



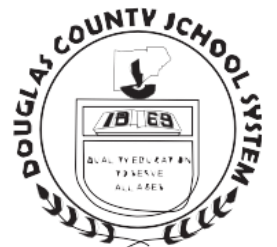
2019-2020 STUDENT/PARENT HANDBOOK

CHAPEL HILL MIDDLE SCHOOL
3989 Chapel Hill Road,
Douglasville, GA 30135

Phone: 770.651.5000
Fax: 770.920.4242
www.chmswildcats.com

School-Year Office Hours:
7:30 am to 4:30 pm

Summer Office Hours:
8:00 am to 12:00 pm



CHAPEL HILL MIDDLE SCHOOL
3989 Chapel Hill Road, Douglasville, GA 30135
Phone: 770.651.5000
Fax: 770.920.4242
Website: www.chmswildcats.com

Dear Parents and Students,

Welcome to Chapel Hill Middle School, a 2000 Georgia School of Excellence, a 2001-2002 National Blue Ribbon School, and a 2003-2017 Georgia Lighthouse School to Watch. This is a wonderful school and we hope that you will be as proud of your accomplishments while here, as we are proud to work with you to achieve them. We hope your three years with us will be fun, exciting and educationally successful.

To our new students, middle school is a time of change. Our teachers will work hard to make your adjustment successful. We encourage you to get involved with our Fine Arts program, Clubs, Athletics, and other extracurricular activities that will be offered during the years that you are here. Parents, we invite you to join PTSO, volunteer to assist in some capacity and remember we want you to be a part of our dynamic team. The staff, students, and community working together will create opportunities for everyone to grow in academic goals, athletic goals, social activities, creative, personal skills and citizenship responsibilities.

The pages of this handbook are filled with important information regarding school policy and procedures. We suggest parents and students review the contents together. After review, please keep it for future reference.

We are excited about the school year. With your help and cooperation, this will be an excellent year. We look forward to celebrating with you the achievements of our students and staff.

Have a great year!

Sincerely,

Jolene Morris

Jolene Morris, Ed. D
Principal

Remember to visit the CHMS Web page for school information!

CHAPEL HILL MIDDLE SCHOOL

THEME:

“The Best Getting Better – WHATEVER it takes”

VISION:

We envision Chapel Hill Middle School as a model middle school.

MISSION:

It is the mission of Chapel Hill Middle School to develop the whole child academically, physically, socially, emotionally and creatively.

VALUES:

Chapel Hill will provide each learner with the following:

- An instructional staff with an understanding and respect for the “inbetweenager,” varied instructional strategies, positive classroom management, content knowledge, collaboration skills, with a genuine desire to provide the best possible program.
- Educators who are prepared to work with young adolescents, who are themselves lifelong learners and committed to their own ongoing professional development and growth.
- A smooth transition to middle school through the implementation of a Sixth grade Academy.
- An individualized instructional program which includes skill development and hands-on experiences in both the academic and exploratory areas that promotes high school, college and career readiness.
- Experiences through curricular and extra-curricular activities that provide opportunities for the development of leadership and positive social skills.
- A structured organizational program that includes the Agenda Book, a One-Notebook System and consistent School-Wide Procedures.
- A counseling program that emphasizes academic and personal guidance as well as support for transition.
- A discipline program where students accept responsibility and consequences for choices and actions with opportunities for guided decision-making.
- Curricular and extra-curricular programs for the development of self-respect, good character, ethical values, principles, and the ability to respect and get along with others.
- A school climate that provides a safe and secure learning environment with an emphasis on high expectations and continuous improvement.
- Classroom instruction which integrates technology and provides opportunities for students to develop 21st century technological skills.

- A learning environment where trust and respect are paramount and where family and community are actively involved.

GENERAL POLICIES AND PROCEDURES

AGENDA BOOK

An assignment or agenda book will be issued to all students. It is a requirement that all students have one, and it should be in their possession at all times. The book is purchased by the school and it is considered a textbook. Students should not damage or alter the book. Students should write school-related information as directed by teachers. Loss of the book will result in a \$10.00 replacement fee. The agenda books will be taken up by the homeroom teacher at the end of the school year. It will be the responsibility of all students to enter information appropriately in the book. Parents are asked to sign the agenda book nightly. Sixth and seventh grade academic teachers will sign each period. Eighth grade agenda books will be signed at the beginning and end of each day. Connections teachers will sign the book as needed. Students must not attempt to alter communication between the teacher and the parent. Marking out a teacher or parent note, forgery, or removing pages will result in disciplinary actions.

