

**OAK MOUNTAIN MIDDLE SCHOOL MISSION STATEMENT:**

*To expect and encourage nothing but the best in a nurturing, opportunity-rich environment.*

**Telephone Directory**

School Office	682-5210	Athletics	682-5363	Music Department	682-5217
Lunchroom	682-5216	Media Center	682-5214	Board of Education	682-7000
Registrar	682-5211	Attendance	682-5212		

**ADMINISTRATIVE STAFF**

Dr. Larry Haynes	Principal	Mrs. Ginger Hartsock	Bookkeeper and Office Mgr.
Mrs. Sheryl Jones	Assistant Principal	Ms. Stephanie Kloibhofer	Registrar
Mr. Jay McGaughy	Assistant Principal	Ms. Julianne Whittle	Attendance Clerk
Mrs. Kristi Turner	Administrative Assistant	Mr. Jason Winningham	Counselor
Mrs. Amy Becnel	Counselor	Mrs. Vanessa Shoemaker	Administrative Secretary
Mrs. Ashley Nipp	Counselor	Mrs. Amy Marvin	School Nurse

**ATTENDANCE** State law mandates attendance at school. Success in school is linked closely with being in the classroom, joining in class activities, and completing the assigned work on a regular basis. Only in the classroom can students take full advantage of classmates' ideas, teacher explanations of assignments, and other in-class activities that enrich learning. There is no way to duplicate the classroom experience after a student has been absent.

**ABSENCES** The Code of Conduct requires a written note from the parent, guardian or physician to be delivered to the school office within three days of return to school. Absence excuses can also be sent via email to the school. Excessive absences will be reported to the Shelby County Attendance Officer and may result in a referral to Early Warning in addition to failure to promote to the next grade level.

**CHECK-IN** An adult must sign-in any student who arrives after 7:50 A.M. Students arriving without a proper adult signature will be counted absent or tardy.

**CHECK-OUT** The custodial parent or legal guardian will designate individuals authorized to check out a student on the annual enrollment form. Only the custodial parent can authorize individuals 16 years of age or older to check-out a student. Individuals are required to present a photo ID at the time of check-out before a student can be released. If parents or guardians have special instructions about who may check-out a student, please call the attendance clerk. Custodial issues should be discussed at time of enrollment with the registrar or grade level counselor.

**MAKE-UP WORK** Only an excused absence permits assignments to be made up. The Code of Conduct states that students are required to make arrangements with each teacher regarding missed assignments within three days of an absence. Teachers will communicate due dates for which school work should be completed and turned in for credit.

**PRE-PLANNED ABSENCES** Parents who are aware of upcoming absences needing prior approval of the Principal should complete a Request for Pre-Planned Absence form the school web site and submit the form at least 5 days prior to absence. If approved, assignments to be completed may be provided to the student prior to the absence at the teacher's discretion and will be due upon return to school.

**EVERY ASSIGNMENT EVERY TIME** OMMS expects and encourages nothing but the best in each child. Teachers hold high expectations and provide students with the tools needed to become self-directed learners. Students are actively engaged in meaningful learning experiences which will prepare them to be productive citizens in our global society. The home and community are vital components of the school support team. To this end, students will complete all assignments and turn them in on the due date. Incomplete or poorly attempted assignments are not acceptable.

**TARDINESS** If a student is not in the assigned seat or area at the start of the bell, the student will be considered tardy to class. Only four (4) tardies are allowed during a calendar month. The fifth tardy will result in morning detention being assigned. The sixth tardy will result in Saturday School. The seventh tardy during a calendar month will result in in-school suspension. Habitual tardies may result in a parent conference, out-of-school suspension, and/or referral to Early Warning.

**PROMOTION/RETENTION FOR MIDDLE SCHOOLS** To be promoted, middle school students must:

- a. Comply with the Shelby County Attendance Guidelines
- b. Successfully complete course requirements in all academic subjects. These academic subjects include English Language Arts, Mathematics, Science, and Social Studies. If a student fails ONE or TWO of these subjects, he/she may have to attend Summer School and successfully complete the requirements or be placed in the next grade level and complete a standards recovery class.
- c. Students failing one or two academic subjects, but successfully completing Summer School can avoid retention. If a student fails more than two of the academic subjects, he/she must repeat the grade.

**VISITORS** Visitors to OMMS should report to the school office to sign in, obtain a visitor's pass and wait to be announced before going to their destination. We request that individuals visiting for an extended period of time (i.e. lunch with a student, working with a teacher in a classroom) model the expectations of our school dress code.

### **STUDENT BEHAVIOR**

Oak Mountain Middle School exists to provide young people with the finest education possible. One important goal of the middle school philosophy is to establish a learning climate that allows every student in the school to develop positive self-esteem, self-discipline, and respect for others. Behavior that fosters rather than deters the learning process will be encouraged. OMMS students are outstanding citizens who well represent themselves, their families, their school and their community. They uphold a long-standing tradition of conduct that reflects COURTESY and RESPECT toward all others. They display a healthy pride in their performance and appearance.

