

Lakeview Middle School

Parent Agenda and Handbook 2018-2019

Mrs. Latonia Copeland, Principal 355-6410

Mr. Byron Hardy, Administrative Assistant 355-6414

Mrs. Cindy Wade, Assistant Principal-355-6412

Mrs. Alexis Wilkins, Assistant Principal 355-6420

Mrs. Lillie Duncan, Parent Coordinator 355-6426

Sharon Odom, Lead Counselor 355-6432



3801 Old Buncombe Road

Greenville, SC 29617

(864) 355-6400

Fax: (864) 355-6416

School Web Site: <http://www.greenville.k12.sc.us/lakeview>

The School District of Greenville County does not discriminate on the basis of age, race, sex, color, handicap, religion, or national origin in its dealings with employees, students, and the general public, applicants for employment, educational programs, activities, or access to facilities.

A MESSAGE FROM THE PRINCIPAL

Dear Parents/Guardians:

Welcome to Lakeview Middle School to all of our new and returning parents for the 2018-2019 school year. I will support your child every school day, to ensure that they reach their highest potential this school year. It is our pleasure to provide you with this agenda to help you organize and plan for with your child for their school days during this school year.

Parents, we encourage you to use this agenda to better communicate with your child and anyone here at Lakeview. You will also find several policies and regulations that have been established and must be followed in order for Lakeview to continue to be an excellent school and to allow for your child's experience here to be successful and enjoyable.

We know that every family can experience school success; be assured that this is our primary goal. We will meet this goal through our positive behavior model ROAR! ROAR stands for Respect, Ownership, Acceptance, and Recognition. We will exemplify these characteristics in all that we do and will celebrate our successes along the way!

So, let's *ROAR* into a great school year, **on purpose, TOGETHER!**

Latonia Copeland
Principal

LAKEVIEW MIDDLE SCHOOL MISSION STATEMENT

The mission of Lakeview Middle School is to prepare our student body to become independent, lifelong learners, and responsible, productive citizens by providing quality educational experiences in a safe, nurturing environment so they may succeed in a global community.

LAKEVIEW MIDDLE SCHOOL VISION

Every Student, Every Teacher, Every Family, EVERYONE, Every Day!

LAKEVIEW MIDDLE SCHOOL MOTTO

The motto of Lakeview Middle School is Together Everyone Accomplishes More- TEAM!



***OnTrack Greenville* MIDDLE GRADES SUCCESS INITIATIVE**

Lakeview Middle School is a proud recipient of the *OnTrack Greenville* Middle Grades Success Initiative. Supported by the federal Social Innovation Fund grant, *OnTrack Greenville* is a community-wide initiative of various stakeholders to ensure all middle school youth stay engaged and on track towards high school graduation.

The initiative will implement several comprehensive-evidence-based strategies and programs to support the specific needs of Lakeview students and their families in the areas of attendance, behavior, and course performance through the implementation of an Early Warning and Response System.

For additional information and updates, access www.OnTrackGreenville.org.

SCHOOL POLICIES AND PROCEDURES

ARRIVAL TIME

The school day for Lakeview Middle School students will be from 8:30 a.m. to 3:20 p.m.

Students should not arrive at the school before 7:30 a.m., at which time supervision will be provided.

All students should report directly to the designated holding area until 7:55 a.m. dismissal, at which time students will report directly to first period. Students are expected to be in their first class when the 8:30 a.m. bell rings.

Teachers desiring students to report to their classrooms during Breakfast in the Classroom should provide the student(s) with a written pass the previous day. Students without written passes will not be allowed to leave the designated area.

ARRIVING LATE/TARDINESS

TO SCHOOL:

All students arriving in the building after 8:30 a.m. must report to the front office for a tardy pass.

Bus riders will receive a "LATE BUS" PASS and will be able to eat breakfast and get to their first class.

Car riders will receive an "excused" or "unexcused tardy pass. Unexcused tardies will result in disciplinary actions. (NOTE: Excessive tardiness may result in suspension from school.)

TO CLASS:

Students are allowed four minutes for change of classes and they should be prompt in reporting. Teachers will handle class tardies or other regularities in a manner that is most effective for the student concerned.

The tardy policy is listed below:

1st Offense- Warning

2nd Offense-Parent contact

3rd Offense- Detention assigned by teacher

4th Offense and Beyond- Referral to administrator

DISMISSAL TIME

School is dismissed at 3:20 p.m. All students will remain in their classrooms until confirmation is given to be dismissed. Students will travel the designated routes set forth by administration to exit the building. All students should be picked up by 3:45 p.m. unless a teacher is supervising the student.