The agenda book is the primary form of communication between the school and home. We encourage all parents to communicate with teachers via the agenda book. Teacher access to phones and/or computers are very limited during instructional time. Please utilize the agenda book as primary communication tool.

There is a student goal setting page in the front of the agenda. Parents are asked to review the goal setting page twice a year. Please review your student’s goals and academic grades with him/her frequently. The Georgia Standards of Excellence have been included in the agenda book. Please take time to review the standards for your student’s grade level.

Parents may set up conferences via the agenda book. If you would like a conference with all team teachers, please call or write to the homeroom teacher.

ACCESS TO ELECTRONIC GRADEBOOK / GRADES

Parents are able to access an electronic gradebook program for their student. Parents are able to sign up for the electronic gradebook at home using their student’s personal information. Parents should note that teachers may need 7-10 days to enter graded assignments.

ARRIVAL PROCEDURES

No student should arrive at school prior to 7:30 a.m. Students arriving between 7:30 and 8:10 are to report directly to the cafeteria. At the 8:10 a.m. bell, students

report to their homeroom teacher. Students should always check with the homeroom teacher and receive a pass before attending to school business, seeing another teacher, or attending to any activity outside his homeroom. Students should be seated in homeroom by 8:25 a.m.

ATTENDANCE INFORMATION FOR MIDDLE SCHOOL

Middle school attendance is taken by period. Students must be present for over ½ of the instructional day in order to be counted present for that day. Students who leave before the ½ day mark, will be marked as absent. **For check out purposes, a student must be present until 12:15 p.m. in order to be counted as “present” for the day.** Please note this is a change from several years ago.

ABSENCES & LATE WORK/MAKE-UP WORK

All assigned work is expected to be turned in on time. Late work will be accepted without penalties only if a student is absent and unable to be in school on the due date. All other late work may be accepted for reduced credit. Students with excused absences will be given one day for each day absent to make up work. Make-up work will be confined to homework assignments, teacher handouts, textbook pages covered, quizzes, and scheduled tests. Teachers may modify the amount of work to be made up. **IT IS THE STUDENT’S RESPONSIBILITY TO ASK THE TEACHER FOR ANY MISSED ASSIGNMENTS.** If a student is absent for two or more consecutive days, a parent may call the office and request their assignments. Please allow 24 hours for teachers to get assignments ready. If absences occur at the end of a grading period, an incomplete may be given on the report card. All incomplete work must be made up as soon as possible. The “incomplete” will be removed after 10 days to reflect the grade achieved. Work not made up will be averaged as a zero. Exclusion to this policy may be long-term projects. If work is requested and not picked up, this courtesy may not be extended in the future.

TARDIES

If a student arrives at school after the end of homeroom, he/she must report to the office and sign in. It is the parent’s responsibility to ensure that the student reports to the main office to sign in. Students who are tardy interrupt instruction. **After 5 unexcused tardies**, the homeroom teacher may assign a detention. Frequent tardies (10 or more) will result in an office referral. The administration will take appropriate action. After the 10th Tardy, the Administration reserves the right to request further excuses / documentation for all future tardies to be coded as “Excused”. All students should be seated in homeroom prior to 8:25 a.m.

EARLY CHECK OUT

Parents are urged to make all dental, medical, and other appointments after school hours. If it becomes necessary for students to be checked out during the day, we ask that parents report to the office to sign the student out. Parents may be required to show picture identification for the office staff. Parents must be present in the office before the office personnel may call a student from class. Please allow 15 additional minutes to check your student out from PE class or lunch class. Students must have a parent or guardian’s permission before early check out will be permitted. No student will be able to check himself out, walk home, or leave the school campus with a friend or relative without confirmed parental permission. **No student check-outs permitted after 3:15.** We are unable to finish end of the day duties and dismissal if students are checking out past 3:15. For early release days, no students may be checked out after 11:45 a.m.