**CODE OF BEHAVIOR DURING SCHOOL EVENTS** Participation in social and athletic events is a privilege extended to all students at OMMS in good standing. With this privilege also comes the responsibility that students exhibit behavior that does not infringe upon the rights of others. Adherence to the following code of behavior is expected at all school related events:

Students will maintain self-control, both physically and verbally, during the regular school day and when attending after school events.

- Students will be personally responsible for their own behavior and follow the instructions of school personnel if disciplinary action becomes necessary.

Students will show respect, consideration and courtesy towards other students, staff and visitors.

Failure to exhibit appropriate behavior could result in disciplinary action as outlined by the Shelby County Code of Conduct.

**RECOGNITION NOTICES** As a reward for positive behavior or extraordinary academic achievement, students can earn recognition notices. There will be a drawing for prizes on the last day of each semester for any student who submitted his/her recognition notice to the front office.

**DISCIPLINARY ACTION** Most disciplinary problems at OMMS are of a relatively minor nature and the classroom teacher or any staff member present may issue appropriate consequences. If a student violates school rules, faculty members may impose classroom consequences, morning detention, or other options. For more serious offenses, or chronic, repeated violations of the Code of Conduct, the school administration will take appropriate action including, but not limited to, extended work assignments, morning detention, Saturday school, in-school suspension, out-of-school suspension, attendance or behavioral contracts, parent/guardian conferences, revocation of student privileges, New Direction Alternative School or other appropriate measures. **(See Shelby County Code of Conduct for additional information)**

Working with students and parents in a spirit of fairness, understanding, and cooperation is the desire of the staff of Oak Mountain Middle School. Our goal is to have students accept responsibility for their behavior with full awareness of the consequences.

**BULLYING, HARASSMENT, VIOLENCE, THREATS OF VIOLENCE, AND INTIMIDATION** Public school districts in Alabama are required to establish school board policy to address and prevent harassment, violence, threats to do violence, and intimidation in the school environment. The SCBOE adopted its own anti-harassment policy which strictly prohibits this behavior. Harassment/bullying is defined as a continuous pattern of intentional behavior, and includes (but is not limited to) written, electronic, verbal, or physical acts that are reasonably perceived to be threatening by the student-victim.

In an effort to minimize this type of behavior in the school environment, the SCBOE has created a process whereby a student, or the student's parent or legal guardian, may report instances of harassment to the school administrator for further review and investigation. The reporting form is available through the school district's website. When incidents of harassment/bullying are investigated and confirmed, the school administrator will apply appropriate disciplinary consequences.

**HALL PASSES** Students are required to have a pass from a teacher to leave the classroom unsupervised. This includes, but is not limited to restroom, water fountain, nurse, locker, office, and other classrooms.

**NUISANCE ITEMS** Any item which disrupts the learning process is not allowed at OMMS. Nuisance items will be confiscated and turned in to the school office. A parent must pick up a nuisance item by the last day of school or it will be discarded. Nuisance items include, but are not limited to: cell phones, laser pointers, hand-held electronics, iPads, AirPods, cards, candy, gum, and toys. Students bring these items to school at their own risk. ***The school is not responsible for attempting to recover these items should they be lost or stolen while at school, at school functions, or on the bus.***

**PERSONAL ELECTRONIC COMMUNICATION DEVICES** The visible or audible possession and/or use of personal electronic communication devices, including cellular telephones and smart watches, is prohibited during the instructional day for all students at OMMS or while being transported by a Shelby County school bus or other contracted transportation. If brought to school, these items should be turned-off and placed in the locker. As stated in the Code of Conduct, electronic devices are subject to review of texting, photos, and calls made and/or received, and social media platforms should the need arise. Students bring these items to school at their own risk. The school is not responsible for attempting to recover these items should they be lost or stolen while at school, at school functions, or on the bus.

**GUM/CANDY** Chewing gum is not allowed. Students who chew gum or eat candy without a teacher's permission will be assigned detention. If a teacher gives candy as a reward for good behavior or other reasons, that candy must be eaten only within that teacher's classroom.

**SELLING** Students are prohibited from selling any non-related school item of any kind at school or on a school bus.

**ACADEMIC HONESTY<sup>1</sup>** Students should seek total honesty and integrity in all aspects of life. Academic honesty means completing one's own work on which one is to be evaluated. Students should avoid academic dishonesty in all forms, including but not limited to cheating, plagiarism, forgery, fabrication, falsification, and other academic misconduct. Each student is responsible for his or her own work. **Please refer to the Academic Honesty Policy for additional information.**

**FIELD TRIPS** Field trips are an extension of the school curriculum. All school rules, including behavior and dress code, apply. All students should be in **good standing** with academics, attendance, and behaviorally to participate in a field trip.