Students must dismiss according to the information documented on their transportation form. If a change is requested, parent or guardian must provide a note, including a phone number, that morning and it must be pre-approved by the principal. The request must be given to the front office immediately upon the student's arrival.

ATTENDANCE:

The School District of Greenville County has adopted uniform rules to assure that students attend school regularly. Students are counted present only when they are actually in school, on homebound instruction, or at an activity authorized by the school principal.

- I. The school year consists of 180 school days. To receive credit, students must attend at least 85 of each 90-day semester course and at least 170 days of each 180-day year course, as well as, meet all minimum requirements for each course. Accrued student absences may not exceed ten (10) days during the school year. Any absence in excess of ten (10) days may cause the student to lose credit for the year.
- II. Because 170 days are the minimum required by the state, the first ten (10) absences may be lawful, unlawful, or a combination. All absences, beginning with the eleventh (11th), must be lawful and will be excused if they fall within the following guidelines:

A. LAWFUL ABSENCES

1. Personal illness of a child verified by a statement from a physician within two (2) days of the student's return to school. Absences for chronic or extended illness will be approved only by a physician's statement (includes appointments).
2. Serious illness or death of a family member verified by a statement from the parent within two (2) days of the student's return to school.
3. Absences for religious holidays when approved in advance. Such request must be made to the principal in writing.
4. Absences for extreme hardships approved by the principal. Such approval should be prearranged when possible.

B. UNLAWFUL ABSENCES


1. Any student absence, with or without the knowledge of a parent, which does not meet the conditions for a lawful absence shall be counted as unlawful and will not be excused.
2. Truancy becomes a part of a student's record if the student has three (3) consecutive unlawful absences or a total of five (5) unlawful absences (S.C. Code of Regulations- Chapter 43-274).

C. MAKE-UP WORK

1. Provision for make-up of schoolwork missed during excused absences shall be worked out with the individual teacher(s) at the earliest time possible, but should not exceed five (5) school days after the student returns to school.
2. Make-up schoolwork missed during the unexcused absences may be approved only with the permission of the principal after consultation with the teacher(s) concerned.

On the day of returning to school after an absence, the student should report to the front office with a note from the parent or guardian regarding the absence. The attendance clerk will issue an admission slip indicating the status of the absence (excused/unexcused).

BEHAVIOR SPECIALIST

A behavior specialist will be available to  students to provide mental health services, one-on-one support, and offer community service resources to students and parents.

BICYCLES

All bicycles should be parked in the bike rack. Bicycles should be locked with chains and locks. Students will not be permitted to loiter around the bicycles.

BREAKFAST IN CLASSROOM (BIC)

Breakfast will be served each morning from 7:30 a.m. to 8:25 a.m. Students arriving prior to 7:55 a.m. will eat their breakfast in the cafeteria. Students arriving after 7:55 a.m. will pick up their breakfast in the cafeteria and report directly to class.

BUS REGULATIONS

In order to insure the safety of all students riding buses in Greenville County Schools, appropriate behavior is required for all students. Transportation to and from school is an extension of the classroom and should be considered part of the school day. The issue of safety requires students to be on their best behavior while on school buses or vehicles. Violations of school bus rules will be addressed in the manner listed below:

Level I Offenses - Disorderly Conduct

- Refusing to follow driver directions
- Getting on or off the bus at an unauthorized stop without permission
- Standing or sitting improperly while the bus is moving
- Riding the wrong bus without permission from the principal
- General horseplay
- Making loud noises
- Profanity/Obscene Gestures
- Littering
- Possession of tobacco products, e-cigarettes or vaping devices
- Delaying bus services by tardiness, loitering, etc.

Level I Consequences

- 1st Referral -- Warning and parent contact
- 2nd Referral -- ISS, parent contact and/or one (1) day bus suspension
- 3rd Referral -- Suspended from bus three (3) days and parent conference
- 4th Referral -- Suspended from bus up to five (5) days and parent conference
- Additional Level 1 referrals will result in administrative review and may be accelerated to a Level II offense

Level II Offenses

- Use of tobacco products, e- cigarettes, or vaping devices
- Throwing objects out of bus
- Profanity directed at staff
- Rude, discourteous behavior directed at staff
- Vandalism [restitution may be required]
- Harassing, threatening or Intimidating another student
- Fighting
- Stealing
- Inappropriate verbal or physical conduct of a sexual nature
- Other safety violations that may interfere with the safe operation of the school bus

Level II Consequences

- 1st Referral -- Suspension from bus up to ten (10) days and parent conference
- 2nd Referral -- Suspension from bus ten (10) days and parent conference
- 3rd Referral -- Suspension from bus thirty (30) days, possible removal and parent conference

Level III Offenses

- Possession, use or transfer of weapons
- Sexual offenses (which include sexual acts that do not result in criminal offense)
- Arson
- Impeding the operation of a school bus
- Distribution, sale, purchase, use or being under the influence of alcohol or controlled substance
- Threatening to take the life of or inflict bodily harm to a school employee
- Ganging
- Bomb threat

Level III Consequences

- Any referral - Minimum thirty (30) days suspension from bus and possible removal from bus for remainder of school year and parent conference.

