance at school. A withdrawn form should be completed and signed by the parent/guardian of the student.

Child custody

West Iredell Middle School utilizes the following procedures concerning child custody. Any questions concerning documents need to be directed to the main office.

1. In case one parent asks that the children not be allowed to leave the school with the other parent, a custody paper restraining order, or some other legal document should be in the child's permanent record at school.
2. Legal opinion states that either parent has equal rights to the child unless one of the above-mentioned legal documents have been issued.
3. In the event that a parent says they have such a document at home, it becomes most imperative that the document or notarized copy be brought in within a short period of time to be included in the child's school records.

FIELD TRIPS

Students must have signed, written permission slips on file from parents/guardians and teacher/administration approval, before being allowed to go on any field trips. Students must be in good academic standing, consistently follow the Pride Expectations, and not have excessive discipline issues to be eligible to attend field trips. All school fees will need to be paid in full prior to a student's participation on a field trip. The use or possession of any tobacco or smoking related products by parents and/or chaperones on school property or on/and during any field trip where West Iredell Middle School students are present is PROHIBITED. Volunteers/Chaperones must have a background check on file before supervising or going on a trip with students.

GENERAL INFORMATION

Insurance

School insurance is available for students who may not have adequate family insurance plans. If interested, please contact the main office.

Student records

Student records are governed and controlled by adopted policy to comply with provisions of the "Family Educational Rights and Privacy Act of 1974" (20 U.S.C. 1232g) and the regulations of Departments of Education and Health and Human Services. Student records are accessible to parents upon request.

Guidance

Guidance services are available for every student in the school. These services include help with school planning, interpretation of test scores, career and occupational information, group guidance, study organization, help with home, school and or social concerns or any question the student may feel he/she would like to discuss with the counselor. If you need to talk to your counselor, ask your teacher to notify them, the counselor will call for you as soon as possible.

Extra-curricular activities

During the school year WIMS students are offered the opportunity to participate in clubs, teams, groups, and various other activities. The purpose of these programs is to provide additional opportunities for students to expand their academic or civic interests beyond the regularly scheduled classroom opportunities.

Lost and found

Students who find lost articles are asked to take them to the school office. Lost articles that are not claimed within a reasonable time will be given to charitable organizations.

Transportation

Students must ride the bus that they are assigned to by transportation coordinator at the school. Notify office of any address changes so transportation can correspond to new address (this process may take up to 5 days.) Students are not allowed to ride a bus they are not assigned to under any circumstances.

IN-SCHOOL SUSPENSION (ISS)

While in ISS, students will be given written assignments made by their teachers. Students will not be allowed to go on their hallway the day of suspension; therefore, they should take all books home and bring them to the ISS classroom. Students who misbehave will be given an out-of-school suspension for insubordination. **NO use of electronic devices are allowed when assigned ISS.**

LOCKERS

Lockers are provided for the convenience of students. Students will be assigned a locker at the beginning of school. No changing or sharing of lockers is permitted. Each student is responsible for the contents of his/her locker. For protection, no student should give his/her combination to another student, nor should he/she allow another student to keep anything in his/her locker.

The use of a locker is a privilege granted to the students. Teachers may revoke this privilege if the locker or locker usage is abused. Students may use lockers during designated times only. Lockers are to be kept neat and clean at all times. Students should never enter another student's locker. Lockers are the property of West Iredell Middle School and the principal or designee, by law, has the authority to examine the contents of any locker located on the school property when they have a sufficient reason to believe the contents of the locker may include elements which:

- 1) present an immediate threat to the health, safety and welfare of others;
- 2) are illegal to possess
- 3) would contribute to the disruption of the normal education process
- 4) have been reported lost or stolen

School authorities may conduct periodic general inspections of lockers for any reason, at any time. Students have a right to be present at the time of the examination under the situations listed above.

Lockers should remain closed and locked during the day to protect personal property. West Iredell Middle is not responsible for any lost or stolen items as a result of an unsecured locker.

MACBOOK, TECHNOLOGY, NETWORK AND INTERNET USE AGREEMENT

Use of computers, laptops (including the MacBook Air) and other technology as a learning/teaching tool is a privilege. Every student will receive a copy of the Acceptable Use Policy for Technology, which must be signed by the student and parent and returned to school before the student can use any school computer.

