

INDEPENDENCE MIDDLE SCHOOL

A Place Where:

**Dreams
Are
Born**

**Caring
Is
Shown**

**Leaders
Are
Grown**

RESPECT AND RESPONSIBILITY RULE!!

**Student Handbook
2017-2018**

Independence Middle School

P. O. Box 155 – 100 Blue Devil Dr.

Independence, VA 24348

(276)773-3020

Principal: Jamey Hale

"Every child, every opportunity, every day"

Dear Parents and Students,

Welcome to what we believe will be another outstanding year here at IMS. I hope everyone has had a very relaxing and enjoyable summer break. Each school year brings new and exciting changes to our IMS school family.

While SOL's can be quite taxing on all of us, they do however offer vital feedback as to what each student has learned from the year's instruction. Each SOL test measures a given bit of information that must be understood before a student can confidently move on to the next grade level. We must keep our students up to speed each year on the required standards or risk having them fall behind and losing confidence in their abilities.

Throughout the summer we have been analyzing previous year data from testing to help us know what individualized interventions each child may need for the upcoming school year. This will help us insure that each child is ready to hit the floor running when the school year begins.

We strive for success every day here at IMS. We strive to have each child take pride in their work and put their best foot forward in all situations. In order to ensure student and school success we need your support and help as the year progresses. We must work together to ensure that your son or daughter has a great educational experience.

Please don't hesitate to call or come by when my staff and I can be of assistance to you. My staff and I all look forward to working with your child and helping them reach their own unique potential.

Sincerely,

Wm. Jamey Hale

2017-2018 School Calendar

Grayson County Public Schools



July 2017						
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	24	25	26	27	28	29
30	31					

August 2017						
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	24	25
26	27	28	29	30	31	

September 2017						
S	M	T	W	T	F	S
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

October 2017						
S	M	T	W	T	F	S
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8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November 2017						
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	24	25
26	27	28	29	30		

December 2017						
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
24	25	26	27	28	29	30
31						

January 2018						
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	24	25	26	27
28	29	30	31			

February 2018						
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	24
25	26	27	28			

March 2018						
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	24
25	26	27	28	29	30	31

April 2018						
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	24	25	26	27	28
29	30					

May 2018						
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	24	25	26
27	28	29	30	31		

June 2018						
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
24	25	26	27	28	29	30

Aug 1	New Teacher Orientation
Aug 3	Convocation/Professional Development
Aug 2 - 9	In-Service Teacher Workdays
Aug 7	Open House 2:00 - 6:30
Aug 10	First Day of School for Students
Sept 4	Labor Day - Schools Closed
Sept 12	Mid-Term Progress Report
Sept 14	Parent Teacher Conferences/ 3:30 - 6:30 1/2 Teacher Workday
Oct 12	End of 1st 9wk Grading Period
Oct 13	Teacher Workday - Schools Closed
Oct 19	Report Cards Issued
Nov 7	Election Day - Schools Closed
Nov 14	Mid-Term Progress Report
Nov 16	Parent Teacher Conferences/ 3:30 - 6:30 1/2 Teacher Workday
Nov 22 - 24	Thanksgiving Holiday - Schools Closed
Dec 21	End of 1st Semester Schools Dismiss at 1:00
Dec 22 - Jan 3	Christmas Break
Jan 3	Teacher Workday - Schools Closed
Jan 4	Schools Reopen
Jan 10	Report Cards Issued
Feb 5	Mid-Term Progress Report
Feb 7	Parent Teacher Conferences/ 3:30 - 6:30 1/2 Teacher Workday
Mar 7	End of 3rd 9 wk Grading Period
Mar 8	Teacher Workday - Schools Closed
Mar 14	Report Cards Issued
Mar 30 -	Spring Break
Apr 2	Guaranteed Schools Closed
Apr 12	Mid-Term Progress Report
Apr 16	Parent Teacher Conferences/ 3:30 - 6:30 1/2 Teacher Workday
May 14	Last Day of School End of 2nd Semester Dismiss at 1:00
May 15	Teacher Workday
May 16	Teacher Workday
Dates are subject to change due to inclement weather.	

Report Cards Issued	
1st Nine Weeks - October 19	
2nd Nine Weeks - January 10	
3rd Nine Weeks - March 14	
4th Nine Weeks - May 14	

Workdays Required	
13 Scheduled Teacher Workdays	
3 Principal Discretion Flex Days	
2 Principal Discretion PD (12 hours)	
2 Technology Days (12 hours)	

Mid Term Progress Reports	
September 12	
November 14	
February 5	
April 12	

	Report Cards Issued		Scheduled Teacher In-Service Days - Schools Closed
	Schools Closed/Holidays		Semester Opening/Last Day of School
	Mid-Term Progress Reports		Parent/Teacher Conferences 3:30 - 6:30 (1/2 TW)
	End of 9wk Grading Period		

**Independence Middle School
Administrative Staff
2017-2018**

Jamey Hale

Principal

Peggy Billings

Administrative Secretary

Clint McCain

Guidance Counselor
School Testing Coordinator

Vernon Landreth

School Resource Officer

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Section 1A: Daily Schedules & General Procedures

BEFORE SCHOOL REGULATIONS

Students should not be in the building or on campus before 7:45 a.m. Upon arrival to school, all students will report to the middle school gym. Students who need to eat breakfast will walk up to the cafeteria at 7:55 with a staff member from the gym. Students arriving after 8:00 may report directly to the cafeteria. Students will then report to the middle school gym after eating breakfast. **Once students have arrived on campus, they are not allowed to leave unless they are being checked out by a parent or guardian, or have permission from the principal or designee.**

At 8:20 a.m., the 8th grade staff will release students from the gym to report to their lockers, use the restroom and make their way to first block class. At this time, all teachers will be at their classroom doors and monitoring the hallways. First bell to begin school will ring at 8:23 a.m.

MORNING DROP OFF PROCEDURE

Students being driven to school may be dropped off no earlier than 7:45 a.m. We cannot be responsible for students who arrive before that time.

Parents bringing their child to the school campus should keep to the right around the student parking lot and unload at the walkway in front of the auditorium. Please do not drop off students at the IMS circle, as this tends to block the flow of traffic.

AFTERNOON BUS DISMISSAL/PARENT PICKUP

Parents picking up students in the afternoon before 3:15 will need to come to the office to sign out students. If someone else checks out a student, they must have a note signed by a parent/guardian along with a telephone number where the parent may be reached for confirmation.

Walkers/Riders will be released after the 1st bell buses have cleared the campus parking lot (sometime after 3:25 pm). Students will be escorted to the rail for parent pickup. If it is raining or snowing, students will remain in front of the middle school under cover to be picked up.

BEGINNING OF SCHOOL DAY

Each school day will begin with a moment of silence and the Pledge of Allegiance and any morning announcements.

MOMENT OF SILENCE

In order that the right of every pupil to the free exercise of religion be guaranteed within the schools and that the freedom of each individual pupil be subject to the least possible pressure from the commonwealth either to engage in, or to refrain from, religious observation on school grounds, the school board of each school division shall establish the daily observance of one minute of silence in each classroom of the division. During such

period of silence, the teacher responsible for the classroom shall take care that all pupils remain seated and silent and make no distracting display to the end that each pupil may, in the exercise of his or her individual choice, meditate, pray, or engage in any other silent activity which does not interfere with, distract, or impede other pupils in the like exercise of individual choice. Code of VA 22.1-203. Students who fail to comply with this policy will be disciplined.

PLEDGE OF ALLEGIANCE

Students are to stand and recite the pledge while facing the flag with the right hand over the heart or in an appropriate salute if in uniform. No student, however, can be compelled to recite the pledge if he, his parent, or guardian objects on religious, philosophical, or other grounds to participating in this exercise. Students who are exempt are to remain quietly standing or sitting at their desks while others recite the pledge and are to make no display that disrupts or distracts others who are reciting the pledge. Code of VA 22.1-202.

Students who fail to comply with this policy will be disciplined in accordance with the Student Code of Conduct.

8th GRADE AND HIGH SCHOOL DAILY BELL SCHEDULE

Dismissal from Gym	8:20
First Bell.....	8:23
First Block.....	8:27-10:00
Class Change.....	10:00-10:05
Second Block.....	10:05-11:35
Class Change.....	11:35-11:40
Third Block with Lunch	11:40-1:40
First High School Lunch	11:35-12:05
Middle School Lunch	12:05-12:35
Second High School Lunch	12:40-1:10
Third High School Lunch	1:10-1:40
Class Change.....	1:40-1:45
Fourth Block	1:45-3:15

ONE HOUR DELAY

In the event of a delayed opening because of inclement weather, an abbreviated A.M. schedule as shown below will be used. All students are to report to First Block when arriving late because of a delayed opening.

Dismissal from Gym	9:15
First Bell.....	9:23
First Block.....	9:23-10:20
Second Block.....	10:25-11:35
Regular Schedule.....	11:40-3:15

TWO HOUR DELAY

Dismissal from Gym	10:15
First Bell.....	10:23
First Block.....	10:27-11:10
Second Block.....	11:15-12:00
Third Block with Lunch	12:05-2:05
First High School Lunch	12:05-12:35
Middle School Lunch	12:35-1:05
Second High School Lunch	1:05-1:35
Third High School Lunch	1:35-2:05
Fourth Block	2:10-3:15

EARLY DISMISSAL SCHEDULE

Dismissal from Gym	8:15
First Block.....	8:23-9:15
Second Block.....	9:20-10:15
Third Block with Lunch	10:15 - 12:15
First High School Lunch	10:15-10:45
Alternative Ed Lunch	11:05
Second High School Lunch	10:45-11:15
Third High School Lunch	11:45-12:15
Middle School Lunch	12:25-12:55
Fourth Block	12:20-1:00
DISMISS	1:00

LUNCH PRICES

Middle School full price breakfast \$1.10

Middle School full price lunch \$2.15; milk \$.50 per carton

All reduced prices remain the same: Breakfast \$0.30 and Lunch \$0.40

Cafeteria Bills must be paid on a regular basis. Please make sure accounts are clear at the end of each month.

