

**WELCOME TO  
WARNER ROBINS MIDDLE SCHOOL**

**425 MARY LANE**

**WARNER ROBINS, GA 31088**

**PHONE: 478-929-7832**

**HOME PAGE ADDRESS - <http://www.hcbe.net/schools/wrms>**

**SCHOOL COLORS: ORANGE, BLACK, AND WHITE  
MASCOT: WARRIOR**

**ADMINISTRATIVE STAFF**

**DR. DONALD WARREN, PRINCIPAL  
MR. CAMERON ANDREWS, ASSISTANT PRINCIPAL  
DR. OVEDIA DUGGER-GLOVER, ASST. PRINCIPAL OF INSTRUCTION  
MRS. DOTHERIA FORD, COUNSELOR  
MRS. KAREN SMITH, COUNSELOR  
DR. KRISTI LITTLE, MEDIA SPECIALIST  
MR. MICHAEL MARTIN, ATHLETIC DIRECTOR**

**OFFICE STAFF**

**MRS. MONA PHILLIPS, SECRETARY / ATS  
MRS. DIANNE WILSON, RECEPTIONIST / RECORDS CLERK  
MRS. CONNIE McMULLIN, BOOKKEEPER  
MRS. ISABEL SANTANA, HEALTH TECH  
MRS. DORIS LARKIN, PARENT INVOLVEMENT COORDINATOR**

**SUPPORT STAFF**

**MS. GLORIA REICHMAN, NUTRITION MANAGER  
MR. ROY JACKSON, LEAD CUSTODIAN**



## FOREWORD

The student handbook is published and issued to students each year to serve as a guide for information, requirements, and procedures to be followed at Warner Robins Middle School. It is our hope that the information found in this handbook will meet with the approval of parents and students. However, disagreement with a policy or procedure will not be grounds for ignoring or failing to comply with this area of school life.

The administration and faculty at WRMS hope that the information in this handbook will answer questions as well as encourage the students to take responsibility for their success. Students are issued one copy of this handbook free of charge. Students should secure the handbook in their binders so that it is available for reference if needed. Additional copies will be available for \$1.00 from the office.

We look forward to working in a spirit of cooperation with all students and parents to challenge you and develop you to your full potential. We are here for you. Our expectation is for all students to have the best school year possible. We encourage all students to make good decisions. Life is all about the decisions that YOU make. Think about our school creed:

### YOU

You are the one who has to decide  
Whether YOU do it or toss it aside.  
You are the one to make up your mind  
Whether YOU will lead or linger behind;  
Whether YOU strive for the good that's afar  
Or be content to stay where YOU are.  
Take it or leave it,  
There is something to do.  
Just think it over,  
It's all up to YOU.

Author Unknown

## **VISION STATEMENT**

**To become a school of learning that is 100% committed, WRMS will challenge all students to aim for the highest academic potential in efforts to increase knowledge and achievement in every classroom.**

## **MISSION STATEMENT**

**The mission of Warner Robins Middle School is to provide a learning environment which enables all students to become confident, self-directed, lifelong participants in a changing world.**

### **W.R.M.S. Beliefs**

The following beliefs were established by a committee representing a cross section of parents and teachers from various academic fields and special programs.

- Student learning is the chief priority for the school.
- Teachers, administrators, parents, and the community share the responsibility for advancing the school's mission.
- Each student is a valued individual with unique, intellectual, physical, social, and emotional needs.
- Maximum student learning takes place in a positive, consistent, and structured environment.
- Students learn in different ways and should be provided with a variety of instructional approaches and resources to support their learning.
- Assessments of student learning should provide students with a variety of opportunities to demonstrate their achievement.
- Diversity within the school community enriches the teaching and learning environment.
- Effective communication among all stakeholders is essential to the success of the educational environment.
- A quality instructional program utilizes technology, clear goals, and high expectations to prepare students for future opportunities.

## We Desire to Inspire!

One of our goals for the 2011-2012 school year is for Warner Robins Middle School to be known as a school committed to reading and literacy. It is the desire of the faculty and staff of WRMS to inspire our students to experience the joy of reading with the goal of fostering a love of reading among our students. In addition to the required reading assignments for each class, students will be reading more in all classes. However, we must have the participation of our parents to accomplish this goal. Join us in raising a community of literate children by taking these steps at home.

- Make sure your child reads for pleasure, at home, for a minimum of twenty minutes each day.
- Discuss with your child what books they are reading.
- Help them complete a daily reading log issued by their teacher.
- Apply for a county library card if your child does not already have one. (They are free!)

Warner Robins Middle School: Where every child reads!

**Warriors  
Reading  
Makes 4  
Success!**



## ATTENDANCE

To be eligible for promotion to the next grade, students in grades K – 8 are expected to achieve 95% attendance (absent no more than 9 days). Students who achieve 90 to 94% attendance (absent no more than 10 – 18 days) may be promoted at the discretion of the building principal.

When you are absent, you should bring a dated written absence note (within three (3) days) when you return to school from your parent or guardian that includes: the dates of absences, the reason, and their signature. You should present the note to your homeroom teacher. The absence is recorded as unexcused (AU) until a written note is submitted to the homeroom teacher. **Absence notes have been provided for your use. Please see the absence notes in the back pages of this handbook.**

According to Houston County Board of Education Policy, three (3) unexcused tardies to school and/or unexcused early dismissals are counted as one (1) absence.

## EARLY DISMISSALS

**If at all possible, parents should schedule appointments for after school hours.**

Students must be picked up in the office, and **parents/guardians are required to show picture identification**. Parents must also sign the early dismissal sheet for safety reasons.

**A student will not be called to the office until a parent/designee arrives to pick him or her up.**

If a student returns the same day, he or she must first come to the office to sign back in and get an admittance slip.