As noted under the “Attendance Information for Middle School” heading, please be aware that students who are checked out early and have not completed over ½ of the instructional day will accrue an absence. **Students arriving at school on time must stay until 12:15 p.m. to be counted present for the day.**

BUS TRANSPORTATION

Transportation is provided for students residing in the CHMS district. Students are to ride the bus to which they have been assigned and to get on and off at their assigned bus stop. Any student who is to ride home with a friend by bus, must deliver the request in writing to the office before 9:00 a.m. The note must be verified with the Parent/Guardian by the CHMS office clerk via phone before permission can be granted. Students must report to the office on the way to 6th hour to pick up their signed bus permission form. Students are not to make other arrangements for after school transportation during the school day. Parents may call the school when a situation arises that necessitates a change in transportation during the day. Bus behavioral expectations are high. Discipline infractions on the bus can/may result in short term suspension or removal from the bus. Bus suspension applies to ALL school system buses. Any student riding the bus while suspended will be disciplined at school and reported to SRO.

LATE BUSES:

When a bus does not arrive on time in the afternoon, those students will be called to wait in the cafeteria. Once students are seated in the café, they are allowed to call / text their parent on a cell phone or they may use the office phone. Parents who come to pick up their students from a late bus should do so in the main office. If the bus arrives

PRIOR to a parent/guardian, the student must board the bus to ensure he/she arrives home. Students generally arrive home about 45-60 minutes late in these events.

CAR RIDERS

Students who are brought to school in a car should be dropped off in the front of the building. Cars enter the Sixth Grade Academy south entrance. Car Riders may arrive beginning at 7:30 a.m. Students who are car riders in the afternoon should be picked up in the same location.

Students should be picked up no later than 4:00. All school rules apply during car rider pickup. No electronics, food or drink are allowed during this time.

If a student needs to contact his/her parent, they must ask permission from a faculty member to do so. Students who are repeatedly not picked up on time will have to wait in the office and a parent conference will be required to prevent future problems. A School Social Worker referral will be made if late pick-ups are chronic.

WALKERS

Traffic areas around the Chapel Hill campus are extremely dangerous. Students who walk to and/or from school must have a Walkers Permission Slip completed by the parent on file in the school office (forms may be obtained from the front office). Students should obey all safe traffic rules while walking. Walking to and/or from Chapel Hill Middle School is strongly discouraged.

MESSAGES/DELIVERIES/LUNCH TO STUDENTS

Deliveries from parents or outside vendors with items such as balloons, flowers and restaurant food are NOT permitted.

Parents are welcomed to bring and eat lunch with their individual student during his/her lunch time. Due to safety, health concerns and medical issues/allergies, parents are ONLY allowed to bring lunch to their OWN student(s). Parents are permitted to bring outside (restaurant) food to their student, but they must deliver it to their student in the cafeteria during his/her assigned lunch time. To clarify, bagged restaurant food may not be left in the office as a "forgotten lunch".

Students will not be called from class for instruments, forgotten homework/projects, lunches or money for events/after school activities. Students may check for forgotten lunches / instruments at the office on their way to the cafeteria. Homework will be dated / timed and placed in the teacher's mailbox.

Students are called to the office at the 8:25, 12:53 and 3:25 announcement times for emergency transportation messages. Frequent / Excessive transportation notes or changes will be addressed with the parent by the Administration. We are unable to accept any "change of transportation calls/notes" after 3:15 p.m.

LOCKERS

Lockers are provided for the convenience of students who wish to rent one. Unless requested by the teacher, students should never share their lockers with other students, and students should keep their locker combinations private.

The school cannot be responsible for items left in lockers. Lockers are issued to students as a service and for their convenience, but the security of the lockers cannot be guaranteed by the school. Valuables and money should not be brought to school and left in lockers. Additionally, lockers are not students' property and may be searched at any time by the administration without the students' consent. Students must report locker maintenance problems immediately (in writing) to the front office. Students will be responsible for the contents in their lockers. A locker fee is charged for maintenance of the locker and to assist with the purchase of student agenda books. If students vandalize or abuse their lockers, additional charges will be assessed. There will be no stickers, writing, or other defacing of the lockers. Students may not alter the mechanical lock on the locker. Altering a lock may result in loss of the locker privilege. Bookbags are not allowed in the classroom.

TELEPHONE USE

The school phones are for business purposes and are available to students for illness and emergency situations. Students must have a note from a teacher in order to use the office phone. Students will not be allowed to use the phone for such things as forgotten items not brought to the school or to get permission to go home with a friend. Also, arrangements to stay after school for any activity must be made before arriving at school. All school events will have a pre-arranged pick up time; therefore, phone calls to parents are not necessary.