School administration has the authority to upgrade a Level I offense to a Level II offense or a Level II offense to a Level III offense if the infraction seriously jeopardizes the health and/or safety of others.

CELL PHONES/ELECTRONIC DEVICES

Cell phones must be off and kept in a locker or book bag at all times. Any students who violate this policy will face the following:

1st Offense- Warning

2nd Offense- Student will serve a teacher detention

3rd Offense- Student will receive a referral and serve a principal detention

4th Offense or more- Student will receive a referral and assigned a day of ISS.

CHANGE OF ADDRESS

If a student moves during the summer or if he or she moves during the school year, they should report changes of address and phone numbers to the appropriate counselor and to the nurse. Accurate addresses and phone numbers are needed in case of emergencies. The school should have an up-to-date address and phone for each student's parents at all time.

CHROMEBOOKS

Each individual student will have the opportunity to have a personal learning device (Chromebook) assigned to them for usage for the school year. Students will be responsible for paying the \$5 technology fee prior to the Chromebook being issued.

COMMUNITIES IN SCHOOLS



Lakeview Middle will have three (one per grade level) Communities In Schools Student Support Specialists. These specialists will provide targeted case management, coordinating activities and services for physical and social-emotional growth, coordinate human service partnerships, parenting support, behavioral interventions, and community referrals.

DRESS CODE

The following basic guidelines will be followed at all times at Lakeview Middle School:

UNIFORM DRESS CODE SHIRTS:

- Colors- Orange, Blue, Pink, Black, and White.
- All shirts must have a collar and sleeves (i.e. oxford shirts, polo/ golf shirts). The only logos allowed on shirts are small logos that reflect the maker of the shirt and can be no larger than one square inch.
- Middle or high school garments (i.e. jerseys) may only be worn on the days when students are participating in extracurricular activities at the middle or high school, and they must be worn over the uniform dress code shirt.
- Tucking, Layering Shirts must remain tucked in at all times while on campus and during field trips. T-shirts, long-sleeved shirts, or camisoles worn under collared shirts must also be a solid color.
- Collars must be visible. No low-cut shirts are allowed.

UNIFORM DRESS CODE PANTS, SHORTS, SKIRTS:

- Solid Khaki ONLY (denim of any color may NOT be worn)
- Belts should be worn with pants, shorts and skirts that were manufactured with belt loops.
- Pants, shorts and skirts must be worn at the waistline. Pants and shorts cannot bag, sag or drag.
- Shorts and skirts must be knee length.
- No overalls, jeggings, stretch pants, Yoga pants, knit pants with drawstrings, sweatpants or other athletic pants or shorts are allowed to be worn.
- Pants, shorts and skirts may not contain holes, frays, or patchwork.
- Leggings are allowed to be worn under skirts or shorts provided the shorts or skirts are knee-length. Leggings must be one of the uniform.

ACCESSORIES:

The following items are **NOT** permitted to be worn or to have in possession while on campus:

- Hats, bandannas, "do rags," sweat bands/headbands or sunglasses that pose a safety threat to oneself or others
- Bedroom slippers or athletic slides
- Jewelry or tattoos that display profanity/suggestive phrases or advertise tobacco, drugs, or sex.

COATS/SWEATERS/SWEATSHIRTS:

- Coats with symbols, writing or pictures may be worn to school as long as the content does not display profanity, suggestive phrases or advertise tobacco, drugs or sex.
- Coats must be removed and placed in student lockers upon arrival to the grade-level halls.
- If sweaters and sweatshirts are to be worn for the entire school day, they must be worn over the collared shirt and must be a solid approved dress code shirt color with no large logo or writing. Collars must be visible. No hoodies are allowed.

The administration will make the final judgment on the appropriateness of the clothing and/or appearance and reserves the right to prohibit the student from wearing any article of clothing or item which could possibly lead to the disruption or interference with the school environment. If student attire is deemed inappropriate, he or she will be sent to the office to contact a parent to bring a change of clothes. Continuous dress code violations may result in disciplinary actions.

EARLY DISMISSAL

Early dismissals will occur only at the end of a class period in order to avoid excessive class disruption. The student who needs an early dismissal will bring a note written and signed by a parent or guardian to the main office before 8:45 a.m. The note must contain the following information: date, name of the student, time of dismissal, reason for dismissal, name of the person picking up the student, telephone number, where the parent can be reached for verification, and signature of the parent.