**DETENTION** Detention meets every Tuesday morning at 7 a.m. Wednesday, 7 a.m. is considered a make-up day for students who are absent or arrive after 7 a.m. on Tuesday. Students are required to bring paper and pen/pencil to complete a writing assignment. Should the need to reschedule a detention arise, a written note from the parent/guardian is required by Monday morning, prior to the assigned detention. Parents have the option, once each year, to request that their child complete a writing assignment in exchange for a detention. A written note from the parent/guardian should be delivered to the office by Monday morning, prior to the assigned detention. Failure to attend detention will result in an assigned Saturday School. Students who are assigned two detentions in one week will be scheduled to attend Saturday School instead of detention. A student assigned more than two detentions in a week will receive additional consequences. **Administration does not remove teacher-assigned detentions. If there is a disagreement with a teacher over a detention, the student needs to write a letter to the teacher to request a review of the detention.**

**SATURDAY SCHOOL** Saturday School convenes on selected Saturdays from 8:00 A.M. until 12:00 noon under the supervision of school personnel. School administrators assign extra work assignments to be completed during Saturday School. Students should bring their school related materials and assignments to complete during Saturday School. Students who fail to bring their work will be assigned one additional day of Saturday School. Should the need to reschedule a Saturday School arise, a written note from the parent/guardian is required by Friday morning, prior to the assigned Saturday School. Students who fail to attend Saturday School without a note from a parent will be assigned In-School Suspension and the Saturday School will be rescheduled. Students repeatedly referred to Saturday School may be subject to further disciplinary action.

**SPECIAL EVENTS** A gala is a social activity for Oak Mountain Middle School students combining music, games and fun under the supervision of OMMS staff and parent volunteers. Sponsored by the parent volunteer groups, the galas provide opportunities for chaperoned social interaction while raising funds for the school. There are several galas throughout the school year: **Attendance at OMMS special events is a privilege and an honor that is reserved only for OMMS students who consistently exhibit proper behavior during the school day and during all school related events. Students repeatedly referred to any combination of detention, in-school detention, out-of-school suspension, and/or alternative school will not earn the privilege of attending special events, such as galas, field trips, banquets, etc.** Students who check out early, or are absent on gala day will not be allowed to attend the gala or other after-school

activities. Students who are disruptive at a gala will be asked to leave and will not be allowed to attend future events. Students not picked up at the appropriate dismissal time will not be allowed to attend future after-school events. Attire for galas is either school dress or dressier, depending on the specific event. We strongly encourage parental support to ensure the success of our galas.

### **PROGRAMS AND SERVICES**

**CAFETERIA** Breakfast and lunch are served each school day in the cafeteria with multiple serving lines and an "a la carte" menu. Each student has an individual account that can be used to deposit monies for meal expenses. It is the responsibility of the student and parents to monitor and manage this account. Parents should maintain sufficient funds in the lunch account. An account cannot maintain a negative balance. Additional information is provided at [www.myschoolbucks.com](http://www.myschoolbucks.com), an online payment system.

**GRADE REPORTING** A detailed progress report is available at all times through the parent portal of Power School. Report cards are issued four times per year.

**HEALTH SERVICES** A student who is ill may obtain a pass from a teacher to see the school nurse and/or call a parent. The Shelby County medication policy allows non-prescription drugs to be maintained with a parent's authorization. Any prescription drug must be accompanied with the appropriate form completed by the physician and submitted to the school nurse. All medicines must be in original unopened and unexpired containers, be age appropriate, and brought to school by a parent. Students may NOT transport medication.

**LOST AND FOUND** The school cannot assume responsibility for the loss of personal items. All items including jackets, purses, shoes, book bags, etc., should be clearly marked with your child's name in permanent ink. The office can attempt to return items that are labeled. However, students should check their classes, the front office, and the gymnasium for lost items.

**NOTICE TO PARENTS** As a parent/guardian of a student in a Shelby County school, you have the right to know the professional qualifications of the classroom teachers who instruct your child. Federal law allows you to ask for certain information about your child's classroom teachers, and requires us to give you this information in a timely manner if requested. Specifically, you have the right to ask for the following information about each of your child's classroom teachers:

Whether the Alabama State Department of Education has licensed or qualified the teacher for the grades or subjects he or she teaches.

Whether the Alabama State Department of Education decided that the teacher can teach in a classroom without being licensed or qualified under state regulations because of special circumstances.

- The teacher's college major; whether the teacher has any advanced degrees and, if so, the subject of the degrees.
- Whether any teachers' aides or similar paraprofessionals provide services to your child and, if they do, their qualifications.

If you would like to receive any of this information, please contact the school Principal.

**SCHOOL LOCKERS** Student lockers are school property and remain at all times under the control of the school; however, students are expected to assume full responsibility for the security of their lockers. Combinations should not be shared with other students. Periodic general inspections of lockers may be conducted by school authorities for any reason, at any time, without notice, without student consent, and without a search warrant.

**TEXTBOOKS** Textbooks are furnished by the State and issued to teachers to be used in class. **The parent or legal guardian of a student by whom textbooks are issued shall be held liable for any loss, abuse, or damage in excess of that which would result from the normal use of these books.**

**TRANSPORTATION** The school bus is an extension of the classroom. All Shelby County Board of Education and Oak Mountain Middle School rules apply. Any student not abiding by the OMMS school rules, and the Shelby County Code of Conduct, may be suspended from the bus and become subject to disciplinary action as outlined in these documents.

**BUS:** Students are required to ride the same bus daily. **Crowded conditions prohibit guests riding the bus with your student.** In the event of an emergency and a student needs to ride a different bus, please send a written request to the administrative office for approval at least 24 hours in advance. A parent note is also required to request a student be allowed to get off the bus at a different stop. The west side of the school is reserved for bus traffic only.