CELL PHONES

CELL PHONES ARE NOT ALLOWED for non-instructional use. Sixth & seventh graders are not allowed to have electronics at CHMS or participate in BYOT. Eighth grade students in a BYOT class, may bring their device for instructional use under the direction of that teacher. Electronic devices will not be allowed on campus during State Testing or the last week of school. Cell phones and electronic devices being used inappropriately will be confiscated and the parent must pick them up from the main office. Inappropriate use of technology may result in a discipline referral.

TRANSPORTATION FOR AFTER-SCHOOL ACTIVITIES

When students are involved in activities that require after-school time, transportation must be arranged in advance. Students may not call home for money. The school provides no transportation for after-school club meetings

and practices. Please make arrangements to have your student picked up on time. **Student pick-up times are as follows:** **MONDAY Night HOME Football games:** Students should have a ride waiting on them by 8pm in front of the Chapel Hill HIGH SCHOOL stadium.

HOME Basketball games: Students must be *picked up by 7 p.m.* **FAILURE TO BE PICKED UP AT THE DESIGNATED TIME MAY RESULT IN SUSPENSION FROM FUTURE SCHOOL ACTIVITIES.**

BOOK BAGS

No rolling book bags will be allowed. No drawstring or gym bags are allowed in class- rooms or in the halls. Gym clothes must be transported in a small plastic or small open-top bag. Bookbags are not allowed in the classroom.

MEDICATION

In an effort to ensure the safety of students, all medication (prescription and non-prescription) must be delivered to the school office by the parent. In addition, the parent must sign a letter of permission allowing the office clerk to administer medication to your child. Medication must be in the original, childproof container. Prescription medications must be in the labeled prescription bottle. Containers will be sent home with the student when empty, however, the refilled medication must be returned by the parent.

Medication should be picked up by the parent on or before the last day of school or it will be discarded.

EVENTS

EIGHTH GRADE DANCE

The Eighth Grade Dance is open only to Chapel Hill Middle School eighth graders. Eighth grade students and parents will receive a letter with specific details closer to the May dance. In order to attend the eighth grade dance, a student must be counted present on that day. Additionally, the student must not have had an ISS or OSS assignment on the day of the dance. The school reserves the right to make a judgment in individual cases. Students with outstanding financial obligations to the school will not be permitted to purchase a dance ticket. Tickets are \$20 cash.

SPORTSFEST

The Chapel Hill Middle School Sportsfest is an after-school activity open to CHMS sixth, seventh and eighth graders. Tickets cost is \$25.00 with a \$5 discount for students paying cash (\$20). The fee includes participation in a pizza party, two basketball games and a dance. As a component of the CHMS Incentive Card program, all current incentive card holders at the time of the event may purchase a ticket on a special pre-sale date. All other tickets are sold during set days and are available on a first come, first served basis. Funds raised will be used to purchase equipment and supplies.

OLYMPICS AND FINAL EXAMS

Attendance for the last week of school is very important as final exams will be completed at this time. Please see the following reminders regarding the last week of school:

No bookbags, gym bags, or drawstring bags are allowed on campus during Olympic Days. No electronics are allowed during the last week of school. All teachers will have their students clean out their lockers by Friday before the last week of school.

Olympic Events are for CHMS students only. Family members / visitors are not permitted due to limited seating and safety precautions.

For student's Olympic Day where they will be outside from 8:45 until 12:00 students should abide by these

procedures: No gym bags or drawstring bags may be used. If your student needs a bag to transport their items in, a disposable grocery bag may be used.

Student may bring a towel to sit upon and one drink to consume outside. It is helpful if you write your student's name on the towel to avoid it being lost or confused with others. Students should bring water or a sports drink such as Gatorade. No carbonated drinks are allowed. All drinks must be in a plastic bottle with a sealed lid.

An Olympic Day schedule will be sent home prior to the last two weeks of school.

Students should be reminded that we do not write on any clothing worn to school, or on their body.

Parents, please note that final exams will be averaged into your student's grade and the final report card will be mailed home. Additionally, we hope that test results will be back in order for us to mail them with the report card. All students must have lunch fines, book fines and library fines paid in order to have their report card and test scores mailed home. End of the year fines must be paid using cash or money order. All agenda books will be turned in and collected by the Homeroom teacher.

ACADEMIC AWARDS CEREMONY

Chapel Hill Middle School hosts an academic awards ceremony each spring. Students making A or A/B honor rolls (**based on 9 weeks grades**) will receive an invitation. Honor roll status is determined by all grades on each nine-week report card. They will be recognized at this ceremony. Additionally, other awards may be given at this ceremony. Douglas County middle schools do not hold eighth grade graduation ceremonies.