The parent or guardian will be required to come into the office to sign the dismissal sheet. If anyone other than the parent/guardian comes to pick up the student, identification will be necessary before the student is permitted to leave.

No early dismissals are allowed after 2:30 p.m.

GRADE REPORTS

PROGRESS REPORTS

Progress reports will be sent home to parents in the middle of each nine-week period.

REPORT CARDS

Report cards will be sent home to parents at the end of each nine-week period. Parents are invited to visit the school or otherwise communicate with the principal, counselors, and teachers for a discussion of any problems having to do with the student's progress.

GRADING SYSTEM

The grading scale is as follows

**A= 90-100; B= 80-89; C= 70-79;
D= 60-69; F= 50-59**

GUIDANCE SERVICES

Guidance counselors are available at Lakeview Middle School for conferences with students and parents and to provide information and assistance with regard to the school program. Parents may call the guidance department at 355-6429 or 355-6432 to arrange for a conference.

HEALTH ROOM

Students should notify their teacher if they are ill or injured. The teacher will then issue a pass to go to the health room.

The Health Room is opened from 8 a.m. to 3:30 p.m. Basic first aid and illness care are provided as needed on a short term basis, and if necessary, the parent/guardian will be called to pick the student up from school. If it is an emergency and the parent cannot be reached, Emergency Contacts listed will be called. While in the Health Room, students are expected to follow the directions of the School Nurse. If the student has excessive Health Room visits, parents will be contacted.

AT NO TIME CAN A STUDENT BRING MEDICATION OF ANY KIND TO SCHOOL. All medications, prescriptions or over-the-counter, must be brought to school by the parent or guardian in its original container. No medication

will be given without proper documentation from the parent/guardian of the child. NO MEDICATIONS CAN BE HELD IN THE HEALTH ROOM UNTIL THE APPROPRIATE FORMS ARE COMPLETE. Please contact the School Nurse at 355-6407 for information on forms required for the student.

If a student has to leave school due to illness, the student must be signed out by a parent or designee.

SCHOOL-BASED HEALTH (Greenville Hospital System)



CLINIC

Greenville Hospital System will be operating a School-Based Health Clinic. The Health Center is design to provide non-emergent acute care visits for students including illness diagnosis and medication prescriptions.

NOTE: This Greenville Hospital School-Based Health Clinic is a separate entity from the Lakeview Middle Health Room.

HOMEWORK

Homework is assigned to students on a regular basis as a way to supplement and strengthen students' regular class work. Homework is a part of the student's grade and the student is responsible for completing and submitting it. Parents of a student who is ill and will be absent from school three or more consecutive days may request assignments by contacting the student's teacher.

ID BADGES

ID badges must be worn by all students during regular school hours. ID badges must be clearly visible and must be worn around the neck. ID badges must be in the possession of the student to whom it is issued. Students will be given an initial ID badge and one lanyard at the beginning of the school year. In the event a student fails to bring their ID badge to school, the student will be issued a temporary ID and will be assigned a disciplinary consequence. If an ID badge is lost or defaced, students will have to purchase a replacement ID at a cost of \$5.00. Additionally, a cost of a replacement lanyard will be \$1.00. Excessive ID violations will result in the student being assigned the following consequences:

- 1st – 4th Offenses- Warning
- 5th – 6th Offenses- Teacher Detention
- 7th – 9th Offenses- ISS
- 10th Offense and More- Referral

INCLEMENT WEATHER

When severe weather creates hazardous conditions, the regular school schedule may be suspended to ensure students' safety. It is the parent's/guardian's responsibility to monitor news reports via television and radio stations. Announcements are usually made by 6:00 a.m.

2 Hour Delay- The official school start time will be two hours after normal school hours. The school building will open to students and staff two hours after normal school hours. Bus transportation will run on a two-hour delay.

3 Hour Delay- The official school start time will be three hours after normal school hours. The school building will open to students (car riders, walkers) and staff at regular school hour. Bus transportation will run on a three-hour delay.

LOCKERS

At the beginning of the school year, each student will be assigned a locker. Students will be given the combination and are urged to memorize the combination and refrain from sharing it with other students. Students will be responsible for all articles in the lockers.

Because lockers are school property, the administrators retain the right to inspect lockers from time to time to prevent abuse.

LOST AND FOUND

Any article found on school grounds should be turned in to the front office. Students claiming items found may have the item returned by checking with the office and making proper identification.

All lost and found items not claimed by the end of the year will be discarded or given to a charitable organization.

MEDIA CENTER

The media center is opened from 7:45 a.m. to 3:30 p.m. daily. All students must have a pass from a teacher when visiting the library. Students who want to visit the media center on a regular basis may obtain a permanent media center pass from the Media Specialist.