**CAR:** Morning: Students may enter the building no earlier than 7:00 a.m. Car riders are expected to exit along the white curb. Please pull into a designated parking space if additional time is required to unload. Students who arrive after 7:50 a.m. must be checked in by an adult in the front office.

Afternoon: Car riders dismiss at 2:55 p.m. and report to the front of the school to wait to load cars at the instruction of school personnel. Please form a double line for afternoon pick-up. Students should be picked up by 3:20 p.m.

**DRIVERS ARE ASKED TO REFRAIN FROM USING CELL PHONES WHILE IN THE CAR RIDER LINE.**

#### **Bibliography**

Westborough Middle School. August 2011-2012. 13 June 2012.

**OAK MOUNTAIN MIDDLE SCHOOL**  
**Dress Code**

Oak Mountain Middle School students are expected to be clean and neat, in keeping with an atmosphere for learning. **Unless there is a medical or other compelling reason, the administrative staff shall have the final authority in determining acceptable or unacceptable dress and/or grooming.**

- A. All students must wear **shirts, blouses, or dresses with a collar or with a non-revealing neckline**, such as crew neck, jewel neck, or boat neck. Students should not wear strapless tops, tube tops, halter-tops, low cut, open back, backless, bare midriff, or clothing that allows the midriff to be exposed. As a rule of thumb - when the arms are raised, shirts that allow the midriff to be exposed should not be worn to school. Camisoles are permitted and are encouraged to eliminate an exposed midriff or cleavage.
- B. Male students must wear sleeved garments. Female students may wear sleeveless garments which adequately cover undergarments. Spaghetti and/or thin-strapped shirts may be worn only if over another T-shirt or if covered by a blouse with sleeves. Only sleeveless blouses or dresses in which the shoulder is fully covered from the base of the neck to top of arm will be considered acceptable.
- C. No obscene language and/or illegal substance advertisements (to include alcohol and tobacco advertisements) may be worn on clothing or accessories.
- D. No hats, caps, bandannas, head coverings, hair curlers, picks, or sunglasses will be worn in school.
- E. Skirts, shorts and dresses must be mid-thigh or longer in front and back. Shorts must have a minimum 7 inch inseam. No slits or leg openings may be above mid-thigh. Leggings/Jeggings may only be worn as an accessory to a dress, skirt, or appropriate top that is at least mid-thigh length. No t-shirts with leggings/jeggings will be allowed.
- F. Belts must be worn at the waist with pants, shorts, and skirts that have belt loops. Pants, shorts, and skirts without belt loops must be worn at the waist and should fit properly. Articles of clothing worn too low, too long, too large, too tight, or too loose are not permitted. Pajama style pants, snap aways, and soccer/athletic shorts are prohibited. Athletic type pants/shorts may be worn only during physical education classes. (Including but not limited to, wind suit pants and soccer shorts.)
- G. Jackets and coats are to be worn in good taste. Generally, these are inappropriate to be worn in the classroom.
- H. For safety reasons, students are required to wear appropriate shoes that fit securely at all times. Shoes with wheels are not appropriate for the school environment.
- I. Students' clothing should be **neat and clean and should not be in noticeable disrepair**. Unhemmed (cut-off) shorts, skirts, shirts, pants, and garments with inappropriate holes/slits (above the knee) are not allowed.
- J. Ear piercings are allowed. All other piercings, hairstyles, and other adornments (including tattoos) that draw attention to oneself in a manner that may be disruptive to the educational process are prohibited.
- K. Appropriate undergarments must be worn and not visible.
- L. Students are prohibited from wearing any metal chains, metal spiked apparel, oversized belt buckles, or accessories.
- M. Students are to wear clothing in the manner it is designed to be worn, i.e., clothing worn backwards or inside out is not allowed. No excessively tight or revealing clothing, such as fishnet or see-through garments, may be worn.
- N. Students are prohibited from wearing any sign, symbol, logo, or garment, which has become synonymous with any gang, cult, or unauthorized club or organizational activity. This also includes any avenue for the promotion of products or activities prohibited by school policy or that is inflammatory and may generate negative feelings among the student body.

The Board of Education has given Principals the discretion to determine the appropriate dress on special occasions. **Attire for Galas and after-school activities must follow the OMMS dress code.**

**Board policy states that students who have questionable or inappropriate dress will not be allowed to attend class.**

\*\* *At* time of production 6/22. The above may be revised for the 2022-2023 school year.

# ACADEMIC HONESTY POLICY

Students should seek total honesty and integrity in all aspects of life. Academic honesty means completing one's own work on which one is to be evaluated. Students should avoid academic dishonesty in all its forms, including but not limited to cheating, plagiarism, fabrication or falsification, and other academic misconduct.

**CHEATING:** A form of dishonesty where a student attempts to give the appearance of a level of knowledge or skill that has not been obtained. Examples include, but are not limited to:

- Copying, or allowing someone to copy, during an examination or while completing an assignment, project, etc.
- Using unauthorized materials during an examination or while completing an assignment, project, etc.
- Collaborating on an examination or assignment without authorization.
- Taking an examination or completing an assignment for another, or permitting another to take an examination or to complete an assignment for you.