OTHER INFORMATION

SOFT DRINKS, JUICE, ETC.

Drinks in glass or open containers are not allowed. Students may bring a canned drink, plastic bottle or juice box as part of their lunches. This will be the only time that drinks will be allowed. All drinks must be discarded before leaving the cafeteria. Large "family-sized" bags/boxes of chips, cookies, etc. are not allowed. Students should discard all open food / drink items prior to leaving the cafeteria. Students are not allowed to sell any items (food, candy, or other items) on school campus.

MONEY

Chapel Hill Middle School operates on a cash-preferred policy. Please send your student with the exact cash/change when possible. **Money is collected and receipted by our Homeroom Teachers or Activity Sponsors at the start of each school day. Office personnel CANNOT accept and receipt money during the school day.** Parents needing to provide lunch account money may sign in and visit the cafeteria manager to add money to a student's account.

LOST AND FOUND

Lost and found items will be located in the office. Parents, student names should be placed on items brought to school. When property is found, it should be returned to the owner or brought to the office. When an item is lost, it should be reported to the office and a description should be given. Unclaimed items will be turned over to a social agency on a monthly basis.

Drinks from the cafeteria may not be purchased for afternoon activities or the bus ride home. Drink machines in the school may only be used by students after the school day and with specific teacher permission.

MISCELLANEOUS

Be advised that personal grooming items are not allowed in the classroom, lunch- room, hallways or bus. Students should use personal grooming items (brushes, cologne, lotion, etc.) in the locker room or restroom only. Celebration crowns are not allowed due to the disruption of the learning environment.

FIELD TRIPS

Field trips are an integral part of the curriculum at CHMS. Students are required to ride transportation provided by the school to and from the trip site unless special permission has previously been granted by the CHMS administration. Students on field trips are subject to the Douglas County Discipline Code and CHMS school rules /

procedures. Students attending a field trip must be in good standing (academics, attendance and behavior based on the discretion of the CHMS Administration) at the time of the field trip. The student must have demonstrated the ability to maintain self-discipline prior to attending a field trip. Parents/Guardians may apply to act as field trip Chaperones. If selected, parents must ride School Transportation and are not allowed to bring additional family members, siblings or other guests.

SCHOOL SAFETY

To ensure the safety of students, the main doors have been equipped with a Buzz-In System. Visitors to CHMS should press the buzzer. When greeted, please state your name, your student's name and the reason for your visit. All tardy students and visitors must enter the front door. All doors have panic bars that enable students to exit the building through any door if there is an emergency and/or drill. Video cameras have been installed to enhance safety. A full time school resource officer is assigned to CHMS.

COUNSELING PROGRAM

Each grade level is assigned a counselor. If a parent would like to set up an appointment to see the counselor, or have the counselor speak to their student, they should call the school and they will be directed to the correct counselor. The CHMS Guidance department works with classroom guidance, individual student consultation and small group counseling. The counselors provide academic support services and work to help each CHMS student be as successful as possible.

POSITIVE BEHAVIORAL INTERVENTIONS AND SUPPORTS (PBIS) ~ WILDCAT INCENTIVE CARD PROGRAM

The CHMS PBIS (Incentive Card) program has been set up to recognize students for excellent work in grades, behavior and attendance. Students are recognized each 9 weeks and can earn incentives based on their grades, behavior and attendance.

MEDIA CENTER

The Media Center is open from 8:10 a.m.- 3:40 p.m. The Media Center has strict rules dealing with noise levels. Please be aware of this and do your part to make our Media Center a place for study and learning. Students who choose not to follow the guidelines will be sent back to class.

Students may visit the Media Center individually or in small groups (no more than 4). They must have a pass signed by their teacher. The pass must state the purpose of the visit. Media Center books may be checked out by students for a period of two weeks. Students will be allowed to check out 2 books at a time. Students will be charged overdue fines of \$.05 per day with a maximum of \$2.50 for late books. The cost of the book will be charged if the book is lost or dam-

aged. Students may print information using the computer. Cost is \$.10 per page.

The school store is located in the Media Center. It is open daily and has many of your school supply needs as well as Chapel Hill items.

READING PROGRAM

Each year, all CHMS students are expected to read books across the curriculum. This standard is intended to expose students to a variety of genres and subject matter. All CHMS students are expected to have an AR book with them in homeroom and all academic classes. Reading/ Foreign Language Teachers will assign frequent due dates for each student to read an AR book and take the computerized AR test. CHMS Foreign Language students will participate in the Dewey Decathlon. Students will read a variety of books from each section of the library and complete an AR test on each book. Students should take their library book home each night in order to stay current with their reading goals.