CHECK-IN PROCEDURE

All students checking in late to school must report to the Main Office immediately upon arrival to campus to obtain an Admit Slip. Students must be signed in by a parent/guardian or provide a doctor's note or a signed note from a parent/guardian, **with a valid phone number.**

CHECK-OUT PROCEDURE

Students checking out must bring a note, **signed by a parent or guardian and with a valid phone number,** to the Bus Room or the Main Office that morning before 8:20 a.m. These notes will be verified by a call to the parents or guardians. Checkouts will not be allowed unless notes can be verified. Parents, guardians, or designees who wish to pick up a child at the school, must report to the main office to sign the student out. **No designee or emergency contact will be allowed to check students out of school without parent contact to the school. Check-out procedures apply to all students, regardless of age. Students will not be allowed to check out for lunch.**

BUS NOTES

Students requesting bus notes must bring a note, **signed by a parent or guardian and with a valid phone number,** to the Bus Room or Main Office that morning. **All bus notes must include the correct bus number(s).** All bus notes will be verified by a call to parents or guardians. Additionally a student's destination will not be changed once that student is on the bus.

VISITORS

All visitors must report directly to the Main Office and obtain a visitor's pass to be worn while on school grounds. These passes must be turned in to the office upon signing out. Any items brought to students (i.e., gym clothes, shoes, money) will be kept in the Main Office and students will be allowed to pick these items up between classes. In cases of emergencies, messages will be delivered through the Main Office. Frequent disruptions to class time interfere seriously with the students' instructional time and the operation of the school.

Students are not allowed to have visitors with them during the school day. No visitors are allowed to eat with students in the cafeteria. Visitors are not permitted to bring food to students for lunch or at any time during the school day.

Please see the Grayson County Public Schools Policy Manual located at <http://www.grayson.k12.va.us> for full policy description regarding School Visitors.

SIGNS, ANNOUNCEMENTS and ADVERTISEMENTS

All signs, posters, announcements or advertisements that are to be displayed anywhere on school property must be approved by the principal or designee and must be removed promptly at the conclusion of the event. No advertisements (notices, announcements) may be placed in the school building or on the school grounds for out-of-school activities without permission of the principal or designee.

COMMUNICATION WITH PARENTS

School Messenger

Throughout the school year, IMS sends automated messages to students and parents/guardians relating to a variety of important matters such as student attendance, school closing or delays and school-related activities. It is important that IMS is notified of any changes to students' phone numbers, due to the fact that this system updates daily, so that these important messages are received.

Emergency School Closings

Every effort is made to announce school closing by 6:00 a.m. However, a borderline case might possibly come later than 6:00 a.m. This possibility is somewhat rare.

Announcements Will Be Made On:

WBRF – Galax	WXII Channel 12 – Winston Salem
WOLD – Marion	WDBJ Channel 7 – Roanoke
WXLX – Roanoke	WLSL Channel 10 – Roanoke
WMEV – Marion	WCBY Channel 5 – Public Radio
WKSK – West Jefferson	WVTF Public Radio – Roanoke
WWWJ – Galax	

Announcements will be posted to the Grayson County Public Schools website and the School Messenger Instant Alert System will also be utilized to attempt phone contact with parents/guardians. If announcements are not made, schools will continue on schedule. Students and personnel should refrain from making telephone calls to the School Board Office, the bus garage, the schools, or the radio and television stations. In case of unexpected school closing, such as water or heating problems, all students should know where they are to go if parents are working or not home.

Web Page

Grayson County Public Schools website is: <http://www.grayson.k12.va.us>

DRILLS

FIRE DRILLS

Fire drills are required by state fire regulations for the protection of students in case of an emergency. Each room in the school has posted directions for evacuation of the building during a fire drill.

1. At the fire alarm, all students will stand until ordered to leave the room.
2. Designated students will close all windows in the classroom.
3. Students will walk in single file to the designated exit.
4. Two students will be assigned to assist physically handicapped students.
5. The teacher will assure each student is out of the room and shut the classroom door when leaving.
6. Do not enter the building when the fire alarm stops sounding. No one returns to the building until you receive a command from administration or designee.

TORNADO DRILLS

IMS Faculty and students participate in a statewide tornado drill during Tornado Preparedness Month (March) as mandated by the Governor of Virginia.

EVACUATION/CRISIS DRILL

IMS Faculty and students will participate in evacuation drills and lock-down drills periodically throughout the school year.

BOMB THREATS

Students shall not engage in any illegal conduct involving firebombs, explosive or incendiary materials or devices or hoax explosive devices or chemical bombs as defined by the Code of Virginia. Moreover, students shall not make any threats or false threats to bomb school personnel or school property.

BULLYING

A student, either individually or as a part of a group, shall not bully others either in person or by the use of any communication technology including computer systems, telephones, pagers, or instant messaging systems. Prohibited conduct includes, but is not limited to, physical, verbal, or written intimidation, taunting, name-calling, and insults and any combination of prohibited activities.

"Bullying" means any aggressive and unwanted behavior that is intended to harm, intimidate, or humiliate the victim; involves a real or perceived power imbalance between the aggressor or aggressors and victim; and is repeated over time or causes severe emotional trauma. "Bullying" includes cyber bullying. "Bullying" does not include ordinary teasing, horseplay, argument or peer conflict.

CHILD ABUSE/HARASSMENT

Any student who suspects they are being abused should immediately contact the principal, assistant principal, or guidance counselor. Abuse/harassment is any inappropriate touching, contact or comments by another person. Any staff member who suspects that a student is being abused is obligated by law to contact an administrator.

DEFIANCE OF THE AUTHORITY OF SCHOOL PERSONNEL

Students shall comply with any oral or written instructions made by school personnel within the scope of their authority as provided by Board policies and regulations.

HARASSMENT

The Grayson County School Board is committed to maintaining an educational environment and workplace that is free from harassment. In accordance with law, the Board prohibits harassment against students, employees, or others on the basis of sex, gender, race, color, national origin, disability, religion, ancestry, age, marital status, genetic information or any other characteristic protected by law and based on a belief that such characteristic exists at school or any school sponsored activity.

A student shall not harass another student or any school employee, volunteer, student teacher or any other person present in school facilities or at school functions.

Harassment based on sex consists of unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct or other verbal or physical conduct or communication, which may include the use of cell phones or the internet.

Harassment based on race, national origin, disability or religion consists of physical or verbal conduct, which may include use of cell phones or the internet, relating to an individual's race, national origin, disability or religion.

The following persons have been designated to handle inquiries regarding the harassment policies:

Susie Funk, Director of Student Learning
P. O. Box 888
Independence, VA 24348
(276) 773-2832
sfunk@grayson.k12.va.us

Doug Lawson, Special Education Supervisor
P. O. Box 888
Independence, VA 24348
(276) 773-2832
dlawson@grayson.k12.va.us

Please see the Grayson County Public Schools' Policy Manual located at <http://www.grayson.k12.va.us> for full policy description.

DISCRIMINATION

The Grayson County School Board does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following persons have been designated to handle inquiries regarding the non-discrimination policies:

Susie Funk, Director of Student Learning
P. O. Box 888
Independence, VA 24348
(276) 773-2832
sfunk@grayson.k12.va.us

Doug Lawson, Special Education Supervisor
P. O. Box 888
Independence, VA 24348
(276) 773-2832
dlawson@grayson.k12.va.us

Please see the Grayson County Public Schools' Policy Manual located at <http://www.grayson.k12.va.us> for full policy description.

For further information on notice of non-discrimination, visit <http://wdcrobcolp01.ed.gov/CFAPPS/OCR/contactus.cfm> for the address and phone number of the office that serves your area, or call 1-800-421-3481.

ADMINISTERING MEDICINES TO STUDENTS

Medications Prescribed for Individual Students

Employees of Grayson County School Board may give medication prescribed for individual students only pursuant to the written order of a physician, physician assistant, or nurse practitioner and with written permission from the student's parent or guardian. Such medicine must be in the original container and delivered to the principal, school nurse, or school division designee by the parent or guardian of the student.

Nonprescription Medications

Employees of Grayson County School Board may give nonprescription medication to students only with the written permission of the parent or guardian. Such permission shall include the name of the medication, the required dosage of the medication, and the time the medicine is to be given. Such medicine must be in the original container and delivered to the principal, school nurse, or school division designee by the parent or guardian of the student.

Self-Care and Self-Administration of Medication

Each enrolled student who is diagnosed with diabetes, with parental consent and written approval from the prescriber, is permitted to

- carry with him and use supplies, including a reasonable and appropriate short-term supply of carbohydrates, an insulin pump, and equipment for immediate treatment of high and low blood glucose levels, and
- self-check his own blood glucose levels on school buses, on school property, and at school-sponsored activities.

Students may be permitted to carry and self-administer other medications when the following conditions are met:

- Written parental permission for self-administration of specified non-prescription medication is on file with the school.
- The non-prescription medication is in the original container and appropriately labeled with the manufacturer's directions.
- The student's name is affixed to the container.
- The student possesses only the amount of non-prescription medicine needed for one school day/activity.

Sharing, borrowing, distributing, manufacturing or selling any medication is prohibited. Permission to self-administer non-prescription medication may be revoked if the student violates this policy and the student may be subject to disciplinary action in accordance with the Standards of Student Conduct.

Self-Administration of Asthma Medications and Auto-Injectable Epinephrine

Students with a diagnosis of asthma or anaphylaxis, or both, are permitted to possess and self-administer inhaled asthma medications or auto-injectable epinephrine, or both, as the case may be, in accordance with this policy during the school day, at school-sponsored activities, or while on a school bus or other school property. A student may possess and self-administer asthma medication, or auto-injectable epinephrine, or both, when the following conditions are met:

- Written parental consent that the student may self-administer inhaled asthma medications or auto-injectable epinephrine, or both, is on file with the school.
- Written notice from the student's health care provider is on file with the school, indicating the identity of the student, stating the diagnosis of asthma or anaphylaxis, or both, and approving self-administration of inhaled asthma medications or auto-injectable epinephrine, or both, that have been prescribed for the student; specifying the name and dosage of the medication, the frequency in which it is to be administered and the circumstances which may warrant its use; and attesting to the student's demonstrated ability to safely and effectively self-administer the medication.
- An individualized health care plan is prepared, including emergency procedures for any life-threatening conditions.
- There is a consultation with the student's parent before any limitations or restrictions are imposed on a student's possession and self-administration of inhaled asthma medications and auto-injectable epinephrine, and before the permission to possess and self-administer inhaled asthma medications and auto-injectable epinephrine at any point during the school year is revoked.
- Self-administration of inhaled asthma medications and auto-injectable epinephrine is consistent with the purposes of the Virginia School Health Guidelines and the Guidelines for Specialized Health Care Procedure Manual, which are jointly issued by the Virginia Department of Education and the Virginia Department of Health.
- Information regarding the health condition of the student may be disclosed to school board employees in accordance with state and federal law governing the disclosure of information contained in student scholastic records.

Permission granted to a student to possess and self-administer asthma medications or auto-injectable epinephrine, or both, will be effective for a period of 365 calendar days, and must be renewed annually. However, a student's right to possess and self-administer inhaled asthma medication or auto-injectable epinephrine, or both, may

be limited or revoked after appropriate school personnel consult with the student's parents.