**PLAGIARISM:** A form of dishonesty where a student deliberately or non-deliberately represents the words, ideas, or data of another as one's own without providing proper attribution to the author through quotation, reference, or footnote. Examples include, but are not limited to:

- **Direct Plagiarism.** The verbatim copying of an original source without acknowledging the source.
- **Paraphrased Plagiarism.** The paraphrasing, without acknowledgment, of ideas from another that the reader might mistake for his/her own.
- **Plagiarism Mosaic.** The borrowing of words, ideas, or data from an original source and blending this original material with one's own without acknowledging the source.
- **Insufficient Acknowledgement.** The partial or incomplete attribution of words, ideas, or data from an original source.

**FABRICATION/FALSIFICATION:** A form of dishonesty where a student invents or distorts the origin or content of information used as authority. Examples include, but are not limited to:

- Citing a source that does not exist.
- Citing information from a source which is not included in the source for which credit is given.
- Citing a bibliography source when it was neither consulted nor cited in the body of the assignment.

**OTHER ACADEMIC MISCONDUCT:** Any academically dishonest, deceitful, or inappropriate act which is intentionally committed. Examples include but are not limited to:

- Inappropriately providing or receiving information or academic work so as to gain unfair advantage over others.
- Attempting to gain academic advantage not rightfully earned by improperly changing, reporting, or grading academic work.
- Attempting to gain academic advantage not rightfully earned by bribery or by any act of offering, giving, receiving, or soliciting anything of value to another for such purpose.
- Obtaining or providing to another a test or answers to a test which has not been administered.
- Continuing to work on an examination or assignment after the allocated time has elapsed.

- Submitting the same work for more than one class without disclosure or approval.
- Receiving equal credit on group assignments when equal work was not completed.
- Planning with another to commit any act of academic dishonesty.

An academic honesty violation is a serious offense. An accusation should be made immediately but not in front of other students. A student may deny if accused in front of his or her peers but may confess if confronted privately with proof to support the accusation.

In most instances, a student in violation of the honesty policy should receive a zero for the assignment and be referred to the office. The administrator will assign additional consequences (usually a Saturday School).

Before infractions arise, teachers should always practice preventative techniques that discourage the temptation to act dishonestly. Two of these techniques include:

- Explaining the multiple forms of academic dishonesty and the seriousness of the consequences for academic dishonesty. Consequences include receiving zero credit and being assigned to Saturday School.
- Being aware of the most tempting times to act dishonestly (completing homework in the morning prior to school, taking a test, and grading an assignment).

At any time, if one student is copying another student's work, both assignments should be taken and given to the teacher who assigned the work. During a test, students may be tempted to look on another's paper. The seating arrangement during a test should place students so that maximum space is between them. The teacher should move around the room and constantly monitor the class during a test.



# Shelby County Schools

## Student Device and User Agreement

This agreement is for student use of district-owned technology. By accepting equipment you agree to abide by the terms below:

**Policy Compliance:** You will comply at all times with the Shelby County Schools Acceptable Use Policy outlined in the Student Code of Conduct. Any failure to comply with these policies may terminate your rights of possession effective immediately and the District may repossess the property.

**Title:** Legal title to the property is with the district and shall at all times remain in the District. Your right of possession and use is limited to and conditioned upon your full and complete compliance with this agreement.

**Loss or Damage:** If the property is damaged or lost due to negligence or abuse you are responsible for the reasonable cost of repair or its fair market value. If stolen a police report must be filed within 48 hours. You must report a loss to the school within 24 hours. All repairs must be performed by Shelby County District Technicians.

**Repossession:** Students should return all equipment on the date set by the school or at the end of the school year. If a student withdraws or is expelled from the Shelby County school system, equipment must be returned immediately. Any non-compliance with the terms of this agreement entitles the District to take any and all measures reasonably necessary to take possession of the property.

**Terms of Agreement:** You have the right to use and possess the property throughout the time set by your school. At the end of the possession period or time of withdrawal from Shelby County Schools, you are required to return the property to the district by the date, time, and location designated by the district.

**PLEASE PRINT STUDENT INFORMATION**

I, the undersigned parent/guardian, acknowledge that I have reviewed and understand the terms and conditions of this Student Device and User Agreement. I agree to the terms and conditions contained in this agreement.

Student \_\_\_\_\_ School **OMMS**

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

**School Use Only:**

Device Type	Serial Number	Asset Tag	Charging/Power Cables Yes/No

*Shelby County Schools*  
**School Bus Rules and Regulation**

In order to maintain the safety of all OMMS students, please review these bus rules. These rules apply for daily school bus transportation as well as bus transportation during field trips.

Prior to Loading (on the road and at school):

- a. Be at the bus stop at least five minutes ahead of scheduled pick up time. The bus must maintain a strict schedule and cannot wait for students who are not at the bus stop.
- b. Stay off the road at all times while waiting for the bus. No horseplay near the road.
- c. Be careful when approaching the bus stop.
- d. Do not move toward the buses at the school loading zone until buses have been brought to a complete stop.
- e. The bus must come to a complete stop before you attempt to load or unload.
- f. Cross the road in front of the bus, **!!kill** behind. Wait on the side of the road for the driver to motion that it is okay to cross the street.