Students are to demonstrate appropriate behavior and courtesy when using the media center. No student may check out materials and/or books for another student. The book(s) are the responsibility of the student who checked them out and should be treated with care and respect.

Books may be checked out two books at a time and can be kept for up to two weeks. Books that are not on hold for another student may be renewed twice.

NON-STUDENTS ON GROUNDS

The principal is empowered to take appropriate action against non-students who invade the building, grounds, or other school property. Such action will include the right to call in the police or other authorities and serve out warrants.

OFFICE TELEPHONE

The telephone in the main office are for school business, and therefore, may not be used by students, unless in the case of an emergency.

PARENT RESOURCE CENTER

The Parent Resource Center is available to all parents from 8:15 a.m. to 4:00 p.m. daily. This center is designed specifically for our parents with computers and a large selection of resources that can help with supporting students in various areas. Contact our Parent Coordinator, at 355-6426 for questions or to plan a visit.

PROMOTION AND RETENTION

All middle school students must pass all required academic subjects and related arts courses during the regular term or during summer school in order to be promoted to the next grade. The required academic subjects are English language arts, math, science, and social studies.

REPORTING BULLYING, DISCRIMINATION, HARASSMENT, AND INTIMIDATION

The District is committed to fostering an environment that both promotes learning and prevents disruptions in the educational process. Accordingly, the District prohibits all forms of bullying, discrimination, harassment or intimidation. As provided in Board Policy and Administrative Rule JCDAG, students and parents may file a report of bullying, discrimination, harassment or intimidation by other students, employees of the District, or third parties involved in the school setting.

All reports should be filed with the principal or his or her designee. Reports may also be filed by a student's parent. If the allegation is against the school's administration, the student or parent should file a report directly with the District's Parent Resource Representative. (See Policy JA for contact information). Anonymous reports may be made, but those reports must provide the District with adequate information in order to begin an investigation.

Investigations and Consequences

All reports will be investigated promptly, thoroughly and confidentially. The investigation shall include appropriate steps to determine what occurred and to take actions reasonably calculated to end the harassment, intimidation or bullying and prevent such misconduct from occurring again. The student and his/her parent shall be informed of the results of the investigation and shall be advised how to report any subsequent problems. However, any discipline of students or staff shall remain confidential.

If the investigation determines that inappropriate conduct has occurred, the administration shall take reasonable, timely, age-appropriate and effective corrective action. Examples of corrective action include, but are not limited to, disciplinary action against the aggressor, up to and including termination of an employee or expulsion of student.

The District prohibits retaliation or reprisal in any form against a student or employee who has filed a report. The District also prohibits any person from falsely accusing another person.

Appeals

Notification of the outcome of the investigation will be issued in writing to the complainant and the complainant will be informed of the right to appeal. An appeal related to disability discrimination or harassment should be made to the District's 504 Coordinator. An appeal regarding color, race, or national origin should be made to the District's Title VI Coordinator. An appeal regarding sexual harassment, or gender discrimination should be made to the District's Title IX Coordinator. (See Policy JA for contact information). A complainant may then appeal the decision of the coordinator to the Superintendent of his or her designee.

For a complete copy of the District's Policy, Administrative Rule, and report form referenced above, please see the online link below to the Greenville County Schools Board Policies and Administrative Rules. You may also receive a copy of the Policy JCDAG, Administrative Rule JCDAG, or report from your school upon request.

<http://www.boarddocs.com/sc/greenville/Board.nsf/Public#>

SCHOOL EVENTS

Lakeview Middle will hold several school-sponsored events throughout the year. ONLY Lakeview students may attend these events unless it is specifically opened to the public. Students must be picked up immediately after the event in order to be allowed to attend future events.

SCHOOL FIELD TRIPS

Off-campus school-sponsored activities must be substantiated with a written permission slip (form given to students by the teacher or sponsor) signed by the parent/guardian. Students are under the district's code of conduct when on school-sponsored trips. Students are responsible for worked missed during field trips.

SCHOOL INSURANCE

Insurance will be offered to students for school-time protection and for twenty-four (24) hour protection.

The insurance for each student becomes effective when the insurance company receives the student's application with payment.

The school's responsibility for this insurance program is one of service. The school will provide the claim forms and complete the school's portion. All other matters relating to claims, including mailing of claims, are the responsibility of the family and the insurance company. Should there be any questions relating to the policy, the parent must contact the insurance company at the toll free number that will be provided.

SCHOOL SAFETY

Lakeview Middle School has procedures and guidelines in place for various safety-related and crisis situations. Lakeview Middle School practices these procedures throughout the year to better ensure school safety.