Epinephrine

Pursuant to an order or standing protocol issued by the prescriber within the course of his professional practice, any school nurse, School Board employee, employee of a local appropriating body or employee of a local health department who is authorized by a prescriber and trained in the administration of epinephrine may possess epinephrine and administer it to any student believed to be having an anaphylactic reaction.

SCHOOL NURSE

A school nurse is available to assist in medical emergencies. Students needing to see a nurse must report to the main office. Permission from their present teacher is required before reporting to the office. Upon return from the nurse, students should report back to the appropriate class.

SCHOOL HEALTH SERVICES

Several registered nurses provide health care for Grayson County Students. The School Health Office is located in the Grayson County School Health Services Clinic, which adjoins the GCHS Campus. Services include screening, staff training, development of health care plans for students with special health needs, special education health services, preventative and primary health care, records review, health education, and wellness promotion. You may access the School Health Office at 276-773-2906.

ACCIDENT/ILLNESS NOTIFICATION

In case of emergency, the school will first notify the student's parents or guardians. If they cannot be reached, the emergency phone number will be called. Emergency numbers should be given on the registration form. Please be sure to notify the people whose numbers you give your school to use in case of emergency. Please also notify your school whenever a telephone number changes.

PROTECTIVE EYE DEVICES

Pupils shall wear protective eye devices in those areas required by law and in areas that may be considered dangerous by the principal and division superintendent.

VISITING TEACHER/SCHOOL SOCIAL WORKER

The visiting teacher/school social worker is a practice specialty that provides unique services to students, families, and communities in order to help students receive maximum benefits from the school program. Students are the primary focus of the educational process and are viewed by the visiting teacher/school social worker in relation to the family, school, neighborhood, and community. This individual contributes knowledge of and concern for the wide range of social, emotional, cultural, and economic differences among children, families, and communities and is experienced and trained to deal with students through parent contact, counseling students, or consulting with school personnel.

VENDING MACHINES

The vending machines are turned off during breakfast and during lunch.

Operation Schedule for Drink/Snack Machines	ON:	8:30 a.m. - 11:30 a.m.
		1:40 p.m. - 6:00 a.m.
	OFF:	6:00 a.m. - 8:30 a.m.
		11:30 a.m. - 1:40 p.m.

GLASS BOTTLES

Drinks in glass containers are forbidden on school property.

Section 1B: Positive Behavioral Intervention & Support Program and Expectations

STUDENT CONDUCT/DISCIPLINE

Refer to the Grayson County Public Schools' Student Code of Conduct.

Integrity

Motivation

Success



Independence Middle School's
Positive Behavioral Interventions and Supports Plan

What is PBIS?

Positive Behavioral Interventions and Supports is a pro-active process to develop a learning environment where students and teachers feel appreciated, safe, and respected. Reinforcers are used to assist faculty/staff in focusing on positive aspects of student behavior and to assist students in making the right choice.

Criteria for End of Grading Period Activities

- Attendance- No more than 1 unexcused day absent (3 unexcused check-ins/ unexcused check- outs = 1 absence)
 - Must have at least a “C” in all core classes for the nine weeks
 - No out-of-school suspensions
 - No office referral resulting in in-school suspension, after-school detention, or bus removal
 - Student record is cleared at the beginning of each nine weeks.
- * Remember an excused absence is a parent note (up to 5 for the **year**), doctor’s excuse, death in the family, or summons to court.

End of Year Reward Celebration A Field Day

Students who have followed IMS’s PBIS plan throughout the 2017-20178 school year will be eligible to attend an end of the year celebration of a Field Day!!!!

Criteria to go to Reward Celebration

- **Attendance** – No more than 6 unexcused days absent per year.
* Remember: 3 unexcused check-ins and/or unexcused check-outs= 1 absence.
 - **Academics** – Must maintain a “C” average in all classes.
 - **Behavior**- No more than 1 day out-of-school suspension or no more than 2 infractions resulting in in-school suspension, after- school detention, or bus removal.
(Transfer students will be considered on a case-by-case basis.)
- * Remember an excused absence is a parent note (up to 5 for the **year**), doctor’s excuse, death in the family, or summons to court.

Independence Middle School

Expectations

I-Integrity

M- Motivation

S-Success

On the Bus

Integrity-

I show integrity when:

I respect the driver by staying seated

I am courteous

I talk quietly

I report to the bus stop on time

Motivation-

I am motivated when:

I keep the bus clean

I inform the driver of a problem

I submit my bus note when I arrive in the morning

Success-

I am successful when:

I load and unload the bus properly

I am conflict free

Independence Middle School

Expectations

I- Integrity

M- Motivation

S- Success

In the Library

Integrity-

I show integrity when:

I come to the library with permission

I am respectful of others

Motivation-

I am motivated when:

I only use the computer to locate books
on my own or for researching an
assigned topic

I look for books that interest me

I ask for help when I need it

Success-

I am successful when:

I come to the library quietly

I check out my books at the circulation
desk

I place chairs and materials back in their
proper place before leaving the library

I bring my books back when they are due

Independence Middle School

Expectations

I- Integrity

M- Motivation

S- Success

Auditorium

Integrity-

I show integrity when:

I enter and exit quietly

I sit in my assigned area

Motivation-

I am motivated when:

I sit with my feet on the floor

I listen to the presenter

I refrain from talking

Success-

I am successful when:

I applaud appropriately

I concentrate on the presentation

Independence Middle School

Expectations

I- Integrity

M- Motivation

S - Success

Cafeteria

Integrity-

I show integrity when:

I only take water from the cafeteria

I use my indoor voice and refrain from
horseplay

Motivation-

I am motivated when:

I only leave my seat with permission

I sit at my assigned table

Success-

I am successful when:

I keep my hands, feet and lunch to myself

I leave my table clean upon dismissal

Independence Middle School

Expectations

I- Integrity

M- Motivation

S- Success

In the Gym

Integrity-

I show integrity when:

I respect each person's privacy

I follow staff directions

I play fairly

Motivation-

I am motivated when:

I always do my best

I contribute positively in class

I dress out for physical education

Success-

I am successful when:

I participate in all activities

I remain in assigned area

I keep myself and others safe

**I use equipment properly and return it
to the appropriate place**

Independence Middle School

Expectations

- I- Integrity
 - M- Motivation
 - S- Success
-

In the Computer Lab

Integrity- I show integrity when:

I follow safe Internet practices and rules

I handle all computer equipment carefully and
keep my work area neat

I wait for teacher instruction before accessing
anything on my computer in the lab

Motivation- I am motivated when:

I am on time and complete all assignments to
the best of my ability

I follow directions and stay on task

I raise my hand and wait to be recognized
before speaking

Success- I am successful when:

I demonstrate respect for my co-workers and
exhibit a positive work ethic

I am self-motivated, honest, and reliable

Independence Middle School

Expectations

I- Integrity

M- Motivation

S- Success

Restroom

Integrity-

I show integrity when:

I respect other people's privacy

I respect school property

Motivation-

I am motivated when:

I use good manners

I follow proper hand washing procedures

I inform staff when restroom supplies are needed

Success-

I am successful when:

I leave the restroom clean

I go and return to designated area quickly and quietly

Independence Middle School

Expectations

I- Integrity

M- Motivation

S- Success

Hallway

Integrity-

I show integrity when:

I help keep these areas clean

I remember to walk on the right side

I keep my hands to myself

Motivation-

I am motivated when:

I arrive on time for class

I keep my locker organized

I am careful on the stairs

Success-

I am successful when:

I gather all my materials and report
directly to class

I follow correct procedures

Independence Middle School

Expectations

I- Integrity

M- Motivation

S- Success

Bus Room

Integrity-

I show integrity when:

I enter and exit quietly

I sit in my assigned area

I ask permission before leaving the gym

Motivation-

I am motivated when:

I keep the bus room clean

I follow all bus room procedures

Success-

I am successful when:

I keep my hands, feet and objects to myself

I remove my hat before entering the building

I refrain from eating, drinking or chewing gum

BEHAVIOR INFRACTIONS

LEVEL I- CLASSROOM TEACHER

1. Improper bathroom behavior
2. Lack of class materials
3. Not paying attention
4. Arguing/not cooperating
5. Not keeping hands, feet, or objects to oneself
6. Disruptive behavior- (excessive talking/annoying classmates)
7. Not following classroom procedures
8. Lying
9. Cheating
10. Horseplay
11. Refusal to work
12. Dress Code
13. Abusive or inappropriate language

LEVEL II- ACCOUNTABILITY SPECIALIST/

ADMINISTRATION

1. Destruction of school property
2. Physical assault/fighting
3. Blatant defiance/disrespect
4. Weapons/dangerous instruments

5. Tobacco/lighters/alcohol/drugs
6. Throwing objects with intention to harm
7. Profanity directed at others
8. Stealing
9. Cellphones- texting, ringing, etc.
10. Forging notes
11. Sexual harassment
12. Bullying/threats
13. Public display of affection

CONSEQUENCES FOR INFRACTIONS

1. Warning
2. Silent Lunch (1 day) with parent contact
3. Silent Lunch (2days) with parent contact
4. Silent Lunch (3 days) with parent contact
5. Silent Lunch (4 days) with parent contact
6. Referral to office

*Parent contact will be through one of the following: daily planner, email, phone call, or in person.

TERM:

9 WEEKS- Clean slate at the beginning of each new grading period with rewards

TEACHER INTERVENTION FOR INFRACTIONS:

1. Remind students of expectations
2. Conference with student
3. Silent Lunch (max 4 days per infraction)
4. Conference with guidance
5. Parent/Teacher contact
6. Office referral
7. Behavior plan

DIRECTIONS FOR 6 INFRACTIONS:

When the student accumulates 6 infractions from any category, the conduct form is attached to a disciplinary referral form and the forms are sent to the office. The student will be called by administration

**TEACHERS SHOULD ALWAYS USE THEIR BEST
JUDGMENT**

TRANSPORTATION

Forty-five school buses travel regular home-to-school routes each school day to provide transportation for students in all areas of the county. Information about bus routes and bus numbers should be directed to individual school principals. Bus rules and regulations, which are vital to the safe transportation of students, are distributed during school business days or the first day of class. Parents are asked to read these carefully, sign the form, and return the completed form to the school office. Requests for any change in a student's normal bus routine must be written, dated, and signed by the student's parent or guardian and presented to the school principal for consideration. To enhance safe pupil transportation, each bus is equipped with an audio and video surveillance system, which allows monitoring of students and driver. Emergency evacuation drills are practiced twice during the school year. All buses are equipped with a two-way radio communication system.