While on the bus:

- a. Keep your head and hands inside the bus at all times.
- b. Assist in keeping the bus clean. (No eating or drinking on the bus.)
- c. Remember that loud talking and laughing or unnecessary confusion diverts the driver's attention and may result in a serious accident.
- d. Treat bus equipment as you would valuable furniture in your home.
- e. Never tamper with the bus, the emergency door, or any other equipment.
- f. Leave no books, packages, coats or other items on the bus. Don't bring glass or potentially dangerous items on the bus.
- g. Keep the aisles and driver compartment clear of books, packages, coats and other items.
- h. Help look after the safety and comfort of small children.
- i. Never leave your seat while the bus is in motion.
- j. Never throw anything inside the bus or out of the bus window.
- k. Horseplay is not permitted on or around the bus.
- l. Be courteous to fellow pupils and the bus driver.
- m. **Absolute quiet** is necessary when approaching a railroad crossing.
- n. In case of a road emergency, remain in the bus and follow the driver's directions.
- o. Tobacco products are not permitted on the bus.
- p. Use of vulgar or profane language is prohibited.
- q. Do not change buses or leave the bus except at your regular stop without written permission from the school administration.

**Shelby County Schools  
OMMS Grading Policy**

**In order to better reflect student learning and achievement, secondary teachers in Shelby County Schools will utilize a district-wide categorical grading system. Grades will be divided into 3 weighted categories: 60%, 30%, and 10%. OMMS grades will be calculated by category points. Teachers will use their professional discretion as to which category an assignment will fall into. Below is an example of the grading method.**

<p><b>Gold 60%</b> <b><u>(End)</u></b> This category will consist of major assignments that are summative in nature such as tests and projects.</p>
<p><b>Silver 30%</b> <b><u>(Middle)</u></b> This category will consist of assignments that measure learning along the way. These formative assessments will be made up of assignments such as quizzes, assignments that build to a gold level project or paper, collaborative work, homework, lab reports, classwork, quizzes, etc.</p>
<p><b>Bronze 10%</b> <b><u>(Beginning)</u></b> This category will be made up of practice assignments such as homework, bell ringers, classroom participation, study guides, etc.</p>

Examol

	Earned Points	Average of Earned Points	Category Percent	
Gold	270/300	90	x60%	=54/60
Silver	558/600	93	x30%	=27.9/30
Bronze	910/1000	91	X 10%	=9.1/10
<b>TOTAL</b>				<b>=91/100%</b>

## Oak Mountain Middle School Expectations

"This is Our Mountain"

### Cafeteria Expectations

#### EAG LE

<b>p</b>	<b>R</b>	<b>I</b>	<b>D</b>	<b>E</b>
POSITIVITY	RESPECT	INTEGRITY	DETERMINATION	EXCELLENCE
<ul style="list-style-type: none"> <li>• Be positive about your day</li> <li>*Treat others with kindness and respect</li> </ul>	<ul style="list-style-type: none"> <li>• Respect school property</li> <li>• Return trays and utensils</li> <li>*Leave only with your <b>teacher's permission.</b></li> <li>• <b>USE</b> appropriate language and voice level</li> </ul>	<ul style="list-style-type: none"> <li>*Use Cafeteria entrances across from the <b>Media Center</b> and from Concession Hall</li> <li>• Begin at the end of the line and stay in line</li> <li>• Use the entrance to the serving area</li> <li>*Keep your cell phone off and stored in your locker</li> </ul>	<ul style="list-style-type: none"> <li>*Dedicate yourself to being on time</li> <li>• Remain seated and at your table</li> <li>• Return to your seat after throwing away your trash</li> </ul>	<ul style="list-style-type: none"> <li>*Walk slowly and safely at all times</li> <li>• Place trash in the appropriate containers</li> </ul>

### Locker Room Expectations

#### EAG LE

<b>p</b>	<b>R</b>	<b>I</b>	<b>D</b>	<b>E</b>
POSITIVITY	RESPECT	INTEGRITY	DETERMINATION	EXCELLENCE
<ul style="list-style-type: none"> <li>*You can change clothes within the allotted time</li> <li>*Treat others with kindness and respect</li> <li>• Keep comments positive and polite</li> </ul>	<ul style="list-style-type: none"> <li>• Respect school property and equipment</li> <li>• Respect others, their privacy, and their property</li> <li>*Be nice</li> <li>• Use appropriate language and voice level</li> </ul>	<ul style="list-style-type: none"> <li>• Take responsibility for <b>your actions</b></li> <li>• Know only your own locker combination</li> <li>• Report to class promptly</li> <li>• Keep your cell phone off and stored in your hall locker</li> </ul>	<ul style="list-style-type: none"> <li>• Dedicate yourself to being on <b>time</b></li> <li>*<b>Make sure your belongings are</b> locked in your locker</li> <li>*Seek help when needed</li> </ul>	<ul style="list-style-type: none"> <li>*Keep the locker room clean</li> <li>*Report problems</li> <li>• Be a good role model</li> </ul>