**Parents please note the following:**

**The office makes afternoon announcements and calls students for messages at 2:40 p.m. each day. If at all possible, allow this time frame to get a message to your child.**

**If you are picking up your child from school who usually rides a bus, it needs to be done before 2:40 p.m. For safety reasons, we cannot allow students to be taken off the bus.**



## TARDIES TO SCHOOL (After 7:25 a.m.)

Students are tardy if they are not in homeroom by **7:25 a.m.** If you arrive after 7:35 a.m., report to the office. Acceptable reasons for excusing tardies include: personal illness, family illness, death in the family, or certain religious activities.

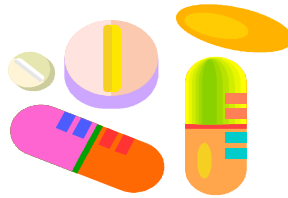
**Remember: HCBOE policy states that 3 unexcused tardies or early dismissals will equate to 1 absence from school.**

Students should not arrive on campus before **6:55 a.m.** and should be picked up by **3:10 p.m.** unless participating in a school-sponsored activity approved by the principal.



## **ACCIDENTS**

When a student is seriously injured or ill, parents will be notified immediately. Please send the office updated phone numbers and addresses if they change at anytime during the year. First aid will be administered, as much as possible, until parents arrive. In cases of extreme illness or injury, 911 will be called.



## **MEDICATION**

All medications **must** be brought to the office upon arrival at school. All medications will be administered in the Med Tech office. Nonprescription medication must be in the original container. **STUDENTS SHOULD NEVER ACCEPT MEDICINE FROM ANOTHER STUDENT.**



## **FLORAL AND BALLOON DELIVERIES**

The school will not accept these types of deliveries. They are a disruption in classes, in the halls, and on the buses.



## **LUNCHROOM INFORMATION**

Students may pay for lunch by the month, two weeks, weekly or daily. **No charges for breakfast or lunch will be allowed.**

Please see the white HCBOE pages for price information.

If you eat lunch with your child, a designated table is provided for both of you.

Students eating breakfast should report to the lunchroom upon arrival to school.

### **BREAKFAST WILL NOT BE SERVED AFTER 7:20 a.m.**

All students should sit with their feet under the table.

An adult will dismiss the class to return their trays.

After returning the trays, the class will line up to return to class.

## **LUNCHROOM PROCEDURES**

1. Drinks from the vending machines must be purchased BEFORE entering the lunchroom.
2. Walk in line to lunch and break as directed by your teacher. Do not drag behind to wait on friends.
3. You should make sure that you have silverware, napkins, and condiments (ketchup, mustard, mayonnaise, salad dressing, etc.) before sitting at your table.
4. After you receive your breakfast, lunch, or snack, you will sit at your assigned table and/or seat. No student should leave their seat/table without first raising their hand and receiving permission from an adult on duty.
5. Do not save seats for others.
6. You are to talk **quietly** to people around you. You will be asked to move if you become too loud.

7. You are to maintain a CLEAN eating area in the lunchroom. Cleanliness will be maintained when you:
  - a. Make sure all waste is in your tray and spills cleaned up BEFORE you leave.
  - b. Make sure the table is clean.
  - c. Walk in an orderly manner to turn your tray in.
  - d. If something falls off your tray enroute to the trash area, pick it up and throw it away.
  - e. Put your tray and silverware away properly.
  - f. Place all of your waste in the trash cans.
  - g. Line up to report back to class in an orderly manner.
  
8. You will be subject to disciplinary action for not following the above procedures in maintaining a safe, orderly, and clean lunchroom at breakfast, lunch, and break time.



## **MEDIA CENTER**

The Media Center is open from 7:20 a.m. until 3:00 p.m. The general collection of books may be checked out for a period of two weeks. Reference books, magazines, and reserve books may be checked-out after 2:15 P.M. and must be returned the following morning before homeroom. Students are charged fines for overdue library books. The fines for the general collection are \$.10 per day. Fines for reference books, magazines, and reserve books are \$.25 per day. Fines for overdue books do not exceed \$5.00. When a book is lost, the student must pay for the book. The replacement cost of the book is charged. When a book is found, the student will receive a refund of the cost, less \$2.50 (for any overdue fines and processing of lost book). Refunds are made during the school year in which the book is lost. Fines and overdue notices are given to students by homeroom teachers on a regular basis. The student and/or parent are responsible for settling these financial obligations. Report cards will be held if a student owes a fine that is over \$1.00.



## **PARENT VOLUNTEERS**

The administration and teaching staff encourage parents to become parent volunteers. Parent volunteers must complete a form authorizing a background check. This form is available upon request.



## CONFERENCES

If parents would like to meet with a teacher, they should call 929-7832 and enter the teacher's extension to arrange an appointment. Please do not call teachers at home. Parents may request a conference with the principal or an assistant principal by calling 929-7832.



## VISITOR'S POLICY

The staff of WRMS welcomes parents to our school. We encourage you to learn about our school and what we teach so that you will realize the positive influence Warner Robins Middle School has on your children, the leaders of tomorrow.

Since we wish to neither jeopardize the safety of any student nor to make you feel unwelcome at WRMS, we recommend that you follow these guidelines in observing class:

1. To avoid confusion, please pre-arrange your visit to your child's classroom by calling 929-7832 and enter the teacher's extension to arrange a visit date and time.
2. All visitors should report to the office upon entering the building to sign in and receive a visitor's badge.
3. To minimize interruptions to the educational process, a staff member will escort visitors to their child's classroom at the **beginning of a class period**.
4. Classroom observations cannot be viewed as times for discussing a student's progress. We encourage parents to arrange such conferences with teachers for another time.