Activity buses provide transportation for secondary students participating in school-related activities scheduled after regular school hours. Designated stops for school buses are generally assigned to central locations in the county.

SCHOOL BUS BEHAVIOR/BUS-RELATED OFFENSES

Students shall not behave in a disruptive manner or otherwise violate these Standards of Conduct while waiting for a school bus, while on a school bus or after being discharged from a school bus. **Riding the bus is a privilege that can be lost if the student's conduct is detrimental to the safety of other people on the bus.** The following rules relate to behavior on school buses and any vehicle used to transport students:

1. The bus driver can assign seats to students.
2. Keep head, hands, and feet inside the bus at all times.
3. No tobacco is allowed on the bus.
4. Do not eat or drink on the bus.
5. Do not be destructive.
6. Do not use profane language.
7. Cooperate with the driver in keeping the bus clean.
8. Students are to stay in their seats.

School Authority

Pupils shall be under the jurisdiction of the Grayson County School Board and its agents while in school, when going to and from school on school transportation, and when on school-sponsored field trips and athletic events.

School board employees are responsible for the general welfare and care of students under their jurisdiction.

CAFETERIA CONDUCT

Breakfast and lunch will be served to students each day school is in session. All students are encouraged to eat each day. Free and reduced priced meals are available to certain students who qualify under state and federal school lunch programs. Application forms are available in the main office and must be renewed annually.

1. Throwing food or other items will not be tolerated.
2. After eating lunch, all students must remove all trash from the table.

3. No student is to break the lunch line.
4. Students are not to be out of the cafeteria without administrative permission. This means a student is not to be in any other room during lunch unless approved by an administrator.
5. **All food items must be consumed in the cafeteria. This includes slushies.**
6. Students are not allowed to order lunch and have it delivered to school.
7. No food is to be brought into the gym in the morning or into the classrooms after lunch.

OTHER CONDUCT

In addition to these specific standards, students shall not engage in any conduct which materially or substantially disrupts the ongoing educational process or which is otherwise a violation of federal, state or local law.

Please see the Grayson County Public Schools' Policy Manual located at <http://www.grayson.k12.va.us> for full policy description regarding Student Conduct, Standards of Student Conduct and Student Suspension/Expulsion.

TOBACCO-FREE SCHOOL CAMPUSES

Grayson County School Board recognizes that the use of tobacco products is a health, safety, and environmental hazard for students, employees, visitors, and school facilities. The Board believes that the use of tobacco products on school grounds, in school buildings and facilities, on school property or at school-related or school-sponsored events is detrimental to the health and safety of students, staff and visitors.

The Board acknowledges that adult employees and visitors serve as role models for students. The Board recognizes that it has an obligation to promote positive role models in schools and to promote a healthy learning and working environment, free from unwanted smoke and tobacco use for the students, employees, and visitors on the school campus.

Tobacco Use Prohibited

No student, staff member or school visitor is permitted to use any tobacco product at any time, including non-school hours (24/7):

- in any building, facility, or vehicle owned, leased, rented or chartered by the Grayson County Public Schools;
- on any school grounds and property – including athletic fields and parking lots – owned leased, rented or chartered by Grayson County Public Schools; or
- at any school-sponsored or school-related event on-campus or off-campus.

In addition, school district employees, school volunteers, contractors or other persons performing services on behalf of Grayson County Public Schools also are prohibited from using tobacco products at any time while on duty and in the presence of students, either on or off school grounds.

Further, no student shall be permitted to possess a tobacco product while in any school building; while on school grounds or property; or at any school-sponsored or

school-related event, or at any other time that students are under the authority of school personnel.

Tobacco products may be included in instructional or research activities in public school buildings, if the activity is conducted or supervised by the faculty member overseeing the instruction or research project, and the activity does not include smoking, chewing, or otherwise ingesting the tobacco product.

Definition of Tobacco Products and Tobacco Use

For the purposes of this policy, “tobacco product” is defined to include cigarettes, cigars, blunts, bidis, pipes, chewing tobacco, snuff, and any other items containing or reasonably resembling tobacco or tobacco products. “Tobacco use” includes smoking, chewing, dipping, or any other use of tobacco products.

Electronic Cigarettes

Students are prohibited from possessing electronic cigarettes on school buses, on school premises and at school-sponsored activities.

All other persons are prohibited from using electronic cigarettes on school premises and school vehicles.

Enforcement for Students

Consequences for students engaging in the prohibited behavior will be provided in accordance with the Student Code of Conduct. Students who violate the school districts tobacco use policy will be referred to the guidance counselor, a school nurse, or other health or counseling services for all offenses for health information, counseling and referral. Parents/guardians will be notified of all violations and actions taken by the school.

Enforcement for Staff and Visitors

Consequences for employees who violate the tobacco use policy will be in accordance with personnel policies and may include verbal warning, written reprimand, or termination. Visitors using tobacco products will be asked to refrain while on school property or leave the premises. Law enforcement officers may be contacted to escort the person off the premises or cite the person for trespassing if the person refuses to leave the school property. Forfeiture of any fee charged for admission will be enforced for visitors violating this policy.

Please see the Grayson County Public Schools’ Policy Manual located at <http://www.grayson.k12.va.us> for full policy description and other related policies.

DRUGS IN SCHOOL

I. Generally

Possession of a controlled substance, imitation controlled substance or marijuana, as defined in Va. Code § 18.2-247, or synthetic cannabinoids as defined in Va. Code § 18.2-248.1:1, on school property or at a school-sponsored activity is prohibited.

A. Expulsion

A student who is determined to have brought a controlled substance, imitation controlled substance or marijuana, or synthetic cannabinoids as defined in Va. Code § 18.2-248.1:1, onto school property or to a school-sponsored activity may be expelled in accordance with Policy JGD/JGE Student Suspension/Expulsion. The superintendent may determine, based on the facts of the particular case, that special circumstances exist and another form of discipline is appropriate. Any such disciplinary action shall be taken in accordance with Article 3 of Chapter 14 of Title 22.1 of the Code of Virginia.

B. Prevention and Intervention

Any student who violates this policy shall participate in the prevention and intervention activities identified in Grayson County school division's drug and violence prevention plan.

The School Board may require any student who is in possession of or under the influence of drugs at school or school-sponsored activities to: (1) undergo evaluation for drug abuse and (2) participate in a drug treatment program if recommended by the evaluator and if the student's parent consents.

C. Required Reporting to Parents and Local Law Enforcement

The Principal shall report a violation of this policy to parents and local law enforcement as required by Policy CLA.

II. Students with Disabilities

- A. Students with disabilities are subject to the provisions of Section I of this policy and may be disciplined to the same extent as a nondisabled student provided the manifestation review committee determines that the violation was not a manifestation of the student's disability. The provisions of Policy JGDA Disciplining Students with Disabilities will be followed in addition to the regular disciplinary procedures.
- B. Additional authority to remove a student with a disability from school for a drug violation.
 - 1. In addition to the authority granted in subsection A above, a student with a disability may be removed without parent consent and assigned to an interim alternative education program by school personnel for not more than forty-five (45) school days when the student knowingly possesses or uses illegal drugs, or sells or solicits the sale of a controlled substance, while at school, on school premises, or at a school function under the

jurisdiction of a state or local educational agency. This option is available regardless of whether a manifestation exists. The removal should not be in excess of any removal imposed on a student without a disability for the same offense.

2. For purposes of this forty-five (45) school day removal, “illegal drugs” and “controlled substance” are defined as follows:
 - a. Controlled substance means a drug or other substance identified under schedules I, II, III, IV, or V in § 202(c) of the Controlled Substances Act at 21 U.S.C. § 812(c).
 - b. Illegal drug means a controlled substance, but does not include a controlled substance that is legally possessed or used under the supervision of a licensed health-care professional or that is legally possessed or used under any other authority under the Controlled Substances Act or under any other provision of federal law.

Please see the Grayson County Public Schools’ Policy Manual located at <http://www.grayson.k12.va.us> for other related policies.

Use and/or Possession of Alcohol, Tobacco, Anabolic Steroids and Other Drugs

A student shall not possess, use, or distribute any of the restricted substances listed below on school property, on school buses or during school activities, on or off school property.

A student shall not attempt to possess, use, consume, procure and/or purchase, any of the restricted substances listed below or what is represented by or to the student to be any of the restricted substances listed below or what the student believes is any of the restricted substances listed below.

A student shall not be under the influence of any of the restricted substances listed below, regardless of whether the student’s condition amounts to legal intoxication.

Restricted substances include but are not limited to alcohol, tobacco and inhalant products, and other controlled substances defined in the Drug Control Act, Chapter 15.1 of Title 54 of the Code of Virginia, such as anabolic steroids, stimulants, depressants, hallucinogens, marijuana, imitation and look-alike drugs, drug paraphernalia and any prescription or non-prescription drug possessed in violation of School Board policy.

The School Board may require any student who has been found in possession of, or under the influence of, drugs or alcohol in violation of School Board policy to undergo evaluation for drug or alcohol abuse, or both, and, if recommended by the evaluator and with the consent of the student's parent, to participate in a treatment program.

In addition to any other consequences which may result, a student who is a member of a school athletic team will be ineligible for two school years to compete in interscholastic athletic competition if the school principal and the division

superintendent determine that the student used anabolic steroids during the training period immediately preceding or during the sport season of the athletic team, unless such steroid was prescribed by a licensed physician for a medical condition.

The laws regarding the sale, possession, and usage of drugs are clear. Appropriate penalties are provided for violators of these laws. All members of the school community are subject to these laws on school grounds as well as elsewhere. Neither persons under the influence nor thought to be under the influence of drugs will be allowed on school premises. This policy shall be strictly enforced by all concerned.

Students found in possession of, distributing, or using tobacco, alcohol or any illegal substances are subject to disciplinary action and possible criminal charges.

POSSESSION OR USE OF WEAPONS OR OTHER DANGEROUS ARTICLES

Students shall not have in their possession any type of unauthorized firearm or other article which may be used as a weapon, regardless of whether it is commonly accepted as such. (See Policy JFCD Weapons in School.)

PROFANE, OBSCENE OR ABUSIVE LANGUAGE OR CONDUCT

Students shall not use vulgar, profane or obscene language or gestures or engage in conduct that is vulgar, profane or obscene or disrupts the teaching and learning environment.

THREATS OR INTIMIDATION

Students shall not make any verbal, written, or physical threat of bodily injury or use of force directed toward another person. Students shall not use electronic technology or communication devices, such as the internet or cell phones, to intimidate or threaten for any reason.