Technology Misuse and Consequences

- | | |
|----------|--|
| Level 1: | Use of computer at undesignated times; Use of apps (Mail, Messages, FaceTime, etc.) or being on sites not instructed to be on; printing unnecessarily; changing computer settings; removing/moving keys.
<i>Consequence: verbal warning, ASD or ISS depending on severity</i> |
| Level 2: | Use of proxys, apps, or other URL to circumvent security; looking at inappropriate sites (examples - pornography, drug, terrorist, or gang sites).
<i>Consequence: ISS or OSS 1-5 days depending on severity.</i> |
| Level 3: | Stealing equipment; damaging or vandalizing equipment; intentional interference, use, or accessing other student's files or individual laptop in any way.
<i>Consequence: OSS 3 days minimum with parent conference and payment for repair (if applicable).</i> |

Damage to any computer equipment could result in permanent suspension of your computer privileges. Repair costs will be charged to the student. Failure to pay damage fees or repair costs will result in placement on No Activity List.

Our goal in providing this service to students and teachers is to promote educational excellence in schools by facilitating resource sharing, innovation and communication. Iredell-Statesville Schools has taken precautions to restrict access to controversial materials. However, it is impossible to control all materials and an industrious user may uncover controversial information. Iredell-Statesville Schools currently is using a software package to provide Internet filtering.

MacBook Air Laptop and Backpack

Students will be assigned a MacBook Air 11” laptop for use at school and at home. **Students will also be required to purchase their own backpack that is designed to carry a laptop.** Students are to follow all of the WIMS and I-SS Technology Expectations. The backpacks can be used to carry all necessary school supplies. Students will return the laptops at the end of each school year and will receive the SAME laptop at the beginning of the next school year. All personal and school items should be saved on a flash drive or an online drive (ie – Google Drive) prior to students turning in the laptop at the end of the school year.

Technology Fees

A \$50 Technology Usage Fee will be collected per student for the 2016-2017 school year. This fee can be paid at the school and online through the school website. The technology usage fee is charged to all Iredell-Statesville Schools 6th grade – 12th grade students and will assist with the sustainability of the devices. This includes limited accidental damages, upgrades, repairs, maintenance and any other district identified ongoing-costs to implement or support the device program. This does NOT cover intentional damage, neglect, abuse, improper care, loss or theft of the device.

Replacement Costs/Damage Costs

Students and parents will be responsible for repair or replacement costs that occur as a result of misuse or improper care of the laptop. Fees will be determined by Iredell Statesville Schools Technology Department. All damages or issues should be reported to the school immediately. Only Iredell-Statesville Schools Technology Department employees are authorized to repair the laptops.

Insurance

IT IS HIGHLY RECOMMENDED and encouraged that parents purchase the provided insurance for the laptop. This insurance will cover ALL costs for damaged laptops and chargers. STOLEN laptops or charges will only be covered with appropriate police report information.

Laptop Protection & Damage Prevention

All laptops must be properly stored and used in accordance with the district guidelines, Acceptable Use Policy and laptop terms and agreement. Each student will be purchase backpack with a padded computer compartment for storing and transporting the laptop.

- Always use your backpack to carry or transport your laptop using both shoulder straps
- Do not over pack your backpack

Laptop Care

- Do not leave your laptop plugged-in during electrical storms, power surges or during power outages
- Do not eat or drink while using the laptop, or have food or drinks in close proximity to the laptop
- Do not allow pets or small children near your laptop
- Do not place the laptop on the floor, near table/desk edges, or in sitting areas such as couches or chairs
- Do not carry the laptop with the lid open. Do not carry the laptop by the display or screen.
- Do not close the lid with objects on the keyboard thus damaging the screen/laptop
- Do not leave the laptop outside or use near water, such as a pool
- Do not put stickers, adhesive items or skins on laptops or backpacks
- Do not use screen wipes or chemicals to clean screens; only microfiber cloths are permitted.
- Do not allow anyone who is not an I-SS employee to repair the laptop
- Do not remove serial numbers or any tags placed on laptops or backpacks

Laptop Security

- **Do not share usernames or passwords with anyone**, except for parents/guardians, who should have access to your current username or password at all times
- **Do not loan your laptop or charger to anyone**
- Do not leave laptops in plain view in vehicles when they are not occupied (athletic events, shopping centers, etc.) and do not leave your laptop or backpack in a car overnight or unattended
- Theft or loss of the device off campus shall require a police report. If theft or loss occurs on campus, notify your teacher or other staff member immediately.