## LOST AND FOUND

The lost and found is located on the stage in the cafeteria and in the main office. Students can visit the lost and found during homeroom or at other times with teacher permission. If you find something, we expect you to give it to the teacher or turn it into

the office. If you lose something, we encourage you to ask whether or not it has been turned in.



### **IMPORTANT THINGS TO REMEMBER**

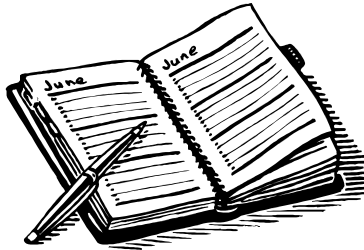
1. **Bullying and taunting will not be tolerated under any circumstances. You are to be respectful to others at all times. For any problem of this nature, you must tell a teacher, counselor or administrator immediately.**
2. **Your being a student is your daily job. You are expected to come to school and each class prepared with all necessary items each day. Leaving class to call home unnecessarily is a waste of valuable instructional time. Remember, you may be disciplined for this.**
3. Do not bring large amounts of money or any valuables to school. Cameras, cell phones, pagers, CD/tape players, or any other electronic devices are not allowed. Administrators will not search for or investigate these lost or stolen items which are banned.
4. Mark all your possessions with your name.
5. When reporting a lost item, write down a description of the article, some clue as to where it was lost, and your name and homeroom number and take this information to the office.
6. Never tell your locker combination to anyone. Never leave your combination on the last number. REMEMBER: YOU ARE ACCOUNTABLE FOR EVERYTHING IN YOUR LOCKER!
7. Keep your belongings, including books, in your locker when not using them. Keep your locker locked.
8. Never carry items of value to the P.E. dressing rooms (examples include money, jewelry, calculators, etc.).
9. Absolutely no graffiti or drawing will be allowed on bookbags, notebooks or your body. It is recommended, however, that students put their name on their personal items.
10. No chewing gum is allowed at school at any time.
11. Writing graffiti is an act of vandalism. This will be dealt with as a discipline matter and may involve police charges and restitution.



## **BUS TRANSPORTATION**

Students are expected to cooperate and use common sense while riding the bus. The bus driver is in charge at all times. Students are to follow the rules and listen to the instructions given to them. Please read the information on Bus Conduct in the HCBOE pages.

**You are expected to ride the bus to which you have been assigned and get off at your assigned bus stop. You will not be allowed to ride another bus home except in serious, family emergencies in which case, a note will be required that will be verified by the office with the parent. The note should be presented to office personnel before homeroom for approval, and it must include your name, the different bus number, parent signature, and a phone number for parental contact. Notes will not be approved on the bus ramp.**



## **PROCEDURES**

Procedures are necessary to maintain a safe and orderly learning environment.

### **Procedures Before Homeroom:**

1. Go directly to the lunchroom (7<sup>th</sup> graders) or the Gym (6<sup>th</sup> and 8<sup>th</sup> graders that will not eat breakfast) upon arriving at school. After 6<sup>th</sup> and 8<sup>th</sup> graders eat breakfast, they should leave the lunchroom to report directly to the gym.
2. When you are dismissed from the lunchroom or gym, go to your locker and then your homeroom.
3. If you arrive after gym/lunchroom dismissal, go to your locker and then your homeroom.
4. After you get to school, **YOU MAY NOT LEAVE THE CAMPUS!**
5. When you leave campus at the end of school, you should not return without reporting to the office.
6. Bicycle riders should not linger at the bike rack. Lock your bike and enter the building.
7. Loitering on street corners adjacent to campus before and after school is prohibited.

8. You must have a written pass from the teacher you are to visit to be in the hallways before others are dismissed from the gym/lunchroom.
9. Loitering around the gym before and after school is strictly prohibited.



### **Homeroom**

All students are required to attend homeroom, which begins at 7:25 a.m. Homeroom is a study period. Students are to either study or sit quietly. Students will not be allowed to leave homeroom without a hall pass from their homeroom teacher.



### **Procedures When Changing Classes:**

1. Walk--don't run.
2. Keep voices at a normal tone.
3. Walk on right side of hall.
4. Do not gather in groups to carry on a conversation.
5. Line up against the wall at the water fountain.
6. Use the water fountain or restroom nearest your class.
7. Do not prop your feet on walls.
8. Do not push or shove others.
9. Do not linger outside a classroom, go in and take a seat.
10. Students in P.E. classes will remain in P.E. until they are dismissed.
11. Horseplay in classrooms and hallways will not be tolerated.
12. Loitering in restrooms will not be allowed.

### **Procedures for School Dismissal:**

School dismissal is not a time for socialization. The campus should be cleared as soon as possible. When you are dismissed, you need to go to your locker and then proceed quickly to your bus, ride for pick-up, or walk home.

Bus riders will be released at the 2:45 bell, and walkers and car-riders will be released at the 2:55 bell. Those participating in any after school activity will be dismissed at the 2:55 bell.

If a student is in the hallway without permission at the wrong time, he or she will be subject to disciplinary action.

If you are participating in a school-sponsored after-school activity, you should go to your locker and then directly to that activity. All students involved in after school activities will be released at the 2:55 bell.



## **SCHOOL DRESS**

There is a positive relationship between a neat, appropriate appearance and a good learning environment. All students are encouraged to take pride in themselves and in their schoolwork. Warner Robins Middle School will adhere to the Houston County 6 – 12 grades dress code policy (see county pages).

Students may not dress in a color or style that associates them with an identified gang or group that could intimidate or make other students uncomfortable. This includes dressing in all black, “gothic” dress, and colors known to be associated with gangs.