## Oak Mountain Middle School Expectations

"This is Our Mountain"

### Classroom Expectations

#### EAGLE

P	R	I	D	E
POSITIVITY	RESPECT	INTEGRITY	DETERMINATION	EXCELLENCE
<ul style="list-style-type: none"> <li>• Always show your best attitude</li> <li>• Expect to be successful</li> <li>• strive to do your best</li> <li>• Be open to all learning possibilities</li> <li>• Treat others with kindness and respect</li> </ul>	<ul style="list-style-type: none"> <li>• Respect school property and equipment</li> <li>• Allow others the best opportunity to learn</li> <li>*Be nice</li> <li>• Use appropriate language and voice level</li> </ul>	<ul style="list-style-type: none"> <li>• Be honest with yourself</li> <li>• Speak up when you don't understand</li> <li>*Do your own work</li> <li>*Say what you'll do and do what you say</li> <li>• Keep your cell phone off and stored in your locker.</li> </ul>	<ul style="list-style-type: none"> <li>*Dedicate yourself to being on time</li> <li>*Keep trying even when it is difficult</li> <li>• seek help when needed</li> <li>• set goals and strive to reach them</li> </ul>	<ul style="list-style-type: none"> <li>• Extend yourself beyond the <b>minimum; effort makes a difference</b></li> <li>• Push yourself to be what you want to be</li> <li>• Organize and prioritize</li> <li>• Develop your study skills</li> </ul>

### Office Expectations

#### EAGLE

P	R	I	D	E
POSITIVITY	RESPECT	INTEGRITY	DETERMINATION	EXCELLENCE
<ul style="list-style-type: none"> <li>• Be positive about your day</li> <li>• Be part of the solution</li> </ul>	<ul style="list-style-type: none"> <li>• Maintain a quiet work environment</li> <li>• Present issues Individually</li> </ul>	<ul style="list-style-type: none"> <li>• State your name and purpose upon entering</li> <li>• Be honest <b>about</b> the <b>purpose of your visit</b></li> <li>• Return to class promptly</li> </ul>	<ul style="list-style-type: none"> <li>*Practice patience; wait your turn</li> <li>• Conduct business in a timely manner</li> </ul>	<ul style="list-style-type: none"> <li>*Be polite; remember please and thank you</li> <li>*Take responsibility for your <b>actions and accept</b> consequences graciously</li> </ul>

### Restroom Expectations

#### EAGLE

P	R	I	D	E
POSITIVITY	RESPECT	INTEGRITY	DETERMINATION	EXCELLENCE
<ul style="list-style-type: none"> <li>*<b>You can use the restroom</b> in a timely manner</li> </ul>	<ul style="list-style-type: none"> <li>• Respect school property</li> <li>*<b>Respect others' privacy</b></li> </ul>	<ul style="list-style-type: none"> <li>• Go directly to the restroom and return to your class promptly</li> </ul>	<ul style="list-style-type: none"> <li>• Be determined to be in class</li> <li>• Schedule bathroom breaks</li> </ul>	<ul style="list-style-type: none"> <li>• Use a signed hall pass in your agenda when needed</li> <li>• Keep the restroom clean</li> <li>• Report problems</li> </ul>

• Treat others with kindness and respect

\*Wash hands properly  
• Use appropriate language and voice level

• Keep your cell phone off and stored in your locker

wisely

## Oak Mountain Middle School Expectations

"This is Our Mountain"

### Hallway Expectations

#### EAG LE

<b>p</b>	<b>R</b>	<b>I</b>	<b>D</b>	<b>E</b>
POSITIVITY	RESPECT	INTEGRITY	DETERMINATION	EXCELLENCE
<ul style="list-style-type: none"> <li>*You can get to class in 5 minutes</li> <li>*Smile</li> <li>• Be positive about your day</li> <li>*Treat others with kindness and respect</li> </ul>	<ul style="list-style-type: none"> <li>• Respect others and their property</li> <li>• Respect school property</li> <li>• use appropriate language and voice level</li> </ul>	<ul style="list-style-type: none"> <li>• Take responsibility for your actions</li> <li>*Know only your own locker combination</li> <li>• Keep your cell phone off and stoned in your locker</li> </ul>	<ul style="list-style-type: none"> <li>• Dedicated yourself to being on time</li> <li>• strive to keep a clean and neat locker</li> </ul>	<ul style="list-style-type: none"> <li>• use a signed hall pass in your agenda when needed</li> <li>• walk slowly and safely at all times</li> <li>• Keep to the right</li> </ul>