STUDENT GOVERNMENT

The Student Government Association (SGA) is comprised of an elected body of students serving in the following positions: President, Vice-President, Treasurer, Secretary, 6th grade representatives (2), 7th grade representatives (2), and 8th grade representatives. The vision for SGA is to represent Lakeview Middle by demonstrating strong character (personal and social), positive leadership, and academic success. Elections for governing positions for the school year will take place in August/September and officials meet on a weekly basis.

SPORTS

(Volleyball-Girls; Basketball-Girls/Boys; Softball-Girls; Baseball-Boys; Soccer-Girls/Boys)

Seventh and eighth grade students have the opportunity to participate in interscholastic athletics. The purpose of each of these teams is to provide students with the opportunity to better themselves physically and socially by participating in a team environment.

Tryouts for volleyball are held in August; for basketball, in November; for baseball, soccer, and softball, in February. Requirements for tryouts include the following:

- Student must have been promoted to the next grade.
- Passed ALL classes from the previous nine weeks.

Students selected to a sport teams, must maintain a 60 average in all classes throughout the season. If at any time a student's grade drops below a 70, the student will be placed on probation and not allowed to participate in competition until the grade has improved to a 60 or above.

Greenville County Schools requires a purchase of sport insurance. The cost for middle school is \$32. If a student participates on a high school team, the cost is \$55. Before a student is allowed to compete, they must have paid insurance and turned in all necessary risk forms, the Lakeview Middle School Athletic Code of Conduct Agreement, and the trainer release so an athlete can be seen by a trainer in case of injury.

The Greenville County School's Code of Conduct for extracurricular activities as well as the South Carolina High School League guidelines for middle school sports will be in place for participation.

The following actions will be taken for discipline problems:

- **Detention** - Loss of playing time for the next contest and conditioning will be given by the coach.
- **ISS** - each assignment of In-School Suspension will result in a one game suspension. The athlete will not be allowed to dress but must sit with and support their team during competition.
- **OSS (5 days or less)** - 2 game suspension upon return. The athlete cannot practice or attend games until admitted back into school. The athlete will not be allowed to dress but must sit with and support their team during competition upon returning to school.
- **OSS (Over 5 days)** - suspended for the entire season.
- **OSS (3 or more separate incidents)** - The athlete will be suspended from athletics for the entire school year.

A student or parent may appeal any decision under this code of conduct by turning in a written document to the principal within 5 days of the decision. The principal's decision is final.

Finally, the coach has the right, at any time, to permanently dismiss any student from the team who does not uphold the standards set forth by the code of conduct.

TITLE I

Lakeview Middle School is proud to be a Title I school. Title I is a federally funded program designed to provide additional educational opportunities for our students. The School Improvement/Title I Planning meetings are held once a month to discuss the allocation of funds. Parent participation is strongly encouraged. Contact our Title I Coordinator at 355-6400 for additional information.

TECHNOLOGY USE

Computers and other technology systems are provided to enhance the educational experiences of students. With the opportunity to use school technology, the student has the responsibility to follow the guidelines set forth by the District's Acceptable Use Policy. Students will be held liable for violations of school, district, state, or federal law. Improper use of computers includes, but not limited to:

- Sending or displaying offensive messages or pictures.
- Using obscene language.
- Changing default settings of any technology system.
- Damaging computers, computer systems, or computer networks.
- Violating copyright laws.
- Using the password of others.
- Trespassing in another person's work, files, or folders.
- Using the resources for personal buying, selling, or commercial enterprises.

Parents/Guardians who do not wish for their student to have Internet access, must submit the appropriate form (provided by the school) denying access.

TEXTBOOKS

The state provides free use of textbooks to all students. Under the system's guidelines, students must handle and use the textbooks with care. A student who is responsible for damage to a textbook (above normal wear and tear) may elect to pay the cost of the textbook and gain ownership of the book. Students may be assessed a fee if the textbook is damaged. Report cards may be held if a student owes fees for lost or damaged textbooks.

TRANSFERS OR WITHDRAWALS

If for some reason a student is unable to continue his/her education at Lakeview Middle School, the parents/guardian will need to visit the front office so that the proper paperwork for clearance can be processed.

No student records will be released or forwarded to another school until the proper check-out procedures have been completed.

No student will be allowed to attend Lakeview Middle School without the proper notification of transfer.

USE OF TOBACCO

The Board of Trustee of Greenville County Schools forbids the use of any tobacco products (cigarettes snuff, chewing tobacco, etc.) by students or adults on school grounds.

Appropriate action will be taken against persons who violate this policy.

VALUABLES

Do not bring money or other valuables that will be out of your sight during the day. The school does not assume responsibility for lost or stolen articles. Any item that is stolen should be reported to your teacher or the office personnel immediately.

