

Northside Middle School



Student Handbook 2024 - 2025

Gary E. Stone, Principal
Mandy Lloyd, Assistant Principal
Kristen Hopkins, Assistant Principal

"Best is the Standard"

Principal's Letter

July 24, 2024

Dear Parents and Students,

The faculty and staff of Northside Middle School welcome you and look forward to working with you and your child this year. We expect the 2024-2025 school year to be a year filled with excitement and opportunities for learning. We encourage all students at Northside to take full advantage of the academic and extracurricular opportunities that are offered.

Our focus is inspiring excellence and supporting student success. The purpose of this handbook is to make available information pertaining to Northside Middle School's rules, policies, programs, and procedures.

The expectation is that each Northside Middle School student will review this handbook so that they are aware of the policies, procedures, and possible consequences of actions. We encourage parents to review the handbook with their children as well. Our district Student Rights and Responsibilities document can be found on our school website, as well as the Greenwood District 50 website. This document should also be reviewed by parents and students.

Finally, we look forward to and encourage parental involvement. We want to develop a productive educational partnership where the child is truly the primary beneficiary; your support is essential for student success. We look forward to a great school year!

Sincerely,

Gary E. Stone

Gary E. Stone, Principal

Table of Contents

| | |
|--|-------------------------------|
| Leadership Team | <u>Pg. 3</u> |
| Mission Statement, Vision & Beliefs | <u>Pg. 4</u> |
| Calendar | <u>Pg. 5</u> |
| Bell Schedule | <u>Pg. 6</u> |
| General Information | |
| ID Badges & Supervision | <u>Pg. 6</u> |
| Attendance & Tardies | <u>Pg. 7</u> |
| ID Violations and Dress Code | <u>Pg. 8</u> |
| Grade Reports & Homework | <u>Pg. 8</u> |
| Cafeteria, Media Center, Guidance | <u>Pg. 9</u> |
| Hallways | <u>Pg. 9</u> |
| Clubs | <u>Pg. 10</u> |
| Early Closing of School | <u>Pg. 10</u> |
| Personal Property, Lost & Found | <u>Pg. 10</u> |
| Parent Involvement | <u>Pg. 10</u> |
| Electronic Devices | <u>Pg. 10</u> |
| Telephone Usage | <u>Pg. 11</u> |
| Medication Guidelines | <u>Pg. 11</u> |
| Discipline | <u>Pg. 12</u> |
| Athletics | <u>Pg. 12</u> |
| Withdrawing from Northside Middle | <u>Pg. 13</u> |

School Leadership Team

| | | |
|---|------------------------------------|--------------------------|
| Principal | | Gary E. Stone |
| Assistant Principal | 6th Grade 7th Grade A-M | Kristen Hopkins |
| Assistant Principal | 7th Grade N-Z 8th Grade | Mandy Lloyd |
| Career Development Facilitator | All grades | Kelly Glanton |
| School Counselors | 6th Grade | Beth Justesen |
| | 7th Grade and 8th Grade | Jennifer Lindler |
| School Resource Officer | | David Pendergrass |
| Student Support Facilitator | | Connie Dalton |
| School Psychologist | | Anita Eaton |
| Media Specialist | | Michele Bates |
| <i>All teachers' names and email addresses can be found on the Northside webpage.</i> | | |



Mission Statement

“The mission of Northside Middle School is to ensure that all learners achieve personal success through an atmosphere of respect, responsibility, readiness, and accountability.”

Vision

“To empower today’s students for tomorrow’s opportunities.”

Beliefs

- **Children are our greatest resource and are to be valued.**
- **All students can learn.**
- **All students’ basic needs should be met daily so they are ready to learn.**
- **All students deserve equal access to quality educational opportunities.**
- **The unique and diverse needs of the individual should be met.**
- **Everyone deserves respect, encouragement, and a safe, non-disruptive environment.**
- **Learning is a lifelong process which improves the quality of life.**
- **Education is the responsibility of students, family, and school and requires the support of the entire community.**