OBSERVATIONS/VISITATIONS

Parents and community members have opportunities for observing students in the educational setting through a number of established activities and events. Special events are scheduled to showcase student endeavors. Examples are: Academic bowls (spelling bee, geography bee), musical and dramatic presentations, art displays, athletic events, and awards ceremonies. Parents participate directly in the instructional program through PTSO, volunteer work, field trips, school advisory committees, and individual parent/teacher conferences. If parents wish to arrange individual classroom or school visitation, they will be provided the opportunity. Visitations should be limited to two class periods during the school day.

The following guidelines will be observed:

1. Make your request to the Administrator at least 24 hours prior to the requested visitation time. In your request, please state the purpose of the visit.
2. Sign in at the front office to receive your visitor's badge. You will then be escorted to your student's classroom.
3. During your visit, refrain from engaging the attention of teachers or students through conversation or other means.
4. Remain as inconspicuous to the instructional process as possible.
5. Return to the office at the end of your visit to check out and return your badge.
6. The CHMS Administration reserves the right to limit the frequency of observation days.

Lunch visitation-Parents/legal guardians may eat lunch with their student only. Parents should sign in at the office and obtain a lunch pass. Parents will be informed regarding a designated eating area. At the conclusion of your lunch visit, please return your DESIGNATED LUNCH PASS to the Administrator on lunch duty. If an administrator is not available, you will give the pass to the Resource Officer or a teacher on duty.

For the safety of the students, no unauthorized persons are allowed in the building without administrative approval. Students not enrolled at our school are not allowed to visit during the school day due to unnecessary classroom interruptions, which are detrimental to the learning process. Visitors are under the supervision of the administration while on campus. Any questions or concerns regarding your visit should be referred to the administration.

RECORDS REQUEST

Parents needing copies of records (report cards, shot records, etc) should make their request to the CHMS office in writing. Records requests will take up to 72 hours (3 business days) to fill. Records requests copies cost \$1 per copied page.

STUDENT WITHDRAWAL

Parents needing to withdraw their student from CHMS should contact the school office a minimum of 24 hours in advance of their anticipated withdrawal date. The process requires a full-days' time to complete. All student obligations (return books, pay fines) must be met before a student withdrawal can be completed. The enrolling parent must be the parent who signs the student withdrawal. Students moving / transferring over the summer will need their FINAL report card for the year (which is marked Promoted or Retained) in order to enroll at a new school. Douglas County middle schools do not complete "summer withdrawal forms" since the final report card indicates a student's next grade placement.

STUDENT BEHAVIOR

Students are expected to follow all rules, regulations, and procedures of the school. The Middle School Discipline Code is detailed in the back pages of this Student/Parent Handbook. The code includes guidelines for dealing with discipline offenses. Each student receives information about the Online Student Handbook on the first day that they enter the school year. Teachers review all of the contents and specifically address the offenses and consequences at the beginning of each year. All violations of law shall be referred to the school resource officer and proper law agencies by the school administration in addition to school consequences. Therefore, major

offenses may result in the student having charges filed against them by the Douglas County Sheriff's Department.

Students are responsible for their own behavior and must be aware of the consequences of their actions. Students who cause discipline problems at after school events may be banned from attending extra-curricular activities.

Each team or department will establish guidelines to deal with minor classroom offenses.

DETENTION POLICY

Detention hall times and dates are designated by teams or departments. If it becomes necessary for a teacher to assign a detention period, written notification will be issued to the student giving him/her at least a one-day notice. This advanced notice makes it possible to arrange transportation so the detention appointments can be kept. **THIS IS THE STUDENT'S RESPONSIBILITY.** Parents should contact the teacher assigning the detention with questions. Failure to serve detention will result in a discipline referral. Tardiness to detention will result in the student not getting credit for the detention. Morning Detention students should personally check-in with the adult on duty in the school cafeteria immediately upon arrival.

IN-SCHOOL SUSPENSION

The fundamental position of the Douglas County Schools is that students are responsible for their own behavior and that learning to behave appropriately is a necessary and vital element in their education. When behaviors disrupt the learning process, the student will be referred to school administrators.

In-School Suspension (ISS) is one of several options the Douglas County School System uses to manage student behavior. ISS is designed to provide an effective means of discipline while maintaining an educational program and counseling source for the student.