TRESPASSING

Students shall not trespass on school property or use school facilities without proper authority or permission, or during a period of suspension or expulsion.

VANDALISM

Students shall not willfully or maliciously damage or deface any school building or other property owned or under the control of the School Board. In addition, students shall not willfully or maliciously damage or deface property belonging to or under the control of any other person at school, on a school bus or at school-sponsored events.

STUDENT DEBT

If a student does not pay his/her debts, then he/she is considered "Not In Good Standing" with the school. This will result in prohibiting the student from participating in extra-curricular activities. This includes, but is not limited to, dances, athletics, and field trips.

STUDENT FEES, FINES AND CHARGES

The School Board charges student fees and takes action to recover funds for the loss of or damage to School Board property in accordance with the state and federal law. No fee may be charged unless it has been approved by the School Board.

The School Board provides, free of charge, such textbooks as are required for courses of instruction for each child attending public schools. Consumable materials such as workbooks, writing books, and drawing books may be purchased by the School Board and either provided to students at no cost or sold to students at a retail price not to exceed seven percent added to the publisher's price. If sold, the School Board shall ensure that workbooks, writing books, and drawing books are furnished to students who are unable to afford them at a reduced price or free of charge. Fees will not be charged to students for instructional materials, textbooks, or other materials used by a School Board employee that are not directly used by a public school student.

The following fees are charged.

Science Lab Fees (6,7,8)	\$5.00
Lost or Damaged Library Books	Replacement Cost
Lost or Damaged Textbooks	Replacement Cost
Lost or Damaged Laptop belonging to Library	\$200.00 each
CATE Center Consumables Fee	\$10.00 per course
Lock Rental (If wanted)	\$1.00
Purchase of Instruments for Elective Music Courses	Varies

Fees are reduced or waived for economically disadvantaged students and students whose families are undergoing economic hardships and are financially unable to pay them, including but not limited to, families receiving unemployment benefits or public assistance, including Temporary Assistance for Needy Families (TANF), Supplemental Nutrition Assistance Program (SNAP), Supplemental Security Income (SSI) or Medicaid; foster families caring for children in foster care; and families that are homeless.

Each time a fee is charged, notice will be given that a fee waiver may be requested. The notice will include directions as to how to apply for a waiver.

This policy will be provided to parents annually and posted on the division's website.

The consequences for nonpayment of fees include exclusion from the activity related to the fee.

No student's report card, or class schedule will be withheld because of nonpayment of fees or charges. No student will be suspended or expelled for nonpayment of fees or charges.

The School Board upon recommendation of the superintendent may take action against a pupil or the pupil's parent for any actual loss, breakage, or destruction of

or failure to return property owned by or under the control of the School Board, caused or committed by such pupil in pursuit of his studies. Such action may include seeking reimbursement from a pupil or pupil's parent for any such loss, breakage, or destruction of or failure to return school property.

PUBLIC AFFECTION

Under no circumstance should there be any physical contact or display of affection between students during school hours, on buses, in the parking lot or at any school sponsored event. This includes, but is not limited to, hugging, kissing, embracing and cuddling.

STUDENT DRESS

Students are expected to dress appropriately for a K-12 educational environment. Any clothing that interferes with or disrupts the educational environment is unacceptable. Clothing with language or images that are vulgar, discriminatory, or obscene, or clothing that promotes illegal or violent conduct, such as the unlawful use of weapons, drugs, alcohol, tobacco, or drug paraphernalia or clothing that contains threats such as gang symbols is prohibited.

Clothing should fit, be neat and clean, and conform to standards of safety, good taste and decency. Clothing that exposes cleavage, private parts, the midriff, or undergarments, or that is otherwise sexually provocative, is prohibited. Examples of prohibited clothing include, but are not limited to: sagging or low-cut pants, low-cut necklines that show cleavage, tube tops, halter tops, backless blouses or blouses with only ties in the back, clothing constructed of see-through materials and head coverings unless required for religious or medical purposes.

Additionally, disciplinary action will be taken against any student taking part in gang-related activities that are disruptive to the school environment, which include the display of any apparel, jewelry, accessory, tattoo, or manner of grooming that, by virtue of its color, arrangement, trademark, or any other attribute, denotes membership in a gang that advocates illegal or disruptive behavior.

Parents of students requiring accommodation for religious beliefs, disabilities, or other good causes should contact the principal.

Students not complying with this policy will be asked to cover the noncomplying clothing, change clothes or go home.

This standard shall be enforced by all teachers, administrators, and classified employees.

Students are expected to dress in a decent and respectable manner **at all times**. The following are **NOT PERMITTED**:

1. Any type of headdress including, but not limited to, hats, hoods, bandanas, toboggans/stocking caps, large headbands or scarves.
2. See-through clothing of any kind.
3. Bare midriff shirts. All shirts must be able to be tucked in.
4. Shirts such as halter tops, tube tops, tank tops/ "wife beaters", low-cut tops, spaghetti straps, or racer-back tops. Straps on sleeveless shirts must be at

- least 3" in width.
5. Writing, symbols, or logos on any clothing or shoes which pertain to vulgar or offensive language (including anything pertaining to tobacco, drugs, alcohol, gang-related or sexual content).
 6. Pants must be worn on the hips at all times so that no undergarments will be shown. Any holes in pants must be below the fingertips when fully extended to the side.
 7. No pajama bottoms are permitted. (Exception is reward days announced previously)
 8. Shorts, skirts and dresses must be of an appropriate length. A **general guideline** to follow is no shorter than mid-thigh of the individual. No sundresses will be permitted. Please refer to Rule #17.
 9. Leggings will be allowed, provided that the shirt/top worn over the leggings is of an appropriate length. Please refer to Rule #8.
 10. No compression pants or compression shorts are permitted.
 11. Shoes must be worn at all times. No cleats, house shoes or slippers inside the school building are permitted.
 12. Visible undergarments are not permitted including, but not limited to, bra straps, underwear, boxers or gym shorts.
 13. Trench coats are not permitted.
 14. Spikes, chains, safety pins, fish hooks or horseshoe nails on hats or other objects worn as an accessory or that could be perceived as weapons are not permitted.
 15. No gloves or arm warmers to be worn in the building.
 16. Only prescription contact lenses may be worn. Sunglasses are not to be worn in the building.
 17. The administration reserves the right to determine what dress is appropriate and what is not (especially rule #8).

HALL PASSES/CONDUCT IN THE HALLS

Any student leaving the classroom during class time is expected to have a hall pass from the classroom teacher. **The teacher must keep a log of the time of departure and time of return.** The student is to go directly to his/her destination and then directly back to the classroom. During class change, NO student will be permitted to exit the back door of the CATE center to go to annexes, learning cottages or shop classes.

RESTROOMS

Restrooms are not places to loiter. Everyone is encouraged to do all that is possible to keep those areas clean. Restrooms are to be used before classes, between classes, and after school, unless there is an emergency.

COMMUNICATION DEVICES

Students may possess a cellular telephone, smart phone, tablet, Personal Digital Assistant (PDA) or other communications device on school property, including school buses, provided that the device must remain off and out of sight during instructional time unless it is being used for instructional purposes at the direction of the student's teacher.

At no time may any device be used with an unfiltered connection to the Internet.

The division is not liable for devices brought to school or school activities.

If a student possesses or uses such a device other than as permitted in this policy, in addition to other disciplinary sanctions which may be imposed, the device may be confiscated from the student and returned only to the student's parent.

FAILURE TO TURN IN A COMMUNICATION DEVICE TO A TEACHER, PRINCIPAL, OR STAFF MEMBER WILL BE AN AUTOMATIC REFERRAL TO THE OFFICE. FURTHER DISCIPLINARY ACTION MAY TAKE PLACE AT THAT TIME.

CELLPHONES

Students in the middle school **may only use cell phones during bus room, breakfast, lunch and in the afternoon bus room. No pictures are to be taken during school hours.** Inappropriate use of cell phones will result in the phone being confiscated and a parent will have to pick them up. Repeat offenses will result in disciplinary action.

Students may use the phone in the Main Office only in cases of an emergency and with permission from the high school secretary, assistant principal or principal. Students cannot make long distance calls on the school telephone except for official school business. No other school phones are to be used by students. (This includes the chorus and band).

Students will not be called to the telephone during school hours. In cases of emergencies, messages will be delivered through the school office. Frequent use of the telephone by students interferes seriously with instructional time and the operation of the school.

SKATEBOARDS

Skateboards cannot be used on the Grayson County High School or Independence Middle School campuses.

Section 2: Attendance Policy & Procedures

Good attendance is necessary to maximize the student's educational experience and prepare them for college, trade school and/or the job market.

STUDENT ATTENDANCE POLICY

I. STUDENT ATTENDANCE

The Grayson County School Board, all Grayson County Schools' administrative staff, and teachers believe that one of the most important ingredients leading to a high percentage attendance rate for students is a strong instructional program at each school conducted by teachers who create the type of learning atmosphere that makes students desire to be in school. It is believed that educators must create an environment that makes learning a challenging, creative, and stimulating experience for both teachers and students. In this type of environment, it is imperative that students make every effort to be present each day and to be in attendance the entire instructional day.

In order for a student to be continued on the rolls of the school he/she attends, their attendance shall be regular and punctual. If non-attendance prohibits the achievement of a student, the student may be subject to disciplinary action.

Student attendance is a cooperative effort and the School Board shall involve parents and students in accepting the responsibility for good attendance.

Each parent/guardian or person having control or charge of a child within the compulsory attendance age shall be responsible for such child's regular and punctual attendance at school as required under provisions of the law.

A reasonable effort shall be made to contact a parent/guardian of each student every day, and to obtain an explanation for the student's absence, where there is no indication that the student's parents are aware of and support the absence. A log will be kept of call attempts.

Students shall attend school for a full day unless otherwise excused. Students who are absent must bring a valid note from their parent or guardian and any supporting documentation stating the reason for their absence upon returning to school. All other exceptions to a full day schedule must be approved on an individual basis by the superintendent or designee.

II. COMPULSORY ATTENDANCE PROCEDURES

1. At the beginning of the year, all students will be given a copy of the attendance policy to take home. The principal will also review attendance policy and procedures with school staff at the beginning of each school year and up-date more often if needed.

2. Teachers will keep accurate records of student attendance, including absences, tardies, and early dismissals and immediately notify the principal of any concerns regarding student attendance. All written explanations of absence, tardies, and early dismissals will be retained until the end of the academic year. Telephoned explanations from parent, guardian, or designee will be recorded by the school secretary and given to the designated person for filing.
3. The principal will designate a person to daily attempt phone contact with the parent/guardian of any child absent from school without indication that the parent is aware of the absence, per Virginia code 22.1-258.