Proper Use

- Students must follow all policies and procedures for the use of the laptops
- Violations of policy may result in loss of use of the laptop, disciplinary action or other consequence.
- Students are to use the devices for academic projects and for approved school-related use.
- Students are responsible for all non-approved or improper use that takes place on his/her assigned laptop.

The laptop and power cord are the property of I-SS. I-SS reserves the right to assign laptop damage or replacement costs for any lost or damaged laptops or power cords.

West Iredell Middle School



Student Expectations for MacBook

- Laptops should be transported in backpack with a padded computer compartment.
- Laptops should remain in backpack at all times when not in use.
- Laptop screens should be closed if being moved from one place to another in the classroom.
- Laptops should *NOT* be used on the buses or in the car rider lines and should remain in the backpack during these times.
- Laptops should *NOT* be taken on any field trips or even brought to school on these days.
- Students are expected to bring the laptop and a backpack to school *DAILY*.
- Students should not loan their laptop or charger for any reason.
- It is the student's responsibility to make sure the laptop is charged every night.
- The laptop and charger are both property of the Iredell-Statesville Schools and are issued for student use.
- Neither laptops nor chargers should be "personalized" by stickers, markers, or any other items that are non-removable.
- Students are encouraged to utilize a case for the laptop and may personalize the case if they choose to do. Personalization can only be made to the case they purchase and not the laptop.
- The MacBook is an instructional tool, so **no games or apps are permitted** unless directed by the teacher for instructional purposes.
- Students and parents should read and follow the I-SS IMPACT Technology Usage Fee Information Sheet.

MEALS (Breakfast and Lunch)

Breakfast and lunch are served each day for a reasonable price. **No charged meals will be issued at WIMS unless authorized by a school administrator.** Students are expected to be responsible for lunch money. Students are to be responsible for the cleanliness of their place at the table. No food may be taken from the cafeteria. Eat your own food.

2016-2017 School Year Meal Prices:

Breakfast	\$1.35	Lunch	\$2.65
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**Prices are for full meal. There is an additional cost for students who purchase additional items that not included in the breakfast or lunch meal.*

Free/reduced lunch applications are available. Families are encouraged to apply, if they feel that they may qualify for these services. If you need to limit or restrict food items, please contact Child Nutrition at 704-838-1012.

Breakfast is served daily beginning at 7:45am. Students who eat breakfast must remain in the cafeteria until their assigned grade level is dismissed to go to 1st period (see Bell Schedule).

Students will have approximately 25 minutes to eat lunch.

MEDICAL

If a student becomes ill at school, has an accident or other emergency, he/she should report to the office/nurse. Under no circumstances is the student to make arrangements to leave school without the proper permission from the nurse/office or principal. Every effort will be made to contact the parent if a health emergency exists. If a parent cannot be reached, emergency contacts provided by the parent/guardian will be used.. The parent should notify these people that their names appear on the form and provide the people named with written permission to start medical treatment if necessary.

Administering medication

If a prescribed medication is to be administered to a student while attending school, these requirements must be strictly followed.

1. Written instructions by the physician must be on file and the parent must send a permission slip requesting the medication be given, the amount to be given, and the time the medication is to be given.
2. All medication prescribed must be kept in the original container with the pharmacy label, name and address of patient, name and strength of the drug, the amount to be dispensed, directions for proper use and the name of the prescribing doctor. Pharmacies will generally provide a duplicate container upon request.
3. If a prescribed medication is to be given a special medication form is required and must be completed by both the physician and the parent. This form is available at the school. The medication must be updated if changes are made in the medication, and this must be renewed at the start of each year.
4. There will be no standing order for medications. This includes prescription as well as over the counter medications, such as aspirin, Tylenol, cough syrup, antacid, etc. A written order by a physician is needed for over the counter medications. Over the counter medication must be sent to the school in its original container, labeled with the student’s name, and be accompanied by a note from the physician as to time and amount the medicine is to be given. Guidelines for distribution of medicine must be discussed with the school nurse.

If these guidelines are not met, medication will not be given at school.

Treatment and Transportation

The school system employs one part-time nurse to provide required student testing and emergency treatment of students. The school is not responsible for the cost of transportation to the hospital or for the costs of treatment at the hospital should that be necessary. Students will only be transported with permission from parent or in a life-threatening situation.