2024-2025 Northside Calendar

| | |
|-------------------|--|
| July 24 | Students Return to School |
| July 30 & Aug 1 | Fall MAP Testing |
| August 16 | Teacher Inservice Day (No School for Students) |
| September 2 | Labor Day – No School |
| TBA | Medical Magnet Showcase/Fair |
| September 26 | End of First Quarter |
| October 1 & 2 | Remediation Days |
| October 7-11 | Intersession (No school) |
| November 5th | Election Day (No School) |
| November 27-29 | Thanksgiving Holidays – No School |
| Dec. 3rd and 5th | Winter MAP Testing |
| December 18 | ½ Day Dismissal / End of Second Quarter |
| December 19-20 | Remediation Days |
| December 23-Jan.2 | Winter Break (No School) |
| January 3 | Inservice (No Students) / Inclement weather makeup day |
| January 6 | Students Return |
| January 20 | Dr. Martin Luther King Jr. Holiday – No School |
| February 17 | Inservice (No Students) / Inclement weather makeup day |
| March 11 | End of Third Quarter |
| March 18-19 | Intersession |
| March 24-28 | Spring Break (offices and schools closed) |
| April 8th and 9th | Spring MAP Testing |
| April 18 | Good Friday (Schools closed) |
| May 8th | SC Ready - Writing |
| May 13th | SC Ready - Reading |
| May 15th | SC Ready - Math |
| May 20th | SC Ready - Science (6th grade only) |
| May 22nd | Algebra 1 End of Course Test |
| May 26 | Memorial Day (No School) |
| May 28 | ½ Day Dismissal |
| May 29 | ½ Day Dismissal (Last Day for Students) |
| May 30 | Inservice (No Students) / Inclement weather makeup day |
| June 2-3 | Inservice (No Students) |

Bell Schedule

| All Grades | | | | | | | |
|--|------------|-----------|-------------|-----------|-------------|-----------|-------------|
| Period | Time | | | | | | |
| 1 | 8:05-9:12 | 6th Grade | | 7th Grade | | 8th Grade | |
| 2 | 9:16-10:18 | Period | Time | Period | Time | Period | Time |
| | | 3 | 10:22-11:24 | 3 | 10:22-10:53 | 3 | 10:22-11:24 |
| | | | | Lunch | 10:55-11:25 | | |
| | | Lunch | 11:28-11:58 | 3 | 11:27-11:58 | 4 | 11:28-12:30 |
| | | 4 | 12:02-1:04 | 4 | 12:02-1:04 | Lunch | 12:34-1:04 |
| 5 | 1:08-2:10 | | | | | | |
| 6 | 2:14-3:20 | | | | | | |
| 1st & 6th Periods have extra time built-in for announcements | | | | | | | |
| 6th & 7th Grades will eat with their 3rd period class | | | | | | | |
| 8th Grade will eat with their 4th period class | | | | | | | |

****This can be amended in the future if deemed necessary.**

GENERAL INFORMATION

ID BADGE PROCEDURES

All students and employees must wear a current-year ID badge during school. ID badges must be worn around the neck on the provided lanyard. If the ID badge is lost or forgotten, a temporary ID badge must be purchased in the Commons in the morning for \$1.00. Students will be charged this amount if they do not have it. If a student enters first period without an ID, the teacher will send the student's name to the media center to have a temporary ID made and sent to the classroom. These students will be required to sit for lunch detention. Students entering tardy without an ID should get one from the front office when they sign in. **Students will not be allowed to enter a classroom without wearing an ID.**

Students who deface an ID badge will be required to purchase a new ID badge. A defaced ID badge is any badge on which the picture, ID#, year, barcode or status has been changed, altered, or obstructed. Any student who wears another student's ID badge will be punished according to the *Student's Rights and Responsibilities* handbook. Students are to wear only one badge which must be for the current year.

SUPERVISION

Every effort is made to provide the best supervision possible for Northside students and to provide safety and well being for all young people. In order to maintain safety for all students, any male/female staff member is authorized to enter and intervene in any area where there is potential conflict and/or danger. This specifically includes bathrooms and locker rooms.

Parents can help by:

- Dropping off car-riders between 7:30-7:50 a.m. Under no circumstances should students be dropped off before 7:30 a.m. **The school cannot assume responsibility for the supervision of students who are brought to the school campus before school hours.**
- Picking up a car rider by 3:45 p.m. **Under no circumstances should students remain at school after 3:45p.m.** The school cannot assume responsibility for the supervision of students who are not picked up on time. No car-riders are to be dropped off or picked up on Newcastle Road or any other side entries of the school. Car riders can ONLY be picked up or dropped off in the car line.
- Parents of car riders must supervise younger children while they are waiting in the car line. They should not be allowed in the grassy area between the car line and visitor parking. They should not throw objects or be in the visitor parking area at any time.