When a student is assigned to ISS, he is removed from class or classes and is assigned to a designated supervisor. A student assigned to ISS, OSS, or Alternative school is also prohibited from attending all school sponsored activities during their assignment.

The three basic purposes of ISS are:

To isolate students from peers in a controlled setting. While in ISS, the student will be restricted to completing academic assignments, follow strictly enforced rules, and have minimal contact with other students. Students are counted present.

To help students continue academic progress while being isolated from the classroom. The regular classroom teacher checks on the student each day to make sure assignments are understood and progress is being made.

To teach students appropriate behavior by identifying inappropriate behavior and providing practice in modeling appropriate behavior.

When a student is assigned to the opportunity room, he is removed from class for a short period of time and reports to a designated supervisor.

STUDENT INSURANCE

DCSS does not provide Health Insurance to students. However, we do send home information the 1st day of school, providing you the opportunity to purchase Health insurance for your student through a private provider.

CHAPEL HILL MIDDLE SCHOOL CLUBS

ART HONOR SOCIETY

The CHMS Art Honor Society functions as a service organization at CHMS. Students are invited to apply based on art skills and interest. Students participate in making murals throughout the building and developing art-based community service projects. Sponsor: Mrs. Chambers

BAND

Sixth graders interested in band will be tested in the first two weeks of school and will begin band within the first month of school. There is a football Pep band and a basketball Pep band. The pep bands play at CHMS sporting events. Band students also perform at band festivals and give concerts throughout the year. Sponsor: Mr. Nicolas Chambers

CHORUS

The sixth grade chorus begins during the first month of school. Students interested in chorus will sign up with the chorus teacher during the first two weeks of school. Sixth grade chorus students will perform several times during the school year. The seventh and eighth grade chorus performs throughout the year. Selected chorus students also perform in a Spring Musical and a Spring Cabaret Concert. Sponsor: Mr. Elliott

CHMS GROUNDS CREW

Seventh grade students interested in community services and helping to serve at CHMS may apply to be a CHMS Grounds Crew member. These students apply at the end of the seventh grade year and serve during their eighth grade year. Students help with campus beautification, special

event set up, and various community service projects at CHMS. Sponsor: Mr. Graham

JUNIOR BETA CLUB

Jr. Beta is a club for students in 5th through 8th grade. Membership in the CHMS Chapter of the Jr. Beta Club is earned through exceptional achievement and behavior. Students with all A's and B's in academics and all S's in behavior are eligible to become a member. Students are invited to join after the first semester for new membership. Students complete service projects throughout the year. They may also participate in fund-raising activities. Some past projects include stocking drives at Christmas, Valentine's flower and candy delivery and Easter basket giveaways for hospitalized and needy children. The students also organize in committees for school service activities. Sponsors: Mrs. Boyles

STUDENT COUNCIL

Student Council is made up of 6th, 7th and 8th grade representatives. It is the only club in the school that membership is by peer election. Each homeroom elects a representative. The organization focuses on service projects that benefit the school and community. Projects Student Council sponsors are the Thanksgiving food drive, spirit chain to raise money for outside picnic tables, school sign and landscaping and sponsorship for families in need at the holidays. Sponsors: CHMS Counselors

SPANISH CLUB

The Spanish Club is open to 7th and 8th graders who are enrolled in Spanish. The club meets several times during the school year. They celebrate Hispanic holidays and have special guests who share their cultures and customs with them. The dues are \$5/year. Sponsor: Mrs. Chong & Mrs. Polit-Collier

FRENCH CLUB

The French Club is open to any 7th and 8th grade French student. Dues are \$5 which contributes to their activities. They meet once a month and have an event once a quarter. The French club studies French culture. They have various food tasting days and celebrate special French holidays such as Mardi Gras.