The following reasons are to be considered excused absences:

a. ILLNESS

An illness or incapacitating condition of the student or immediate family member which requires the temporary help of the student and is documented by a note from a medical provider.

b. DEATH IN THE FAMILY

Immediate family includes parents, step-parents, guardian, grandparent, brother, sister, aunt, uncle, husband wife, child, or other relative living in the same household.

c. RECOGNIZED RELIGIOUS HOLIDAYS OR EVENTS

The parent, guardian, or designee must apply in writing to school principal ten (10) calendar days in advance of the event in order for the students to be excused.

Note: No student will be deprived of any award or eligibility or opportunity to compete for any award, or of the right to take an alternate test or examination, which he missed by reason of such absence, if the absence is documented in the proper manner.

d. REQUIRED COURT APPEARANCE

Documentation from the court system should be provided to the school.

e. APPROVED SCHOOL-RELATED ACTIVITIES

f. PARENT NOTES UP TO A TOTAL OF FIVE (5) DAYS

Absences will be considered unexcused as follows:

- a. An absence of which the parent is unaware.
 - b. Absences documented by parent notes in excess of five days (5) per year will be unexcused. However, the principal may, under extenuating circumstance, deem the absence(s) excused.
4. Parental Cooperation in Remediating Excessive Absences - It is expected that parents or guardians will cooperate with school officials to remedy a student attendance problem. Where direct contact with a parent cannot be made, despite reasonable efforts, or where parents otherwise fail to cooperate in

remedying a student's attendance problem, the Superintendent or the Superintendent's designee may seek immediate compliance with the compulsory school attendance laws. The Superintendent or the Superintendent's designee shall institute proceedings against any parent who fails to comply with the requirements of the compulsory attendance laws. Where the complaint arises out of the parent's failure to comply with the requirements of Chapter 22.1-258, the Superintendent or the Superintendent's designee shall document the school division's compliance with this Code section.

5. After three (3) unexcused absences from school, the principal, or his/her designee, will meet with the student and send a letter to the parent or guardian reminding them of the importance of consistent attendance to school.
6. After five (5) unexcused absences from school, the principal will convene the School Based Attendance Committee and will request that the student, along with their parent(s) or guardian(s) attend the meeting. During this meeting the reason(s) for the student's absences will be addressed and action in regards to the student's attendance to school will be taken as needed. A record of the meeting will be maintained. Should the parent or guardian refuse to attend or be uncooperative, the principal is directed to refer the case to the School Social Worker for further action.
7. After seven (7) unexcused absences from school, the principal will refer the case to the Grayson County Community Based Attendance Committee for a closed hearing, which the student, parent(s) and/or guardian(s), and the principal/principal designee will be required to attend. The committee will ascertain all facts of each case and determine a course of action which is in the best interest of the student involved and the school system to enforce the compulsory attendance rules. The committee will consider recommending the following: (1) filing a complaint with the juvenile and domestic relations court alleging the pupil is a child in need of supervision as defined in Chapter 16.1-229 or (2) instituting proceedings against the parent pursuant to Chapter 18.2-371 or Chapter 22.1-262 or (3) send the case back to the school and request more intervention at the building level. If the student's parents have joint physical custody of the student and the school has notice of the custody arrangement, then both parents shall be notified at their last known addresses.

ATTENDANCE COMMITTEE

School Based Attendance Committee

Each school shall form a committee to act upon serious or persistent problems and cases of truancy. A brief written statement of the problem(s) and the efforts that have been made to affect a solution will be maintained and documented for each convened meeting.

The membership of the committee will consist of a school administrator, a guidance counselor, vocational administrator (if appropriate), and a classroom teacher. The school resource officer will be available to serve on each School-Based Attendance

Committee when the principal determines it is appropriate and necessary. Additional staff can be added to a committee as appropriate.

Grayson County Community Based Attendance Committee

The school system and community will maintain a Community Based Attendance Committee. Truancy cases that have been addressed at the School-Based Attendance Committee, without resolution, will be referred to this committee. The committee will be scheduled to meet twice per month unless further action is needed.

The membership of the committee will consist of a Grayson County Schools Central Office Designee, the School Social Worker and a representative from each of the following agencies:

Grayson County Sherriff's Department Grayson County Social Services
Grayson County Juvenile Courts Mount Rogers Youth Services

Additional staff may be added to this committee as appropriate.

III. TARDIES AND EARLY DISMISSALS

Tardiness and early dismissals may be caused or due to many things. Teachers and administrators should always determine the reason for tardiness and early dismissals. Repeated or habitual tardiness and/or early dismissals disrupt the orderly instructional process of the school. Therefore, corrective action is required and the principal and/or teacher should employ appropriate disciplinary measures. The principal shall exercise discretionary power in matters of tardiness and early dismissals. Excessive tardiness and early dismissals will be investigated and appropriate disciplinary action will be administered. The principal will contact the parents by phone and written letter requesting a conference.

IV. DISMISSAL PRECAUTIONS

Principals shall not release a student during the school day to any person not authorized by the student's parent/guardian to assume responsibility for the student. Students shall be released only on request and authorization of the parent or guardian. The Superintendent shall provide procedures for release of students who are not residing with or under the supervision of a parent/guardian. The burden of proof on the authority of the person to receive the student is on the requesting party. A formal check-out system shall be maintained in each school.

V. MAKE-UP WORK

A student is expected to make up all work missed regardless of the reason for the absence. This also includes absence(s) due to out of school suspension. At no time is a student to miss additional class time to make up missed work. Make-up work assigned is to be directly related to the content of the class(es) missed.

The following guidelines will be used for make-up work:

For the first day missed, a student will be given three school days to submit make-up work. If more consecutive days are missed, the student will be granted one additional school day for each day of absence.

If a student, parent or guardian knows in advance that an absence will occur, arrangements for make-up work should be made prior to this absence. Failure to complete make-up work will result in a lowering of a student's grade.

The faculty and administration of each school will develop the process for completing make-up work. This written process must be posted in the classroom and printed in the student handbook.

VI. FOR ALL HIGH SCHOOL LEVEL COURSES (Grades 8-12)

Grades 8-12 are on a 4x4 block scheduling format and as a result attendance is taken during each class period. Students must be in class for one hour to be considered present during that period. A combination of three (3) tardies and/or early dismissals within a particular course equals one (1) absence for that course. School sponsored activities do not apply to this number.

Students who are considered absent more than 5 class periods per semester for a course or who has excessive tardies and/or early dismissals for a course will be referred to the School-Wide Attendance Committee. The School-Wide Attendance Committee will review all facts regarding the student's attendance along with their academic standing and take appropriate action according to Grayson County Public Schools Attendance Policy. Decisions of the School-Wide Attendance Committee may be appealed to the Superintendent, and ultimately, to the Grayson County School Board.

VII. COURSE EXAMINATION EXCLUSION

The following applies only to grades 8-12. Students may be excluded from taking final examinations based on the following criteria per class:

- If a student has an "A" going into the examination and has missed three days or fewer excused absences for that semester;
- If a student has a "B" going into the examination and has missed two days or fewer excused absences for that semester;
- If a student has a "C" going into the examination and has missed one day or less for that semester;
- If a student has a "D" going into the examination and has missed no days for that semester;
- If a student has an "F" going into the examination, no exclusion will be allowed.
- If a student qualifies for examination exclusion for any examination, that student may take that examination for grade improvement, but not to the detriment of the grade going into the examination.
- Any student absent for any part of the school day will not be allowed to participate in co-curricular or extra-curricular activities that day without permission of school administration.
- Any student who participates in an organized group of absenteeism will lose the examination exclusion privilege.

VIII. LEAVING SCHOOL GROUNDS WITHOUT PERMISSION

Leaving school grounds will not be permitted for any reason unless the student is excused by the principal or designee. No student shall leave school unless the parent or guardian has made arrangements with the principal to pick up the students or unless prior arrangements have been approved by school administration.

IX. SCHOOL ATTENDANCE PROCEDURES

Teachers will:

1. encourage good attendance by making the classroom an inviting place for students;
2. keep accurate records of student attendance, including absences, tardies and check-outs, in the manner prescribed by the building principal;
3. report to the principal within three (3) working days concerns regarding student attendance, giving particular attention to those students who had twenty (20) or more absences, tardies, or check-outs the previous year;
4. counseling with students as absences occur;
5. being available for parent conferences and/or initiating conferences with parents as needed to discuss attendance concerns;
6. cooperating with students who are making up work missed because of absence, being sure the make-up work assigned is directly related to the content of instruction provided during the class(es) missed.

School attendance record keepers will:

1. keep accurate records of student attendance, including absences, tardies, and check-outs;
2. immediately notify the principal of any student absent three (3) consecutive days without indication that the parent/guardian is aware of the absences;
3. report to the principal any concerns regarding student attendance, giving particular attention to those students who had (20) or more absences, tardies, or check-outs the previous year;
4. at the end of each month, present to the principal a printout of those students who have had three (3) absences, three (3) tardies, and/or three (3) check-outs within the month;
5. at the end of the school year, present to the principal a comprehensive list of those students in grades K-12 who have had twenty (20) absences, twenty (20) tardies, and/or twenty (20) check-outs since the beginning of the school year.

Principals will:

1. review attendance policy and procedures with school staff at the beginning of each school year and up-date more often if needed;
2. designate an attendance record keeper for the school;
3. designate a person or persons to daily attempt phone contact with the parent/guardian of any child absent from school without indication that the parent is aware of the absence, per Virginia School Law Code 22.1-258, 1985 Amendment;
4. determine how written excuses for student absences will be received and filed;

5. at the beginning of each school year, identify for the attendance record keeper, and each teacher those students who had twenty (20) or more tardies, check-outs, and/or absences the preceding year, and advise personnel to give particular attention to habits of those students;
6. by the twelfth school day of each school year, forward to the School Social Worker a list of those students under the age of eighteen (18) years who were expected to enroll but have not done so;
7. at the end of each school year, forward to the School Social Worker a printout of students in grades K-12 who have had twenty (20) absences, twenty (20) tardies, or twenty (20) check-outs and who will still be under the age of eighteen (18) years at the beginning of the next school year;
8. at the beginning of each school year, provide the parent/guardian of each student a copy of the county attendance policy and expectations.

ATTENDANCE - TRUANCY

Students shall attend school on a regular and punctual basis unless otherwise excused in accordance with School Board policy or regulation. (See Policy JED Student Absences/Excuses/Dismissals.)