Immunization

Whenever a student enrolls in any Iredell-Statesville School, the parents must furnish a written statement of the student’s immunizations, accompanied by a physician’s certificate or other documentation of testing history. This requirement applies to all students unless such documents are already on file with the school corporation. This requirement may be enforced by suspension or expulsion from school.


NO ACTIVITY LIST

If a student is placed on the ‘No Activity List’ they will not be allowed to attend or participate in any extra-curricular activity (sports, dances, clubs, etc) or any school or grade level reward programs (pep rallies, block parties, Palooza, etc) until they are removed from the list.

Students failing 2 or more subjects, an assignment of 3 or more days of ISS, an assignment of OSS, failure to pay fees (Technology Usage Fee, damage fees, cafeteria fees, etc) in a timely manner (prior to past due date), or failure to pick up your student from an after school event in a timely manner during the 9 weeks grading period, will be placed on the ‘No Activity List.’

PRIDE SCHOOL WIDE EXPECTATIONS

West Iredell Middle is a positive behavior support school. Because of this, students are taught expectations for behavior in all areas of the school. This includes classroom, hallway, bathroom, cafeteria, assemblies, on buses and car rider line. After being taught these expectations students are expected to abide by the PRIDE EXPECTATIONS throughout the year.



WEST IREDELL
MIDDLE SCHOOL

2016-2017

MUSTANG PRIDE EXPECTATIONS

Setting Expectations	Classroom	Hallway	Restroom	Cafeteria	Assembly	Bus	Gym
P articipate	- Arrive on time - Be prepared - Ask questions as needed	- Keep to the right - Use inside voice	- Wait your turn - Return to class promptly	- Walk to the line - Use inside voice - Keep the line moving	- Sit quietly - Look for the Attention Signal - Listen for directions	- Follow drivers hand signals - Walk as you dismiss - Listen for announcements	- Dress out - Be ready to go - Listen for directions
R espect	- Follow directions - Treat others like you want to be treated	- Keep hands and feet to self	- Clean up after yourself - Refrain from horseplay	- Stay in a single file line - Keep your place in line - Clean up after yourself	- Listen to all presenters without talking	- Use inside voice and appropriate language	- Take care of equipment
I ntegrity	- Take care of property - Do your own work	- Use only your locker - Remain in your area	- Put away electronics - Be considerate of privacy	- Take only what you pay for - Stay in your assigned area	- Be considerate of personal space	- Sit in your assigned seat	- Use good sportsmanship
D riven	- Stay on task	- Keep moving	- Flush, wash with soap, and place towels in trash	- Check your area at departure	- Refrain from distractions	- Keep all body parts inside bus	- Help each other improve on skills
E xcel	- Stay positive - Do your best	- Return to class promptly	- Return to class promptly - Report messes and shortages	- Return orderly and quietly	- Exit orderly and quietly	- Load and unload in a safe manner	- Work towards your personal best

Students who consistently abide by the PRIDE expectations have the opportunity to earn “Horse-shoes” as well as other rewards throughout the school year. These may include but are not limited to participation in dances, Block Parties, and the Palooza Event at the end of the school year.

SAFETY/SCHOOL CLOSINGS

School closings

It may be necessary for the school to close or have delayed opening during the school year due to inclement weather. Radio and television stations will broadcast school delays and closing information. A Connect-ed phone call will also be sent upon the decision for delay or no school and the information will be posted on the Iredell-Statesville Schools website.

Delay schedules

Two Hour Delay Schedule: Doors will open at 9:30am. Classes will begin at 10:15am
 Three Hour Delay Schedule: Doors will open at 10:30am. Classes will begin at 11:15am

Drills

Fire drills are practiced every month, lockdown drills are conducted at least twice per year, and tornado drills are practiced at least once per year during the school day. It is important to practice these emergency procedures in order to be prepared for an unfortunate event.

School Access

School access is available from the main door. Office staff will buzz in visitors and your reason for the visit will be requested. All visitors must wear a name tag to indicate that you have checked in at the office. ID may be required when coming on campus or signing out a student.

School Resource Officer

A school resource officer is on campus. His main job is to maintain safety for students, staff, and parents while on our campus. The officer is encouraged to visit classrooms all throughout the day and will teach the GREAT (Gang Resistance Educations And Training) program to 6th graders.