The administration requires students to wear a belt in their pants if the pants have belt loops. Students can not wear pants tucked into their socks or shoes.

Outer garment or fabric that is form fitting shall not be permitted. Leggings’ may be permitted if the outer garment is knee-length.

Over-sized belt buckles will not be allowed. Over-sized is any buckle larger than two inches by two inches. Your belt buckle must fit in the square at the bottom of the front cover of this handbook.

**When the dress code is broken, parents may be contacted to bring a change of clothes. Students who cannot get a change of clothing will be assigned to In-School Suspension for the remainder of the school day. Disciplinary consequences including detention or suspension may be assigned for repeated violations of the dress code.**



## **TEXTBOOK RESPONSIBILITY**

Textbooks are costly. You are financially responsible for your textbooks and textbook CD’s whether lost, stolen, or damaged. Disciplinary consequences may be assigned for textbooks and textbook CD’s left lying in the halls or around campus.



## **CHECK POLICY**

At this time, it is the policy of WRMS to accept checks for any school fees or fund raising items purchased. However, it is the responsibility of each parent / guardian to ensure that sufficient funds are available to cover any checks written. All checks returned by the bank for “Insufficient Funds” are to be taken care of **within one week** after contact is made by the bookkeeper at Warner Robins Middle School. If this is not done, an additional “Returned Check Fee” of \$15.00 **will be charged**. Only cash or a money order will be accepted to clear this check at WRMS. If an individual has two “insufficient funds” checks returned in the same year, **ONLY** cash/money orders will be accepted on any purchases or fees for the remainder of the school year. This includes lunch fees, library fees, PE uniform fees, and fund raising purchases. Please contact the Bookkeeper as soon as a problem arises to avoid future complications.

## **HELPFUL HINTS**

Poor study habits are often the cause of low grades in school. The counselor is available to help you with this problem. However, your subject teacher is the first person you must see in order that they may offer advice as to what you "are not doing" correctly.

Here are a few hints to good study habits.

1. Develop an interest in the course that you are taking. You should seek to learn and take pride in your work. You are the one that will profit.
2. Set up a time and a place to study.
3. Don't get too comfortable to study.
4. Have adequate lighting and all the necessary materials on hand.
5. Don't spend too much time on one subject. Budget your time into short periods of deep concentration.
6. Don't wait until the last minute.
7. Understand your assignment completely-ask teachers to help you.
8. Take notes.
9. Do your homework daily.
10. Treat your brain and body with care.
11. Review tests.
12. Learn to study in groups as well as alone.
13. Have your parents review material with you prior to exams.
14. Your being a student is your daily job. You are expected to come to school and each class prepared with all necessary items each day.

Leaving class to call home unnecessarily is a waste of valuable instructional time. Remember, you may be disciplined for this.



## ACADEMICS

Students may not be allowed to attend break in order to complete their academic assignments.

## HOMEWORK

Learning is important and should continue after school hours. Homework will be assigned daily and should not be viewed as punishment but as a way of encouraging and extending learning. The following are several reasons for homework:

1. To provide extra practice on learned skills.
2. To provide further learning in areas covered in the classroom.
3. To provide an opportunity for students to learn good work habits.
4. To provide an opportunity for growth in responsibility.
5. To provide parents an opportunity to see what children are studying and how well they are doing.



## TEST TAKING

1. Relax and forget other people.
2. Read the directions carefully and then follow them.
3. Read the whole test first to see what is asked for and how to apportion your time.
4. Read each question twice before answering.
5. Think before you write.
6. Answer questions fully with information asked for.
7. Check your paper for spelling and grammar before turning it in.

**CHEATING IS NOT ACCEPTABLE AT W.R.M.S. TEACHERS WILL ISSUE A ZERO FOR ANY AND ALL WORK OBTAINED IN THIS MANNER. STUDENT MAY ALSO FACE DISCIPLINARY ACTION.**



## **NINE WEEK AND FINAL EXAMS**

Exams for each nine weeks and final exams will be given during the last week of each nine week grading period. A listing of report card dates is in the appendix.

## **GRADE REPORTING**

Report cards will be issued to students every nine weeks and progress reports every 4 ½ weeks. **It is the responsibility of the student to show parents all grading reports issued by the school and to return signed documents the next school day.**

### **Report Card Dates, 2011 – 2012**

Report cards are issued as follows, based on 180 days of school:

Middle school: every nine weeks (about 45 days) with progress reports issued mid-way.

### **Middle School**

<b>Nine Weeks Period</b>	<b>End Date</b>	<b>Date Report Issued</b>
Progress Report, Day 22	August 30	September 1
1st 9 weeks, Day 44	September 30	October 13
Progress report, Day 66	November 9	November 14
2nd 9 weeks, Day 87	December 16	January 6
Progress report, Day 110	February 3	February 7
3rd 9 weeks, Day 133	March 14	March 21
Progress Report, Day 156	April 23	April 25
4th 9 weeks, Day 180	May 25	May 30

## GRADING PROCEDURES

### “EXCELLENCE WITHOUT EXCUSES”

#### GRADING PERCENTAGES

*All grades will be listed in one of 3 categories*

**85%** - Assessments of the Standard (Tests, Quizzes, Projects, Portfolios, Performance Tasks, etc.)

**10%** - Classwork and Homework

**5%** - Tribe Time

**Final Exams** – 8<sup>th</sup> Grade (20% of Nine Weeks Grade)  
 7<sup>th</sup> Grade (10% of Nine Weeks Grade)  
 6<sup>th</sup> Grade (Finals count as a regular test grade)

---

## SECOND CHANCES

Redos / Retakes

- Opportunities to re-do assignments and assessments will be allowed at teacher’s discretion.
  - Opportunities to retake assessments may be limited to **one retake** with the completion of a *learning contract*.
  - It is the student’s responsibility to complete a *learning contract* to earn credit for incomplete or substandard work.
  - Redos and Retakes must be completed within **5 days** of the return of the assignment and/or assessment.
  - **No Redos or Retakes on Final Exams.**
  - There will be **NO EXTRA CREDIT** assignments.
- 

## ACADEMIC OPPORTUNITY

For incomplete assignments, missing assignments and/or substandard work

Academic Opportunity is defined as a working lunch in which students are seated at assigned tables to complete assignments.