Section 3: Academic Guidelines & Procedures

INSTRUCTIONAL ORGANIZATION

It is the policy of the board to incorporate Department of Education guidelines, the Standards of Quality, and accreditation regulations in designing the programs of the system. All instructional programs are guided by the Virginia State Standards of Learning. These are supplemented by local curriculum efforts to address the needs of Grayson County students.

GIFTED EDUCATION

The goal of the gifted education program for Grayson County is to provide a differentiated instructional program designed to meet the needs of students who are identified as having outstanding ability. Once identified, students may be served by enrichment in regular classrooms, special projects, by a resource teacher, or by special classes. Opportunities are available for high school students to participate in several programs such as advanced placement classes. In addition, summer Governor's Schools services are available for grades K-12.

SPECIAL EDUCATION

The Grayson County School System provides programs to serve students from the ages of 2 through 21 inclusive that have disabilities and are in need of special education and related services. Students are provided a free and appropriate education in the least restrictive environment at no cost. Children with Disabilities include those with intellectual disability, physical impairments, serious emotional disability, speech or language impairments, hearing impairments, visual impairments, autism, other health impairments, developmental delay, traumatic brain injury, specific learning disabilities, deaf-blindness, multiple disability or disabilities, or developmental delay.

Related services, such as special transportation, physical therapy, occupational therapy, and speech and language therapy are provided when necessary for students with disabilities to benefit from their special education program.

The school system, along with Galax City and Carroll County Schools, operates regional programs for students with low incidence disabilities. For more information about special programs or to make a referral for evaluation for services, contact the school principal for enrolled students.

HOMEBOUND INSTRUCTION

Homebound instruction is provided to students who are confined for an extended period of time which would prevent normal educational progress. To be eligible for homebound instruction, students are required to demonstrate the existence of an emotional or physical problem that prevents attendance at school. For more information, please contact the student's teacher, the school principal, or the Student Services Office at 276-773-2026.

ADULT EDUCATION

The Grayson County School System provides an adult education program. This program promotes Basic Adult Education and GED Education. For adults who wish

to receive the GED, classes are provided at various locations in Grayson County. All programs are free of charge. Anyone wishing to enroll in the Adult Education Classes should contact the Grayson County CATE Center Principal, Karen Blevins, at (276)-773-2951.

PROMOTION POLICY:

1. From Grade 6 to Grade 7: students shall pass four (4) academic subjects, three of which shall be READING, ENGLISH and MATHEMATICS.
2. From Grade 7 to Grade 8: students shall pass four (4) academic subjects, three of which shall be READING, ENGLISH and MATHEMATICS.
3. Summer school attendance may be required for promotion.

GRADE LEVEL CLASSIFICATION

Students are placed in grade levels based on the following:

Grade 6:	Promoted from 5 th grade
Grade 7:	Promoted from 6 th grade
Grade 8:	Promoted from 7 th grade

Grading Scale

A	94 - 100
B	86 - 93
C	77 - 85
D	70 - 76
F	Below 70

SOL Reward

For SOL courses, students will receive additional points to their final grade for passing the SOL in accordance with the following scale:

Pass Proficient (400-499) - Three additional points added to final grade

Pass Advanced (500-599) – Five additional points added to final grade

Perfect Score (600) –Seven additional points added to final grade

HONOR ROLL

An honor roll is compiled at the end of each nine weeks. For students to be included they must have all “A’s” and/or “B’s”.

PARENTAL CONFERENCES

Parents desiring conferences should call the student’s guidance counselor or an administrator for an appointment. Appointments with a teacher will be scheduled during a teacher’s planning period, before school, or after school, unless special circumstances exist. Upon request of the parent/teacher, an administrator will be present during the conference.

SUMMER SCHOOL

Summer school is offered on campus every year.

EXPEDITED RETAKES

Students scoring between 375 and 399 on SOL tests qualify for an expedited retake. This must be taken within four weeks after Independence Middle School receives the official score. Contact the School Testing Coordinator for details.

SCHEDULE CHANGES

Every effort to accommodate the course selections of each student is made. Students are encouraged to make their course selections and alternative selections carefully. Schedule changes must be done within the first seven (7) days of school, require parental permission, conference with a counselor, and possibly permission of the school administration.

CHEATING

Students are expected to perform honestly on schoolwork and tests. The following actions are prohibited:

- cheating on a test or assigned work by giving, receiving, offering and/or soliciting information
- plagiarizing by copying the language, structure, idea and/or thoughts of another
- falsifying statements on any assigned schoolwork, tests or other school documents

TEXTBOOKS

Students are issued textbooks at no charge. The student is, however, responsible for paying for lost books or those damaged or worn beyond normal wear. The charge is determined by the number of years remaining before textbook adoption occurs for that discipline.

LIBRARY/MEDIA CENTER

Circulation Periods

Books circulate for a two-week period and may be renewed twice. In order to provide adequate selection, students are asked to check out a maximum of two Accelerated Reader selections (with the exception of the easy readers). They may check out other materials for pleasure and research purposes as needed, up to a total of five materials. Back issues of magazines may be checked out beginning in September. These will have a circulation period of one week with no renewal.

Materials Return

Students are responsible for the return of materials they check out from the library. It is never wise to count on someone else to return your materials.

Library Policy for Overdue Materials

The school library media center contains materials relating to the school curriculum. Many of the books are used for book reports and research projects. It is, therefore, important that students return materials on time so that they can be used by others. This policy is designated to help students develop responsibility in their handling of borrowed materials.

Materials will be checked out initially for a two-week period. They may then be renewed twice at the request of the student before they are considered overdue. When a material becomes overdue, the following steps will be taken:

1. A student with an overdue material loses his/her check out privilege until the material in question is returned or replacement cost is paid.
2. Overdue notices will be sent through the student's teacher. Upon receipt of such a notice, the student should immediately return the material or pay for its replacement. If this is not done promptly, a letter will be sent home.
3. If a student pays for a lost book and then finds and returns it, the money will be refunded in full.

Use of Materials within the Library

1. All library materials are available for use from 8:00 A.M. to 3:30 P.M. each school day. Library staff will be available to help during these hours.
2. While in the library, students may sit where they choose unless assigned a seat by the librarian or a faculty member.
3. Individual students must have a pass from a teacher when entering the library.
4. Students coming to the library with a class need to stay with their teacher.
5. Upon entering the library, students are to remain quiet and keep talking to a minimum.
6. Students abusing the library privilege will lose the right to visit the library.

Section 4: Extracurricular Activities & Athletics

AFTER-SCHOOL ACTIVITIES

Students will be responsible for adherence to school rules and guidelines while attending any activity on school grounds. Thus, they are subject to discipline measures while attending any event.

Students and fans are encouraged to be supportive of athletic teams; however, this is to be done with sportsmanship and pride. The Mountain Empire District and Southern Empire Conference require each person to pay again to re-enter a ball game.

Dances are for middle school students attending IMS only.

CLUBS AND OTHER FUNCTIONS

Following are the clubs available to 8th grade students qualifying for membership:

- a. Forensics/Drama (open to all students) – Furthers interest in drama and helps teach the value of organization and planning to accomplish goals.
- b. 4-H (open to all students) – Prepares students to be leaders of the future.
- c. Science (open to all students) – Encourages students to pursue their interest in science.
- d. Beta (open to juniors and seniors who have maintained a 3.7 GPA) Stimulates efforts, rewards achievement, assists and encourages members to continue their education after high school.
- e. Foreign Language (open to former and current foreign language students) – Provides opportunities for expanding students experiences with customs and cultures of other lands.
- f. FBLA – Future Business Leaders of America is an educational association of members preparing for careers in business and business related fields. FBLA provides innovative leadership development programs to bring business and education together in a positive working relationship.
- g. FCCLA (open to Family & Consumer Science) – Helps students assume roles in society through family and consumer science education in personal growth, family life, career & technical preparation, and community involvement.
- h. FFA (for students in agriculture classes) – Members learn through participation how to hold a public meeting, how to buy and sell cooperatively, how to solve problems, how to obtain financing, and to assume civic responsibilities.
- i. HOSA (open to students in nursing) – Extension of nursing program.
- j. Skills USA (open to students taking a trade and industrial class) – Develops leadership through participation in educational, career & technical, civic, recreational, and social activities.
- k. SCA (elected to represent the student body) – Act as official representatives of the students; also, a liaison between students and the administration.
- l. SADD (open to all students) – Educates students of dangers of driving under the influence of alcohol.

- m. Reflections (open to students based on scholarship, dependability, initiative, and creativity) - Publishes a photographic yearbook that highlights the present year.
- n. FCA (open to all students) – Fellowship of Christian Athletes.
- o. Ecology (open to all students) – Increases student awareness of factors affecting the environment through means of recycling, education, and eco-friendly sustainable projects within the school community.
- p. Art (open to students in art classes) – Promotes the knowledge of art and participation in related activities with an emphasis on volunteering in the community.
- q. RAK (Random Acts of Kindness) (open to all students) – focuses on anti-bullying.
- r. AASIS (Appalachian Arts and Studies in the Schools) (open to students in grades 9 – 12; limited to 20 students) – encourages students to continue their education beyond high school and promotes pride in Appalachian culture and community.
- s. Mu Alpha Theta (mathematics national honor society) – Inspires interest in mathematics, develops strong scholarship in the subject and promotes the enjoyment of mathematics.

FINE ARTS COMPETITION

Art
Band
Chorus

FIELD TRIPS

Field trips are intended to serve a worthwhile purpose related to classroom instruction.

Trips of significant educational value shall be permitted with the approval of the principal and the division superintendent. Proper planning of the educational value of the trip and the safety of the students shall be the primary considerations. The sponsor must make a special written request to the principal who will forward his or her recommendations to the division superintendent two weeks in advance of all scheduled trips. This includes **ANY** trip off campus.

Students may not be allowed to participate in a field trip if it is two (2) weeks or less before an SOL Test.

Any student who is failing a class and/or has poor attendance may be denied permission to take any field trips by the sponsor or administration.

The highest standard of conduct is expected of students while on a field trip. Use of drugs, alcohol, or tobacco is prohibited; any student so involved will be removed from the field trip at that time at the student's expense. Students who violate rules while on field trips may be denied permission to attend all other field trips for the remainder of the school year.

School-Sponsored Trips

1. The Code of Conduct rules apply to all school-sponsored trips.
2. For any trip, additional specific agreements and rules may be required by the administration and chaperones, with written copies to be read and signed by each student and his/her parent or legal guardian prior to the beginning of the trip.
3. Written permission must be secured from the parents/guardians of all pupils who

are attending the field trip. Permission slips will be kept on file in the Main Office along with the list of students riding

ATHLETICS

Athletics is a vital part of a comprehensive school program. Students in grades 8-12 are eligible to try out for varsity, junior varsity, or eighth grade athletics if they have passed three of four classes the previous semester and are in good standing.