SCHOOL DISCIPLINARY PROCEDURES

All of the adult employees of West Iredell Middle School have certain responsibilities to the school. In order to carry out these responsibilities, they have the authority to correct students when the need arises. If an adult employee corrects any student, whether the employee is faculty, clerical, cafeteria, custodial or substitute, the student is expected to abide by such correction. All staff members respect students, and students are to treat all staff with respect.

- All students will be subject to the regulations and disciplinary procedures outlined by the Iredell-Statesville Board of Education Policy. These policies are on the ISS web site.
- No student behavior will be tolerated which is so disruptive that it infringes upon the rights of other students to receive an education.
- No student behavior will be tolerated which threatens the safety and welfare of other students.

Any conduct that causes substantial disruption or interference with any school function or activity and/or interferes with the health, safety, and well-being and rights of others is prohibited and will be dealt with at the discretion of the school administration.

Major offenses may result in suspension from school up to ten (10) school days and/or expulsion from school for the term:

- Substantial disruption of school- this could occur as a result of cyber bullying and/or online postings.
- Arson, damage or destruction of school property or personal property
- Bullying of any type
- Assault or intimidation of a school employee
- Fighting, intimidating, initiating racial slurs, and/or assaulting a student or other person.
- Possession of weapons, dangerous objects and explosives
- Refusal to permit a pat down or a metal detector check by school official
- Refusal to remove an object from the student's person when told to do so by an administrator, pursuant to the metal detector search policy
- Failure at any time to follow the check and search procedure
- Any act which is a felony under North Carolina law
- Theft, larceny or vandalism of school or private property of any value
- Repeated or habitual violations of school rules
- The sale, use, possession, or distribution of over-the-counter medicine, prescription medicine, illegal drugs and/or alcohol.
- Sexual harassment (physical)

Minor offenses may result in a parent conference, student conference, lunch detention, ASD, ISS, or OSS up to ten (10) days. These violations will be handled on a cumulative basis. Minor offenses are:

- Insubordination and disrespect to any staff member
- Obscenity and vulgarity, including obscene gestures spoken, drawn, or written.
- Any behavior which may endanger the health and safety of others
- Opening the emergency door on a school bus
- Excessive tardiness
- Horseplay, disagreements, or fighting
- Smoking or using tobacco products
- Loitering in cars or buses during school hours
- Improper and/or repeated dress/uniform policy violations
- Inappropriate social behavior and inappropriate touching
- Gambling
- Disruption in the classroom or on the school grounds
- Unauthorized presence on the school grounds
- Failure to attend assigned classes/cutting class/out of area
- Disregard for school policies
- Leaving classes or school without properly checking out
- Failure to accept reasonable punishment by school officials
- Student use of electronic devices such as cell phones, cameras, ipods, etc. during the instructional day or at school events without permission of WIMS staff.
- Acts that shock the social conscience
- Sexual harassment (verbal)
- Instigating, discussing, promoting, videoing, or watching a fight.
- Videoing any event without the consent of WIMS staff.
- Calling 911 when there is not an emergency
- Sparklers and poppers
- Any act that is considered a misdemeanor under North Carolina law and which is not included above

All school rules apply to each student when on the bus and while at their bus stop.

Appeals for suspension in excess of ten (10) days must be made in writing to the school principal. If the student is not satisfied with the recommendation of the principal, the student may make a written appeal to the Superintendent within five days of the initial date of suspension. The levels of appeal are:

- To the principal
- To the superintendent
- To the Board of Education

Students who have been suspended or excluded from any school in the Iredell-Statesville Schools may not be on any Iredell-Statesville Schools campus or attend any paid or free event sponsored by the individual school or the school system during the length of the suspension or expulsion.

VISITORS/PARENTS ON CAMPUS

Parents and visitors are always welcome! For the safety of all children, all visitors must report to the office upon arrival at school. If you wish to visit an area in the building, you must sign-in and request a visitor's hall pass. Visitor's passes must be worn at all times while in the building or on school grounds.

VOLUNTEERS

West Iredell Middle School recognizes the importance of a strong volunteer program. We are in need of more volunteers, especially to work with our students and teachers. Parents who have special talents, hobbies, or vocational skills are asked to volunteer their time helping to enrich our curriculum. Please contact the office if you would be willing to share your time with students. Please sign on our Visitor Computer in the main office when you come in to volunteer your time. This enables us to have a record of total volunteer hours for the year.