### Consequences of Signatures

1 = Academic Opportunity	6+ = Office Referral
2 = Parent Phone Call + AO	8+ = Office Referral + Parent Contact
3 = Counselor Referral + AO	Lost Card = Office Referral
4+ = Parent Conference Request + AO	Lost Agenda = Office Referral + Buy Replacement



## **AFTER SCHOOL ACTIVITIES**

A number of after school activities will be planned for the enjoyment and social development of students. We believe that these activities constitute an integral part of the total development of young people. Some examples of these activities are listed below. **All school rules apply to school activities after regular school hours.** Guests from other schools must also abide by WRMS rules. Those participating in any after school activity will be dismissed at the 2:55 bell.

Attendance at an after school activity should be for the enjoyment of the activity. Students attending events must remain in their seats unless visiting the restroom or concession stand. If the event has an admission fee and the student leaves, he or she will be required to pay in order to return to the event. Students will be required to leave without refund if their actions indicate a violation of school or county policies.

In addition, all students **MUST** be picked up within 30 minutes of scheduled end time. Students not picked up will receive a warning for the first time. Any future violations may result in students being banned from after school events for the remainder of the school year.

**Club Name:** 4-H  
**Advisor:** Mrs. Banks  
**Mission or Purpose:** To build self-confidence, expand understanding of citizenship and government, learn to work collaboratively and build community leaders.  
**Planned Activities:** Monthly meetings, Project S.A.F.E., meetings follow 4-H curriculum which is designed to develop life skills, District Project Achievement-demonstration of accomplishments and summer camp.  
**Membership Requirements:** None  
**Dues:** None

**Club Name:** Academic Team  
**Advisor:** Mrs. Campbell  
**Mission or Purpose:** Encourage students to use their knowledge in a competitive format.  
**Planned Activities:** P.A.G.E. Bowl County Competition, Jimmy Carter Academic Competition.  
**Membership Requirements:** Tryouts  
**Dues:** None

**Club Name:** Art Club  
**Advisor:** Mr. King  
**Mission or Purpose:** To pursue advanced perspectives in art.  
**Planned Activities:** Projects, field trip and art show.  
**Membership Requirements:** \$10 dues/application  
**Dues:** None

**Club Name:** Bookends  
**Advisor:** Dr. Little  
**Mission or Purpose:** Club is designed to function as media center helpers scheduled 1-2 days per week to perform daily duties and responsibilities.  
**Planned Activities:** Weekly meetings.  
**Membership Requirements:** Application; must be able to attend 7:00 a.m. -7:30 a.m. one day per week.  
**Dues:** None

**Club Name:** Drama Club  
**Advisors:** Mrs. Curtis  
**Mission or Purpose:** To enhance students' speaking, acting and performance abilities in the production of musicals and plays.  
**Planned Activities:** Fall or Spring Musical, theatre games, club will attend a professionally produced play together, possibly in Macon.  
**Membership Requirements:** Must attend the meetings and the rehearsals for which you are scheduled. The club is open to all students.  
**Dues:** None. Occasionally, members will have some costuming and prop needs.

**Club Name:** Earth Club  
**Advisors:** Mrs. Rocci and Mr. Powell  
**Mission or Purpose:** To educate students on local and global environmental issues and give students a voice in how to help improve the quality of their environment.  
**Planned Activities:** Earth Day, monthly gatherings, outside activities, etc.  
**Membership Requirements:** Attendance  
**Dues:** \$2

**Club Name:** Family, Career and Community Leaders of America-FCCLA  
**Advisors:** Mrs. Lockhart  
**Mission or Purpose:** Provide opportunities for personal development and preparation for adult life, strengthen the function of the family as a unit of society, provide opportunities for making decisions and assuming responsibilities, and promote family and consumer sciences and related occupations.  
**Planned Activities:** Donate items to Warner Robins Outreach Center, Fall Leadership Rally at the National Fair, recognize staff with cards/treats and sell cookies as fundraiser.

**Membership Requirements:**None  
**Dues:** \$5.00

**Club Name:** Fellowship of Christian Athletes-FCA  
**Advisors:** Mr. Graf, Mr. Hill and Mrs. Bagwell  
**Mission or Purpose:** Develop Christian values and attitudes.  
**Planned Activities:** Weekly meetings from 7:00 AM – 7:20 AM, monthly breakfast fellowships, monthly guest speakers, talent show.  
**Membership Requirements:**None  
**Dues:** None

**Club Name:** Future Business Leaders of America Middle Level – FBLA  
**Advisor:** Mr. Jones  
**Mission or Purpose:** Develop competent, aggressive business leadership and strengthen the confidence of students in themselves and their work.  
**Planned Activities:** Participate in field trips and several school service and community service projects:

- ❖ Fall Rally at the Perry National Fair
- ❖ Fall Leadership Conference in Athens, GA at the UGA campus
- ❖ State Leadership Conference at Macon Centreplex
- ❖ Plan Career Day for our 8<sup>th</sup> graders
- ❖ Host Valentine Dance
- ❖ Work with March of Dimes and Relay for Life