ATTENDANCE

It is extremely important for each student to be in school every day that school is in session. Students are expected to make up missed work regardless of whether the absence is excused or unexcused.

The district perfect attendance policy requires a student to be present every day and not accumulate more than a total of 4 early dismissals or tardies within a school year.

Middle school students must not have more than ten (10) lawful and/or unlawful absences. If a student misses three consecutive days or accumulates five total absences, the student support facilitator will contact the parent to sign an attendance contract. The purpose of this contract is to identify the reasons for absences and identify ways to improve attendance patterns. The principal may render judgment for days absent up to five (5) days beyond the state maximum of ten (10) days. All absences in excess of fifteen (15) days may result in retention at the current grade level.

TARDIES

Tardy is defined as **not being physically in the classroom by the 8:05 bell.** Students who are tardy to homeroom must get a pass from the guidance office before being allowed to enter class. Students who do not arrive at school or class on time miss a very important part of their instruction. It is extremely important that students are on time for class. All classes begin at 8:05 a.m. The PowerSchool clerk will handle tardies to school/first period. If students are consistently late, the following policy will be followed:

Northside Middle School Tardy Policy and Consequences

| Offense | Consequence (per semester) |
|-----------|---------------------------------------|
| 1st-Tardy | Student Conference and Parent Contact |
| 2nd Tardy | Lunch Detention |
| 3rd Tardy | Lunch Detention |
| 4th Tardy | After school detention |

****Will be reset at the end of each nine weeks**

ID Violations:

ID's are a necessary component of student identification and student safety. Students who are without an ID will be given a temporary ID and charged \$1 for each ID violation. If students are consistently without an ID, the following policy will be followed:

Northside Middle School ID Policy and Consequences

| Offense | Consequence (per semester) |
|------------------|---|
| 1st | Student Conference and Parent Contact |
| 2nd - 3rd | Detention |
| 4th | In School Suspension |
| 5th | Additional Disciplinary Action (OSS for each ID violation past 5.) |

****Will be reset at the end of each nine weeks.**

DRESS CODE

Students do their best work when they come to school neat, clean, and appropriately dressed. The following guidelines have been established for Northside students:

1. Clothing that depicts alcohol, illegal substances, tobacco products, weapons, racial slurs or epithets, sexual suggestion/insinuation or inappropriate language is prohibited.
2. Shower shoes, pajamas, bedroom shoes, beachwear, tank tops, halter tops, midriff tops, or any garment made of see-through material are not permitted. Tops that are low cut and show cleavage are prohibited. Tops must have straps that are a width of at least two 2 inches.
3. Physical education clothing is to be worn only during scheduled PE classes.
4. Students may not wear sunglasses inside the building.
5. Facial piercings and tongue piercings are discouraged due to safety concerns. Students are discouraged from wearing accessories or clothing that would pose a safety threat to themselves or interfere with the educational process. This includes heavy chains, wallet chains, fish hooks, multi-finger rings, studded bracelets or collars, tongue rings, nose/lip hoops, nose/lip to ear chains, etc.
6. Hats, caps, bonnetts, hoods, or other head coverings (sweat bands, bandanas, scarves, etc.) are not to be worn inside the building. Administration reserves the right to identify any additional items.
7. Shorts or skirts must be no shorter than mid-thigh length.
8. Pants are to be worn at the waist level.
9. Holes or tears in clothing which show undergarments are not permitted, no skin can be shown above mid-thigh.
10. Sheer, tight or see through shorts and leggings are not allowed unless a top is worn over them to mid thigh.
- 11. Biker shorts and bodysuits are not allowed.**

If a student refuses to change into appropriate clothing or parents cannot be reached, the student will be sent to In School Suspension. Administration reserves the right to decide what is appropriate for school.