VISITORS ON CAMPUS

- Any person who wishes to visit the school for any reason must report to the office for a visitor's pass.

STUDENT EXPECTATIONS

A good school requires the best efforts and cooperation of all stakeholders. Each student is expected to follow the expectations listed below when accessing various areas located throughout the building.

<p>Arrival/Dismissal Expectations</p>	<p>Stairwell/Hallway Expectations</p>
<ul style="list-style-type: none"> • Obey teachers/staff on duty. • Remain in your classroom until your teacher dismisses you. • Enter and Leave the school using the assigned routes. • Enter and Leave the school quietly and promptly. • Use the designated crosswalk when crossing the street. • Follow the directives given by the bus driver. 	<ul style="list-style-type: none"> • Use the appropriate grade level hallway/stairway. • Know your route and have a pass. • Monitor your volume. • Respect the space of those around you. • Refrain from running, horseplay, or pushing. • Pick up any trash. • Give space and time to others who need extra time.
<p>Restroom Expectations</p>	<p>Cafeteria Expectations</p>
<ul style="list-style-type: none"> • Have a pass during class time. • Use the facilities, wash hands, and leave. • No horseplay while inside the restroom. • Keep restroom clean. • Flush toilet after use. • Use appropriate language. • Report all problems to a teacher/administrator. 	<ul style="list-style-type: none"> • Listen to the teachers/staff on duty. • Use your “inside’ voice. • Sit at your designated table. • Wait until instructed to enter the lunch line. • Clean up your area. • Dispose of food in appropriate location. • Respect the space of those around you.
<p>Media Center Expectations</p>	<p>Computer Use/Computer Lab Expectations</p>
<ul style="list-style-type: none"> • Come to the media center with a pass and purpose. • Bring all materials needed. • Talk in quiet voices. • Return all books on time and pay fines promptly. • Treat school property with care. • Keep food or drink away from the media center. • Computers and printing are for school work purposes only. 	<ul style="list-style-type: none"> • Use computers and printers for school work purposes only. • Know your username and password. • Maintain computer equipment properly. • Report any computer problems immediately. • Keep computer workstation clean and neat. • Help classmates with computer questions/issues.
<p>Front Office Expectations</p>	
<ul style="list-style-type: none"> • Have a pass from a teacher to come to the office. • Bring all early dismissal notes to the office prior to 8:45AM. • Use of the school phone is for <u>emergency use only</u>. • Respect the space of those around you. 	

DISCIPLINE POLICY

It is important for students to follow the expectations set forth by Lakeview Middle School to maintain an orderly school and classroom environment. When expectations are not followed, consequences for those actions will be addressed according to the level of disruption.

Level 1 Behaviors- Disorderly Conduct

Examples include (but not limited to):

• Tardies	• ID Violations
• Phone Violations	• Leaving Class or Campus
• Class Disruption	• Obscene Gesture
• Profane Language	• Disrupting or Failure to attend Detentions or ISS

Consequences Include:

Teacher Warning (1) ⇒ Teacher Detention (2) ⇒ Referral ⇒ Principal Detention (1) ⇒ In-School Suspension (2) and/or Out of School Suspension

Level 2 Behaviors- Disruptive Conduct

Examples include (but not limited to):

• Horseplay	• Vandalism
• Bullying	• Unauthorized Substances
• Fighting	• Refusal to Obey
• Inciting a Fight	• Verbal Confrontation or Altercation
• Inappropriate Verbal or Physical Contact	• Profane or Abusive Language/ Gestures Towards a School Employee

Consequences Include: Referral ⇒ Out of School Suspension

Level 3 Behaviors- Criminal Conduct

Examples include (but not limited to):

• Bomb Threat	• Drugs, Alcohol, Illegal Substances
• Theft	• Indecent Exposure
• Arson	• Possession of Weapon
• Ganging	• Threatening a School Employee
• Simple Assault	• Sexual Offense or Harassment

Consequences Include:

Out of School Suspension ⇒ Recommendation to Law Enforcement ⇒ Recommendation for Possible Expulsion

Recommendation for Alternative Placement

Alternate Placement will be considered if continuous, repeat violations occur despite behavior interventions. Student will be placed on probation before being recommended for alternate placement. Any additional violations of the discipline policy while on probation will result in a recommendation of placement.

Administration reserves the right to make the final decision for disciplinary consequence based on severity and frequency of infractions.