**Membership Requirements:**None  
**Dues:** \$15 for state and national dues.

**Club Name:** Girl's of Promise Club  
**Advisors:** Mrs. Dantes  
**Mission or Purpose:** To encourage young girls to develop self discipline and life skills, improve self image, lean respect, maintain good grades and improve social skills.  
**Planned Activities:** Weekly meetings.  
**Membership Requirements:**Teacher recommendation.  
**Dues:** None

**Club Name:** Girl Talk  
**Advisors:** Mrs. Ford  
**Mission or Purpose:** To help girls develop good decision making skills which will ultimately lead to positive self perception(s), respect for self/others and improved academics and behavior.  
**Planned Activities:** Weekly meetings.  
**Membership Requirements:**Teacher/Councilor recommendation.  
**Dues:** None

**Club Name:** Journalism Club  
**Advisors:** Mrs. Zeuner and Ms. Shaver  
**Mission or Purpose:** To enhance students' writing, grammar and computer skills through the publication of a monthly student newspaper.  
**Planned Activities:** Producing and selling papers, end of year party.  
**Membership Requirements:** Members are selected from applications  
**Dues:** None

**Club Name:** Jr. Beta Club  
**Advisors:** Mrs. Campbell, Mrs. Bagwell, Mrs. Banks and Ms. Valleyly  
**Mission or Purpose:** Jr. Beta is a national service organization that promotes scholarship and leadership.  
**Planned Activities:** Jr. Beta State Convention, sponsor activities to help the Ronald McDonald House in Macon.  
**Membership Requirements:** 90+ average  
**Dues:** \$18.00

**Club Name:** Man2Man  
**Advisors:** Mr. Harvey  
**Mission or Purpose:** To provide a mentor for eighth grade boys and to encourage these young men to develop responsibility, respect and personal goals.  
**Planned Activities:** Weekly meetings and banquet.  
**Membership Requirements:** Invitation with parental permission  
**Dues:** None

**Club Name:** Math Masters Club  
**Advisors:** Mr. Wood  
**Mission or Purpose:** You CAN and will Master the Math standard. There will be peer tutors available as well as a math teacher to provide assistance on challenges from the previous night's homework. We will also work on how to study for tests and test taking skills. Peer tutors will be nominated by the math teachers in the school building.  
**Planned Activities:** Work with students that are struggling with math. Peer tutors will train for math competitions when no students need assistance to enhance their math knowledge.  
**Membership Requirements:** Willing and wanting to improve math skills.  
**Dues:** None

**Club Name:** Math Team  
**Advisors:** Mrs. Hart  
**Mission or Purpose:** To promote interest and excellence mathematics  
**Planned Activities:** To represent WRMS at the MATHCOUNTS competition.  
**Membership Requirements:** Teacher recommendation and try-out  
**Dues:** None

**Club Name:** **Mentoring Group**  
**Advisors:** Mr. Oglesby and Mr. A. Thomas  
**Mission or Purpose:** To provide positive role models and mentors to young men in the 6<sup>th</sup> and 7<sup>th</sup> grades to foster success in and out of school.  
**Planned Activities:** Weekly meetings.  
**Membership Requirements:** Invitation with parental permission  
**Dues:** None

**Club Name:** **Partner's Club**  
**Advisors:** Mrs. Rumell and Mrs. Bagwell  
**Mission or Purpose:** To bring students together for a special cause. Students will help special friends with service projects such as Christmas toy drive, collecting dog food for animal shelters, etc. We will also help our friends with everyday activities such as PE, school work and social skills.  
**Planned Activities:** Service projects, assist with CBI trips and help with everyday activities throughout the school day.  
**Membership Requirements:** Complete application and teacher referral form.  
**Dues:** None

**Club Name:** **Prayer Club**  
**Advisors:** Mr. Powell and Mrs. Stokes  
**Mission or Purpose:** To foster a positive image, allowing freedom of speech and community involvement in a Christian and Non-Christian atmosphere  
**Planned Activities:** Wednesday meetings from 7:00 AM – 7:20 AM, Prayer around the flag pole, Salvation Army Canned Food Drive, Monthly eat and meet meetings, Katrina Flood Victims Drive  
**Membership Requirements:** None  
**Dues:** None

**Club Name:** **Step Up**  
**Advisors:** Mrs. Smith and Sixth Grade Teachers  
**Mission or Purpose:** An eight week program designed to encourage sixth grade girls to improve friendship skills and build self-confidence.  
**Planned Activities:** Weekly meetings.  
**Membership Requirements:** Teacher recommendation, parent permission, desire to be included and be enrolled in a P.E. class.  
**Dues:** None.

**Club Name:** **Tomahawk Club**  
**Advisor:** Mrs. Farrell  
**Mission or Purpose:** Promote positive behavior and academic success.

**Planned Activities:** 8<sup>th</sup> Grade Day, T-shirt fundraiser, various celebrations.  
**Membership Requirements:** Must be in 8<sup>th</sup> grade. Members are selected from applications.  
**Dues:** None

**Club Name:** Yearbook Club  
**Advisors:** Mr. Jones, Mrs. Rumell and Ms. Kim Smith  
**Mission or Purpose:** Members of the Yearbook Club will assist in the production of the WRMS Yearbook, *The Calumet*.  
**Planned Activities:** Students will assist in photographing school and classroom events and will perform duties related to the design and production of the yearbook.  
**Membership Requirements:** Members will complete and application indicating interest and parental permission and obtain teacher recommendations.  
**Dues:** None

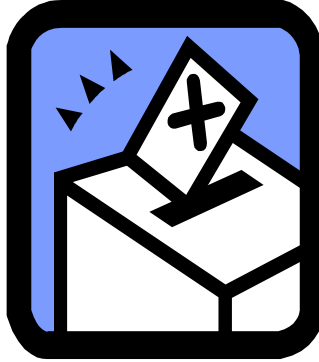


## **SCHOOL DANCE RULES AND REGULATIONS**

- **Dances will be held from 6:00 p.m. until 8:30 p.m.**
- School/county dress codes apply.
- All students who leave early must sign out before leaving.
- Only WRMS students are allowed-NO EXCEPTIONS.
- Students are not allowed to go outside or to roam the building.
- Parents are invited to stay and help monitor their students.
- Vulgar dancing and music are not allowed.
- Police supervision is provided to help ensure your child's safety.