GRADE REPORTS

Report cards are sent home each semester. Parents are encouraged to study the report card carefully and to schedule conferences with teachers to discuss their child's progress. The grading scale as adopted by the Board of Trustees is as follows:

A = 90 – 100 B = 80 - 89 C = 70 -79 D = 69 - 60 F = 59 and below

We encourage parents to visit our guidance office and get a password to access the Parent Portal. This will allow you to monitor grades on a daily basis.

HOMEWORK

The purpose of homework is to provide the students with the opportunity to extend learning outside of the classroom. Students have homework daily in their core classes. The amount of homework will vary by grade level, but should be no more than 90 minutes per night. Teachers post homework assignments on their websites. Parents can help by providing a time, place, and quiet atmosphere for the completion of homework assignments.

CAFETERIA

The school breakfast and lunch programs are free for all students. Extra items, such as cookies and chips are available for students to purchase. There is a form available from the cafeteria that you may sign if you do not want your child to be allowed to purchase extra items. Breakfast is served until 7:50 every morning, late buses can pick up a to-go breakfast at the bus entrance if necessary.

MEDIA CENTER

The media center opens at 8:00 a.m. daily. Books can be checked out for two weeks and must be returned to be renewed. Fines will be collected for lost or damaged books. Reference materials, books and magazines are available for use in the media center.

GUIDANCE

Guidance services are provided as part of the total school program. The guidance counselors work with students, parents, and teachers to help them have the best school experience possible. The counselors work with students individually, in small groups, and in the classroom. Students can refer themselves to the counselors, or parents or teachers can refer them. We encourage students to talk with counselors about problems with peers, academic or personal/social issues.

HALLWAYS

Students should walk on the right side of the hallway. Students should walk, not run, in the halls and under the covered walkways. To be in the hall during regular classes, a student must have a pass issued by the teacher in charge of the student at that time. Students will sign in and out when they leave classrooms. This includes trips to the restroom, library, office, or any other place than the room to which the student is assigned. No student should visit the hall of another grade level without a pass from a Northside employee.

CLUBS

There are many clubs and activities at Northside in which students are encouraged to participate. Students should be involved in as many activities as possible during their middle school years. Clubs may include:

Beta Club Fellowship of Christian Athletes

Student Counce Models Academy

Failure to pick up students on time from after school activities may result in the student not being able to attend after-school events.

EARLY CLOSING OF SCHOOL

Due to inclement weather, it may become necessary to dismiss students early. Families need to plan and make arrangements regarding where their children should go and what to do in case school is dismissed early. Parents should listen to the radio and TV and/or check the district website for information on delayed openings and/or school closings. Parents should not call the school. Telephone lines need to be kept open for emergency messages. Parents may call 941-5511 for school closing information.

PERSONAL PROPERTY

Lockers will not be provided this school year. Students are now allowed to carry bookbags. Large sums of money may not be brought to school. ***The school does not accept liability for property that is damaged or stolen.***

LOST AND FOUND

Parents are encouraged to label coats, sweaters, and other belongings with the student's name. Students should inquire in the front office about lost articles. Items remaining at the end of each semester will be given to charity.

PARENT INVOLVEMENT

Northside is fortunate to have an excellent parent-teacher organization, which provides many benefits to the school. Parents are encouraged to become actively involved in the PTO. Information about PTO will be sent home by students.

Conferences between parents and teachers provide an excellent opportunity for students' progress to be discussed in detail. Parents or teachers may request a conference to share knowledge about the student or to gain a better understanding of his/her needs. Parent-teacher conferences and classroom visits should be arranged in advance. Parents should call a counselor or email a teacher to arrange a conference.

ELECTRONIC DEVICES

Each student has received a Chromebook to use for instructional purposes. Please refer to the Chromebook rollout link on the district's webpage. Please spend time reviewing the expectations with your child. Northside students cannot use cell phones or other electronic devices without a teacher's permission. Using the devices for non-instructional purposes or inappropriate activities will result in disciplinary actions. Inappropriate activities include playing games during class, communicating with others

or using them for any other unauthorized activity. The disciplinary action will include confiscation of the device.

- Parents can pick up confiscated devices after school on the first and second offenses.
- Devices will be confiscated for the remainder of the school year and privileges will also be revoked on the third offense.
- Any student who fails to surrender the device will receive consequences according to the Student's Rights and Responsibilities handbook.
- Videoing fights or other inappropriate behavior will be classified as misconduct/fighting and will result in OSS per student rights and responsibilities.