WCAT NEWS

The WCAT News is open to students who are interested in media productions. Students interested in WCAT News may apply in September. Student activities include filming the weekly WCAT News and interview students and faculty members. Sponsor: Mr. Wilson

WILDCAT ROAD RUNNERS

Wildcat running club is open to all sixth grade students who are interested in running. The running club will begin in the

fall. Students will have the opportunity to practice weekly throughout the warm months of the year. Student races will be planned and members of the Wildcat Running Club may participate. Sponsor: Coaches Lougher & Maske

WILDCAT TOUR GUIDES

Students interested in being ambassadors for CHMS may apply to be a Wildcat Tour Guide. Tour Guide applications are accepted during first semester. Tour Guides work to learn about CHMS and serve as buddies to new students and/or tour new parents throughout the CHMS campus. Sponsor: Dr. Morris

READING BOWL CLUB

Sixth, seventh and eighth grade students may participate in the Reading Club. This club meets after school several times a month. Students have the opportunity to participate in the TOME Society Reading Bowl. Sponsor: Mrs. Whitfield

SCRABBLE CLUB

CHMS Students may participate in the Scrabble Club. Students generally meet weekly to play Scrabble and host various challenges and games during club meetings. Meetings occur before school each week. Sponsor: Mrs. Elise Keeney

YEARBOOK CLUB

The CHMS Yearbook Club is open to sixth, seventh and eighth graders. Students work to assist with creating the CHMS Yearbook. Students take pictures at school events and help with yearbook sales / distribution. Sponsor: Mrs. Maxine Allen

4-H CLUB

The CHMS 4H club is open to sixth, seventh and eighth graders. The mission of 4-H is to empower youth to reach their full potential, working and learning in partnership with caring adults. Head, Heart, Hands, and Health are the four Hs in 4-H, and they are the four values members work on through fun and engaging programs. Sponsor: Mrs. Minnis-Arnold

QUIZ BOWL CLUB

The CHMS Quiz Bowl club is open to sixth, seventh and eighth graders. Students have the opportunity to participate in school-based and PAGE regional competitions. Sponsor: Mrs. Elise Keeney

SPORTS PROGRAMS

Chapel Hill offers interscholastic teams in football, basketball, track, softball, soccer and cheerleading. Students in the 6th, 7th and 8th grades may participate in competition. Players must meet grade requirements and have a current physical on file at CHMS. Students must meet all eligibility requirements in order to try out or participate in a sport. Football and softball tryouts begin on the second day of school. Basketball tryouts are held in October /November and both track and soccer begin in February. Cheerleading tryouts are held in May for the following year.

Note: Athletic Physicals are not the same as school immunization reports. Students interested in trying out for an athletic team must have the specific Participation Physical Evaluation form completed and on file with the office prior to trying out for the sport. The specific physical form is available from the CHMS office and on our web page.

CHEERLEADING—Basketball and Football

Cheerleading is a sport available for any 6th, 7th or 8th grader who qualifies by having a physical evaluation and academic eligibility. Tryouts are held in May for the upcoming year. The clinic usually lasts two or three days with the fourth day being a tryout day. Students are judged on ability, enthusiasm, and teacher evaluations. The football season runs from August until October and basketball season runs from November until February with generally one or two practice days a week and one or two games a week. A full list of rules is available upon request.

SOFTBALL

Softball tryouts begin the 2nd day of school. Sixth, seventh and eighth grade girls who are eligible and have a physical may try out. The season consists of 10 games and a tournament. The County tournament concludes the season in mid-October.

FOOTBALL

Football tryouts begin the 2nd day of school. Sixth, seventh and eighth graders who are eligible and have a current physical may try out. The season consists of 7 regular season games and play-offs. Participation in CHMS football builds both skills and discipline. The team practices 4-5 days a week and games are on Monday evenings.

TRACK AND FIELD

Track at CHMS is offered 6th, 7th and 8th graders. In order to be eligible, athletes can only fail one subject the previous semester. Athletes must also have a current physical on file (good for one year). Track tryouts are usually conducted in late February or early March. The first meet

is usually run in mid-March. The team participates in seven regular season meets that include two invitationals and the Douglas County Middle School Championship Meet. Athletes making the team may purchase a uniform for a cost of \$25 to \$30. Athletes keep these uniforms.

BASKETBALL

The basketball program consists of four teams. These teams are for 6th, 7th and 8th grade boys and girls. Academic eligibility requirements for participating are based on grades from the previous semester before tryouts. The student trying out must also have a current physical on file with an approval rating. Basketball tryouts start the middle of November. The season ends the last week of February. Eighth grade plays 14 games plus the tournament. Seventh grade plays 14 games plus the tournament. There is no cost to play on either team. However, players have the option to purchase a warm-up suit at an average cost of \$50 which they get to keep.

SOCCER

The soccer program consists of two teams. These teams are for 6th, 7th and 8th grade boys and girls. Academic eligibility requirements for participating are based on grades from the previous semester before tryouts. The student trying out must also have a current physical on file with the front office. The season consists of 7 games played in early spring.