**PARENTS: PLEASE BE PROMPT AND PRUDENT IN PICKING UP YOUR CHILDREN FROM EXTRA-CURRICULAR ACTIVITIES. SINCE THE ADMINISTRATION WILL NOT LEAVE YOUR CHILD UNSUPERVISED, YOUR ASSISTANCE IN THIS MATTER WILL BE APPRECIATED.**

**NOTE: STUDENTS THAT ARE NOT PICKED UP PROMPTLY AND/OR MISBEHAVE WILL NOT BE ALLOWED TO ATTEND THE NEXT EXTRA-CURRICULAR ACTIVITY.**



## **SCHOOL ELECTIONS AND OFFICES**

### Qualifications

1. Must pass all subjects previous semester-counselor approval.
2. Must have creditable behavior and attitude-principal approval.
3. If, during the school year, an elected student fails to meet the above academic criteria, or is involved in any disciplinary misconduct resulting in suspension, the student will be removed from office and may not be permitted for consideration for any other student honor or privilege.
4. Elected officers must attend all meetings.
5. Announcement of winners to be made only by administration or sponsor.



## **WRMS BANQUETS & AWARDS CEREMONY**

At the end of athletic seasons and in the last month of the school year, we set aside a time for awards and special recognition. Warner Robins Middle School honors the students who have made outstanding achievement in scholarship, citizenship, merit and physical education. Appropriate dress, according to county policy, and behavior are required at these functions. If notified that you will receive an award, you are strongly encouraged to attend this very nice ceremony.



## **STRIKE FREE DISCIPLINE PROGRAM OF WRMS**

The Warner Robins Middle School progressive discipline program serves to facilitate learning and promote a safe environment. We expect for students to exhibit good citizenship, strive for academic excellence, and conduct themselves in a respectful manner at all times. High expectations for teachers, administrators, and staff provide consistency, fairness, and encouragement. Parental contact will be made to inform you of your child's behavior and to seek your assistance to facilitate improvement. Students are responsible for returning discipline forms signed by parents. Our mission is to enable all students to become confident, self-directed, and lifelong participants in a changing world.

### **Level 1 Offenses**

Talking	Minor classroom offenses
Dress code (change required)	Gum, candy, eating
Tardy to class	Failure to follow standard procedures
Unprepared for class	Not returning forms/notes (after 2 days)
No Agenda as hall pass	Incomplete / incorrect academic assignments

### **Level 1 Consequences**

Teachers may assign break detention for the above offenses as follows:

1 <sup>st</sup> offense	1 day of break detention
2 <sup>nd</sup> offense	3 days of break detention
3 <sup>rd</sup> offense	5 days of break detention & student conference
4 <sup>th</sup> offense	goes to Level 2

Repeated violations of the same offense may result in an immediate office referral.

Students missing break detention will be required to provide a valid reason (as soon as they return to school). Failure to stay will result in additional days and/or assignment to In-school Suspension (ISS) in accordance with the following guidelines:

- 1<sup>st</sup> day missed = 1 extra day of break detention added
- 2<sup>nd</sup> day missed = 2 extra days of break detention added
- 3<sup>rd</sup> day missed = 3 days of ISS assigned

It is important that students are held responsible for their actions.

**Level 2 Offenses**

Classroom disturbance	Disrespect of student
Hall/restroom infractions	Unauthorized location
Does not cooperate	

**Level 2 Consequences**

Teachers may assign after-school detention as follows:

1 <sup>st</sup> offense	3 days after school detention
2 <sup>nd</sup> offense	5 days after school detention and parent conference
3 <sup>rd</sup> offense	7 days after school detention
4 <sup>th</sup> offense	goes to Level 3 (office)

Repeated violations of the same offense may result in an immediate office referral.

**Level 3 Offenses**

Fighting	Profanity/vulgarity
Threats	Disrespect/defiance to adults
Theft	Severe class disruption
Vandalism	
Infraction of Board of Education or school policy	

**Level 3 Consequences**

Students will be referred to an administrator for disciplinary action.

**\*\*Student strike records will start over at the beginning of a new 9 weeks grading period; however, office discipline records are cumulative.**

**\*\*Students must complete all of their detention assignments even if their slate is clean at the beginning of a new 9 weeks grading period.**

**Striking Out**

If a student has struck out in Levels 1 and 2, he or she will not be eligible for any rewards that are given to students for good behavior.

**Field Trips**

Students who misbehave on a field trip must have a parent/guardian accompany them on successive field trips for the remainder of the year if allowed to attend. If a student has struck out, he or she will not be eligible for field trips.

Students must meet academic and behavior expectations to be eligible for field trips.

**PLEASE NOTE: The administrators and faculty reserve the right to reprimand students when guidelines, rules, and procedures are not followed. Students are expected to ask about any questionable aspect of school interaction before**

**becoming involved. Principals are given wide latitude of discretion in the determination of whether behavior is acceptable or not.**

### **Behavior at Shirley Hills Elementary School**

Students are expected to behave appropriately while walking between their home and school. Inappropriate behavior will result in disciplinary action.