The new classification system places GCHS in the 2A West Region in Conference #39 (Southern Empire Conference) of the Virginia High School League (VHSL). GCHS will also remain a member of the Mountain Empire District, and is subject to all policies and regulations of these governing bodies.

Athletes will ride to and from athletic activities with the team unless permission is given from the principal or designee. Athletes will not be allowed to ride to or from activities with friends, (and parents must obtain written permission from the principal or designee for the student to ride with anyone other than their parents.) At the conclusion of an athletic contest, parents need to tell the coach, in person, that their child will be going home with them if they are not riding the bus.

We strongly disapprove of students staying home on school days to rest for events that day or night. Athletes will have to be in school at least half of the day (two blocks) to be eligible to compete in that day's athletic contest. All coaches will decide if an athlete will practice if they are absent from school. The administration reserves the right to limit participation of students in cases of nonattendance at school.

All athletes will sign a Code of Athletic Conduct at the start of each sports season.

Athletic Teams

Varsity Football

8-9 Football

Varsity Baseball

Junior Varsity Baseball

Middle School Baseball

Boys' Varsity Basketball

Boys' Junior Varsity Basketball

Boys' Middle School Basketball

Girls' Varsity Basketball

Girls' Junior Varsity Basketball

Girls' Middle School Basketball

Boys' Tennis

Girls' Tennis

Middle School Volleyball

Girls' Varsity Volleyball

Girls' Junior Varsity Volleyball

Wrestling

Varsity Soccer

Varsity Track and Middle School Track

Varsity Cross Country

Girls' Varsity Softball

Girls' Junior Varsity Softball

Girl's Middle School Softball

Varsity, JV and Middle School Cheerleading

Section 5: Lockers/Parking/Searches

LOCKERS

Lockers are assigned to individual students, but lockers remain the property of the school division. Students damaging lockers will receive disciplinary action and will be required to pay for damages. Nothing can be on the outside of lockers. Routine locker inspections may be performed in order to ensure proper maintenance. Locks can be rented for \$1.00 upon student request. Only school-supplied locks are permitted. Students will be charged if the locks are not returned at the end of the school year. Each student has the responsibility to secure his/her locker and to not provide the combination to any other students. Students are expected to clean out their locker at the end of the year. IMS is not responsible for any lost or stolen property.

STUDENT VALUABLES

Students are advised not to keep money or valuables in lockers. Locks are available for \$1.00 in the assistant principal's office.

IMS is not responsible for lost or stolen money or valuables although every possible effort will be made to recover the property.

SCHOOL SEARCHES

School Search and Seizure

To maintain order and discipline in schools and to protect the safety and welfare of students and personnel, school authorities may search students, student lockers or student automobiles under the circumstances outlined below and may seize illegal, unauthorized, or contraband materials discovered in the search. A student's failure to permit searches and seizures as provided in this policy will be considered grounds for disciplinary action.

Personal Searches

A student's person and/or personal effects may be searched whenever a school authority has reasonable suspicion to believe that the student is in possession of illegal or unauthorized materials. If a pat down search of a student's person is conducted, it will be conducted in private by a school official of the same sex and with an adult witness present, when feasible.

If extreme emergency conditions require a more intrusive search of a student's person, such a search may only be conducted in private by a school official of the same sex, with an adult witness of the same sex present, and approval of the Superintendent or his designee, unless the health or safety of students will be endangered by the delay, which might be caused by following these procedures.

Locker Searches

Student lockers are school property and remain at all times under the control of the school; however, students are expected to assume full responsibility for the security of their lockers. Periodic general inspections of lockers may be conducted by school authorities for any reason at any time without notice, without student consent, and without a search warrant.

Seizure of Illegal Materials

If a properly conducted search yields illegal or contraband materials, such findings shall be turned over to the proper legal authorities for ultimate disposition.

Section 6: Guidance Services

GUIDANCE & COUNSELING SERVICES

IMS has a full time guidance counselor to assist students, parents, and teachers with a variety of programs and issues throughout the school year. Students may request or be referred for counseling as the need arises. Meetings are scheduled during times that are least disruptive to the student's program of studies.

Parents requesting a conference with our guidance counselor, a teacher, or administrator may phone the school office (773-3020) during school hours to arrange an appointment.

Section 7: Important Forms and Signature Pages

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACTS (FERPA)

The **Family Educational Rights and Privacy Act (FERPA)** (20 U.S.C. 123g; 34

CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.

FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students."

1. Parents or eligible students have the right to inspect and review the student's education records maintained by the school. Schools are not required to provide copies of records unless, for reasons such as great distance, it is impossible for parents or eligible students to review the records. Schools may charge a fee for copies.
2. Parents or eligible students have the right to request that a school correct records which they believe to be inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information.
3. Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record. However, the FERPA allows schools to disclose those records without consent to the following parties or under the following conditions (34 CFR 99.31).
 - School officials with legitimate educational interest;
 - Other schools to which a student is transferring;
 - Specified officials for audit or evaluation purposes;
 - Appropriate parties in connection with financial aid to a student;
 - Organizations conducting certain studies for or on behalf of the school;
 - Accrediting organizations;
 - To comply with a judicial order or lawfully issued subpoena;
 - Appropriate officials in cases of health and safety emergencies; and
 - State and local authorities, within a juvenile justice system, pursuant to specific state law.

Schools may disclose without consent, "directory" information, such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance. However, schools must tell parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request that the school not disclose directory information about them. Schools must notify parents and eligible students annually of their rights under FERPA. The actual means of notification (special letter, inclusion in a PTA bulletin, student handbook, or newspaper article) is left to the discretion of each school.

For additional information or assistance, contact the Grayson County Student Services Office at 276-773-2026 or 276-773-2006.

SOL Retake Permission Form

August 2017

Dear Parents/ Guardians,

The Virginia Board of Education is giving students in grades 3-8 the opportunity to retake the SOL tests in Reading, Mathematics, and History if they miss passing the test by a narrow margin. This means if your child scores between 375 and 399 on any of their upcoming SOL tests and have passing grades in that subject, he/she will be given the opportunity to receive extra assistance on the skills missed and then retested. We need your permission to retest. The highest score of the two will be what is recorded in your child's permanent record.

For many years high school students have had this opportunity to take an expedited retake in any subject area except Writing. We are excited to help our students that get so close to passing their SOL get over the hump and move on to the next grade level knowing they have attained the necessary knowledge to be successful in their next educational experience.

Sincerely,

Wm. Jamey Hale

Principal

In the event that my child, _____, does not pass an SOL test, but scores between 375 and 399, I give permission for him/her to participate in the Expedited Retakes for the 2017-18 school year.

Date

Signature

PLEASE SIGN AND RETURN TO FIRST PERIOD TEACHER OR YOUR ADVISOR

Dear Parent/Guardian:

We would like to notify you of the Grayson County High School website. This site may be viewed at <http://ims.grayson.k12.va.us>. Independence Middle School would like to acknowledge student accomplishments by posting pictures to the site. Please complete the information below and return this form to your first period teacher or advisor by August 27, 2015.

Grayson County Public Schools

Permission and Release Form

School Year: 2017-2018

School: Independence Middle School

Student Name: _____

Student Grade Level: _____

The purpose of this form is to seek permission for your student to be interviewed, photographed, and/or videotaped by the media (radio or television stations, and newspaper reporters). In addition, Grayson County Public Schools seek permission for your student's photograph or name to be used on the Grayson County Public School's website or in its publications.

Grayson County Public Schools will not release personal student information to the media. Personal information includes; but is not limited to address, telephone number, medical history, academic records and discipline records.

Please check one of the following:

_____ **YES, I *give*** permission for my student to be interviewed and/or photographed by the media while participating in a school-sponsored event. This includes media and achievement recognition of my student by name, age and grade level. This also includes my student's photograph or name to be used on the Grayson County Public School's website, including but not limited to Independence Middle School, or in its publications.

_____ **NO, I *do not give*** permission for my student to be interviewed and/or photographed by the media while participating in a school-sponsored event. This includes media and achievement recognition of my student by name, age and grade level. This also includes my student's photograph or name to be used on the Grayson County Public School's website, including but not limited to Independence Middle School, or in its publications.

Parent/Guardian Signature: _____

Date: _____

Parent/Guardian Name: _____

(Please Print)

CLOUD STORAGE ACCOUNT AGREEMENT

Each student who has been issued a Cloud Storage Account must sign this Agreement, in conjunction with the Technology Responsible Use Agreement, as a condition for using the Cloud Storage Account issued by the School Division. Parents/guardians must sign this Agreement, in conjunction with the Technology Responsible Use Agreement, before their student is permitted to use the Cloud Storage Account issued by the school. Read this Agreement carefully before signing.

I understand that the Cloud Storage Account issued to me by Grayson County Schools is to be used only for classroom purposes. No personal files are to be stored on this account. Grayson County school personnel may request access to this account at any time. This account is subject to the provision of the Grayson County Schools' acceptable use policy. Students who misuse their school issued Cloud Storage Account will be subject to disciplinary action.

Prior to signing this Agreement, read Policy GAB/IIBEA and Regulation GAB-R/IIBEA-R, Acceptable Computer System Use. If you have any questions about this policy or regulation, contact your supervisor or your student's principal.

Student/Employee Signature _____ Date _____

Student/Employee Name _____
(Please Print)

I have read this Agreement and Policy GAB-E1/IIBEA-E2 and Regulation GAB-R/IIBEA-R. I understand that access to Cloud Storage Account and the computer system is intended for educational purposes and the Grayson County School Division has taken precautions to eliminate inappropriate material. I also recognize, however, that it is impossible for the School Division to restrict access to all inappropriate material and I will not hold the School Division responsible for information acquired on the computer system. I have discussed the terms of this agreement, policy, and regulation with my student.

I grant permission for my student to use Cloud Storage and the computer system in accordance with Grayson County School Division's policies and regulations and for the School Division to issue an account for my student.

Parent/Guardian Signature _____ Date _____

Parent/Guardian Name _____
(Please Print)

August, 2017

I have reviewed the Independence Middle School Student Handbook with my child and recognize my responsibility to assist the school in enforcing the standards of student conduct. I understand that policy changes may occur throughout the school year and that I should periodically check the Policy Manual on the Grayson County Public Schools' website for such changes.

Print Student Name

Student Signature

Date: _____

Parent/Legal Guardian Signature

Date: _____

Please return this page to your student's advisor or 1st period teacher.

Be Kind



Be Positive