Lakeview Middle School 2018-2019 Bell Schedule

8 TH GRADE		7 TH GRADE		6 TH GRADE		RELATED ARTS	
BIC	8:00-8:30(30)	BIC	8:00-8:30(30)	BIC	8:00-8:30(30)	DUTY	7:55-8:30(35)
1 st Pd (Core 1)	8:30-9:30(60)	1 st Pd (Core 1)	8:30-9:30(60)	1 st Pd (Core 1)	8:30-9:30(60)	1 st Pd PLAN	8:30-9:30(60)
2 nd Pd (Core 2)	9:34- 11:34(120)	2 nd Pd	9:34- 10:19(45)	2 nd Pd (Core 2)	9:34-10:34(60)	2 nd Pd (7 th)	<u>Related Arts #1</u> 9:34-10:19(45)
S.A.T.	10:38- 11:00(22)	3 rd Pd	10:23- 11:08(45)	3 rd Pd (Core 3)	10:38- 12:38(120)	3 rd Pd (7 th)	<u>Related Arts #2</u> 10:23- 11:08(45)
Lunch	11:04- 11:34(30)			Lunch S.A.T.	11:42-12:08 (26) 12:12-12:38(26)	Lunch	11:12- 11:34(22)
4 th Pd	11:38- 12:23(45)	4 th Pd (Core 2)	11:12- 1:12(120)	S.A.T.	<u>Group B</u> 11:42-12:08 (26)	4 th Pd (8 th)	<u>Related Arts #1</u> 11:38- 12:23(45)
5 th Pd	12:27-1:12(45)	S.A.T.	12:16-12:38 (22)	Lunch	12:12-12:38(26)		
		Lunch	12:42- 1:12(30)	5 th Pd (Core 4)	12:42-1:42(60)	5 th Pd (8 th)	<u>Related Arts #2</u> 12:27-1:12(45)
						PLAN	1:16-1:42 (26)
6 th Pd (Core 3)	1:16-2:16(60)	6 th Pd (Core 3)	1:16-2:16(60)	6 th Pd	1:46-2:31(45)	6 th Pd RA1 (6 th)	<u>Related Arts #1</u> 1:46-2:31(45)
7 th Pd (Core 4)	2:20-3:20(60)	7 th Pd (Core 4)	2:20-3:20(60)	7 th Pd	2:35-3:20(45)	7 th Pd RA2 (6 th)	<u>Related Arts #2</u> 2:35-3:20(45)

- Core Classes- 60 Minutes
- Related Arts- Two 45-Minute Classes (2 New Related Arts Classes in 2nd Semester)
- Planning Period- 90 minutes
- Lunch- 30 minutes; 6th grade split into 2 lunch periods (26 Minutes)
- Transition Time between Classes- 4 Minutes
- S.A.T. (Student Accountability Time)- 22-26 Minutes:
 - 8th Grade- Before Lunch; Will Remain with 2nd Period Class
 - 7th Grade- Before Lunch; Will Remain with 4th Period Class
 - 6th Grade- Lunch and Flex Will Be Split into 2 Groups; Will Remain with 3rd Period Class

STUDENT ACCOUNTABILITY TRACKING SHEET

Core Class #1: _____

Date	Standard	Assessment Type	Mastery/Near Mastery/Remediation	Grade
08/20/18	SC SS 7-1.1	Quiz	Near Mastery (6/8)	75

STUDENT ACCOUNTABILITY TRACKING SHEET

Core Class #2: _____

Date	Standard	Assessment Type	Mastery/Near Mastery/Remediation	Grade
08/20/18	SC MA 6.NS.1	Benchmark	Mastery (18/20)	90

STUDENT ACCOUNTABILITY TRACKING SHEET

Core Class #3: _____

Date	Standard	Assessment Type	Mastery/Near Mastery/Remediation	Grade
<i>08/20/18</i>	<i>SC ELA 8-RL 8.1</i>	<i>Formative</i>	<i>Remediation (6/10)</i>	<i>60</i>

STUDENT ACCOUNTABILITY TRACKING SHEET

Core Class #4: _____

Date	Standard	Assessment Type	Mastery/Near Mastery/Remediation	Grade
08/20/18	SC SCI 7.P.2	Unit Test	Mastery (22/25)	88

STUDENT ACCOUNTABILITY TRACKING SHEET

Related Arts Class #1 _____

Date	Standard	Assessment Type	Mastery/Near Mastery/Remediation	Grade
08/20/18	MI6-1.4	Performance	Near Mastery (7/10)	70

STUDENT ACCOUNTABILITY TRACKING SHEET

Related Arts Class#2: _____

Date	Standard	Assessment Type	Mastery/Near Mastery/Remediation	Grade
08/20/18	VA8-1.1	True/False	Remediation (4/7)	57

STUDENT ACCOUNTABILITY TRACKING SHEET

Related Arts Class #4: _____

Date	Standard	Assessment Type	Mastery/Near Mastery/Remediation	Grade
08/20/18	N-8.1.2	Quiz	Near Mastery (9/11)	81