If you pick up a student from Shirley Hills Elementary, you can do so as long as you behave appropriately at SHES and remain in the designated location. Your name and the name(s) of the elementary student(s) must be on the roster in both the offices at WRMS and SHES.

If your name is not on the roster, this means that you should not be on the SHES campus.

If a WRMS student misbehaves at SHES, he or she will be subject to disciplinary action which may result in banning from the SHES campus and a police report.

### **DETENTION PROCEDURES**

Students having habitual, unexcused tardiness to class or choose to misbehave may be assigned after-school detention. Detention obligations take priority over extracurricular activities and are not dependent on where students live or how they get to and from school (walk, ride a bus, or parent dependent). Students and parents are asked to be aware of the following information:

- Detention will be held on Monday – Thursday from 3:00-3:30 p.m. **Students should be picked up promptly at 3:30 p.m.**
- The detention door will close promptly at 3:00 p.m. Students will not be allowed in after this.
- Teachers will strictly monitor detention, which will be a time to improve academic skills in completing a pre-determined activity. If students fail to bring writing utensils and paper, they will be asked to leave and will be considered to have missed detention.
- Students exhibiting inappropriate conduct will be asked to leave detention. Students assigned detention but asked to leave for any reason will be counted absent and penalized accordingly.
- **IT IS THE STUDENT'S RESPONSIBILITY TO REPORT TO DETENTION. ALL STUDENTS ARE GIVEN A 24-HOUR NOTICE.**
- Students absent or having early dismissals on their day of detention will be required to fulfill their obligations on the day they return.

- Students missing detention will be required to provide a valid reason (as soon as they return to school) with verbal confirmation by parents (i.e., a note giving reason and phone #). Failure to stay will result in additional days and/or assignment to In-school Suspension (ISS) in accordance with the following guidelines:
  - 1<sup>st</sup> day missed = 1 extra day of detention added
  - 2<sup>nd</sup> day missed = 2 extra days of detention added
  - 3<sup>rd</sup> day missed = 3 days of ISS assigned

These guidelines apply to all students assigned to detention. It is important that students are held responsible for their actions.

## **IN-SCHOOL SUSPENSION PROCEDURES**

For infractions of the rules, disruptions, disobedience, or failing to carry out previously assigned disciplinary consequences, students may be assigned to In-School Suspension.

The following rules apply to all students assigned to In-School Suspension at Warner Robins Middle School:

### **PLEASE UNDERSTAND THAT STUDENTS ASSIGNED TO ISS WILL:**

1. Go immediately to the bus ramp upon arrival at school and check in with the ISS teacher.
2. Leave school grounds immediately after being dismissed each day. Do not enter the school building.
3. Attend ISS the number of days assigned and finish assigned work completely and be dismissed by ISS teacher before being readmitted to the regular classroom.
4. When absent or tardy, bring a note of explanation from a parent/guardian with a date and phone number.
5. Prior to reporting to ISS, all required materials to complete teacher's assignments must be obtained.
6. Remain in assigned seat in an upright position with both feet on the floor. Head and elbows must be kept off the desktop at all times.
7. Stay awake at all times. Sleeping will result in extra days or being sent home.
8. Refrain from talking or communicating **in any way** with other students, or **leaving your desk** except as specifically authorized by the ISS teacher.
9. Refrain from chewing gum and eating.
10. Not compete or engage in any extra-curricular activities as a **spectator or participant** while assigned to ISS.

11. Abide by all school rules as explained in the Warner Robins Middle School Student handbook.
12. Not bring bookbags or backpacks to ISS classroom. **Books will be allowed to be carried home as needed-no ISS work is to be done at home.**
13. Not engage in PERSONAL GROOMING in the ISS classroom.
14. Abide by the dress code standards as outlined by the Board of Education policies.
15. Have three restroom breaks per day: mid-morning, lunch and mid-afternoon.
16. Serve an extra day if tardy or leaving school early for any unexcused reason.
17. Walk in a disciplined manner in a single file line without talking or communicating with anyone.
18. Will check prescription medication in with the office first thing each morning.
19. When responding in the ISS classroom, you will speak in a respectful manner.
20. A 6 strike policy will be in effect for ISS rules infractions. This means that anytime a rule is broken, it will be documented and the disposition for these infractions will be as follows:

**2 strikes=1 extra day added**

**4 strikes=2 extra days added**

**6 strikes=possible home suspension/alternative school**

**\*NOTE: Students awaiting disciplinary hearings will be suspended home on the 4th strike.**

**NOTE: YOU WILL BE FULLY RESPONSIBLE FOR YOUR ACTIONS AND UNDERSTAND THAT FAILURE TO COMPLY IN CARRYING OUT ANY OF THE ABOVE WILL RESULT IN EXTRA DAYS BEING ADDED TO THE ORIGINAL ISS ASSIGNMENT, THE POSSIBILITY OF BEING SENT HOME, OR THE POSSIBILITY OF BEING REFERRED TO THE ALTERNATIVE SCHOOL.**

### **SUSPENSION CONFERENCE**

In certain instances, the administration may feel that it is absolutely necessary that a conference be held between a parent and a school official. It may be possible to arrange for this conference within the time desired through conventional means. However, should the conference not be arranged within the time desired, the principal may suspend the student from school until the conference is held or for a maximum of ten (10) days.

During the time of suspension, the student will remain at home. The student may return to school after the conference is held or after ten days. At this time, a decision will be made concerning the future status of the student regarding school attendance and his/her expected behavior. The student may or may not be subject to further discipline after the conference or upon returning to school.

During the suspension, each absence will be classified as unexcused. The student will not be allowed to make up missed work and will receive a grade of zero on all graded work missed during this time.