The school does not accept liability for electronic devices that are damaged or stolen. In addition, the school will not spend excessive time investigating or searching for personal electronic devices as stated in the Student Rights and Responsibilities Handbook.

TELEPHONE USAGE

Students may use a Northside phone to call parents for emergencies during the day. Please make sure that students are aware of transportation arrangements for getting home before they leave for school each day. **Cell phones may not be used by students to call or text parents during school hours.**

MEDICATION GUIDELINES

Parents are requested to help keep the school informed of any medication their child may be taking. If their child needs to take medication at school, they should note the following:

- All medication, both prescription and over the counter (Tylenol, Motrin, etc.) must be in the properly labeled original container. Directions on the label must be consistent with how the medication is to be given at school. No medication will be given without parents' written permission. A "Permission for Medication" form (available from the school nurse) must be on file in the nurse's office for a child to receive medication at school.
- Prescription medications, like antibiotics, that are to be taken 1, 2, or 3 times daily should be taken at home. These can be taken before school, after school, and at bedtime.
- Children are not allowed to keep medications with them. Parents should bring to the nurse's office a completed permission form and provide proper storage of medications. If parents have questions, they should contact the school nurse.

DISCIPLINE

A Positive Behavior Intervention System (PBIS) is in place at Northside Middle School. It is important that students understand that acceptable standards of behavior are expected at all times. Disciplinary consequences will be administered when any individual's actions interfere with the rights of students to learn and teachers to teach.

STUDENTS ARE REMINDED THAT ANY TEACHER OR STAFF MEMBER AT NORTHSIDE HAS THE RIGHT AND RESPONSIBILITY TO CORRECT AND/OR REPRIMAND ANY STUDENT AT ANY PLACE AND AT ANY TIME.

Daily discipline is handled by classroom teachers and teams at each grade level. Referrals to administrators for discipline will be dealt with in accordance with The Student's Rights and Responsibilities. Parents can help a great deal by adding their support to this overall plan for good discipline.

ATHLETICS

Students are encouraged to participate in the athletic programs available at Northside. The following sports are available for 7th and 8th grade students: football, boys & girls basketball, volleyball, boys & girls soccer, and cheerleading. Athletics at the middle school level are governed by the SC High School League. Eligibility requirements:

1. Birth certificates must be submitted to the athletic director.
2. Age - A student who becomes 15 years of age prior to July 1, 2024, will not be able to compete on an 8th grade and under team in any athletic activity during the 2024-25 school year. A student who becomes too old for a 7th and 8th grade team may be considered as enrolled in the 9th grade for eligibility purposes. Parent permission and physical examination forms are required to be kept on file at the school. A physical examination is valid from April 1 through the following year.
3. Academic requirements - Students promoted to the 7th and 8th grades by academic promotion are considered eligible for 1st semester sports. Students in the 7th and 8th grades must meet the district's promotion requirements at the end of the 1st semester to be eligible for the 2nd semester.
4. Students in the 7th and 8th grades have the opportunity to **try out** for high school volleyball, basketball and soccer.

Transfers - A transfer student will have immediate eligibility at the new school provided he/she transfers under one on the following circumstances and provided he/she was eligible to represent the school from which he/she transferred:

1. The student and his/her parents or legally appointed guardian have a bona fide change of residence from the attendance area of the former school into the attendance area of the new school.
2. The student transfers from a non-member school to a member school.
3. The student's parents or legal guardian of one year must live in the attendance area of the member school.
4. The student cannot have participated in the sport in which he/she wishes to be certified during the current school year at the school from which he/she is being transferred.
5. The student must have been enrolled in the non-member school for at least 45 days prior to transferring.

6. A student whose parents legally separate and establish residency in different areas has the option of establishing eligibility with either parent.

Withdrawing from Northside Middle

In order for a student to withdraw from Northside Middle School, the parent/guardian must come into the Guidance Department to complete the required forms prior to the student's withdrawal. It is the student's responsibility to return books to the library or front office, return school issued chromebook to Mrs. Bates or office administration, pay all fees and fines to Mrs. Abbey Sears, and clear all obligations due to the school during the student's last full day of attendance and before he/she can be released.