### Bus Expectations

#### EAG LE

<b>p</b>	<b>R</b>	<b>I</b>	<b>D</b>	<b>E</b>
POSITIVITY	RESPECT	INTEGRITY	DETERMINATION	EXCELLENCE
<ul style="list-style-type: none"> <li>*Treat others with respect and kindness</li> <li>• Keep Comments Positive and Polite</li> </ul>	<ul style="list-style-type: none"> <li>*Respect Bus Driver and the Bus Environment</li> <li>*Keep the Bus Neat and Clean</li> <li>• use appropriate language and voice level</li> <li>• Maintain a Quiet Environment</li> </ul>	<ul style="list-style-type: none"> <li>*Be honest</li> <li>*Take Responsibility for Your Actions</li> <li>*Sit in Assigned seat or class section</li> <li>• speak up when you don't understand</li> </ul>	<ul style="list-style-type: none"> <li>• Dedicate yourself to being 5 minutes early to your morning bus stop</li> <li>• Remain seated until the bus comes to a complete stop</li> <li>• Practice Patience, wait your turn when exiting the bus</li> </ul>	<ul style="list-style-type: none"> <li>• Be a good Role Model</li> <li>*Strive to help the Sub Bus Driver make all the stops</li> </ul>

## Oak Mountain Middle School Expectations

"This is Our Mountain"

### Assembly Expectations

#### EAG LE

<b>p</b>	<b>R</b>	<b>I</b>	<b>D</b>	<b>E</b>
POSITIVITY	RESPECT	INTEGRITY	DETERMINATION	EXCELLENCE
<ul style="list-style-type: none"> <li>• Show appropriate enthusiasm</li> <li>*Keep remarks and gestures positive and polite</li> </ul>	<ul style="list-style-type: none"> <li>• Respect school property</li> <li>• Give the speaker or presenter your full attention</li> <li>•sit In an appropriate <b>manner</b></li> <li>*Cooperate with all adult requests</li> </ul>	<ul style="list-style-type: none"> <li>*Sit in appropriate areas</li> <li>*Remain with your group</li> <li>• Keep your cell phone off <b>and stored in your locker</b></li> </ul>	<ul style="list-style-type: none"> <li>*Dedicate yourself to being on time</li> <li>*Remain seated except when It is appropriate to stand</li> </ul>	<ul style="list-style-type: none"> <li>• Attend assemblies with an open mind</li> <li>• Enter and exit In a quiet, orderly manner</li> </ul>

### Athletic Event Expectations

#### EAG LE

<b>p</b>	<b>R</b>	<b>I</b>	<b>D</b>	<b>E</b>
POSITIVITY	RESPECT	INTEGRITY	DETERMINATION	EXCELLENCE
<ul style="list-style-type: none"> <li>*Show appropriate enthusiasm</li> <li>*Keep remarks and gestures positive and polite</li> <li>*Treat others with kindness</li> </ul>	<ul style="list-style-type: none"> <li>•use appropriate language and voice level</li> <li>*Respect the other team, spectators, and officials</li> <li>• Respect school property</li> </ul>	<ul style="list-style-type: none"> <li>•Be responsible for your <b>actions</b></li> </ul>	<ul style="list-style-type: none"> <li>•sit In appropriate areas and remain seated</li> </ul>	<ul style="list-style-type: none"> <li>• Enter and exit at appropriate times</li> <li>• Accept winning and losing graciously</li> </ul>

### Library Media Center Expectations

#### EAG LE

<b>p</b>	<b>R</b>	<b>I</b>	<b>D</b>	<b>E</b>
POSITIVITY	RESPECT	INTEGRITY	DETERMINATION	EXCELLENCE
<ul style="list-style-type: none"> <li>*Recommend new book titles to the librarian and others</li> <li>*Treat others with kindness and respect</li> </ul>	<ul style="list-style-type: none"> <li>• Respect library staff and <b>resources</b></li> <li>*<b>Return materials</b> promptly</li> <li>• Follow library rules</li> <li>•use appropriate language and voice level</li> </ul>	<ul style="list-style-type: none"> <li>• Check out all materials prior to leaving the library</li> <li>*Use computers for school projects only</li> </ul>	<ul style="list-style-type: none"> <li>*seek help when needed</li> <li>*Remain focused on your task</li> </ul>	<ul style="list-style-type: none"> <li>*<b>Be</b> helpful</li> <li>• <b>Be a</b> good role model</li> <li>*Be polite; remember please and thank you</li> </ul>

	<b>Conflict</b>	<b>Rude</b>	<b>Mean</b>	<b>Bullying</b>
<b>Frequency</b>	Occasional	Occasional	Once or twice	Is REPEATED
<b>Intent</b>	Not planned; in the heat of the moment	Unintentional	Intentional	PLANNED; done intentionally (on purpose)
<b>Who is hurt?</b> <b>One way or two way</b>	Two way Both parties have an equal emotional reaction	One way Can cause hurt feelings	One way Can hurt others deeply	One way Strong emotional reaction from the target, <b>not</b> the bully
<b>Cause</b>	Disagreement; all parties want to work things out	Based in thoughtlessness, poor manners	Based in anger or impulsive cruelty	Bully is trying to gain power over the target
<b>Taking responsibility</b>	All parties will accept responsibility	Rude person accepts responsibility	Mean behavior is often regretted	The bully blames the target
<b>Who wants resolution</b>	Effort is made by all parties to solve the problem	The target may want resolution	The target wants resolution	The target wants to stop the behavior; the bully does not
<b>Resolution</b>	Can be resolved through mediation	Can be resolved through mediation	Can be resolved through mediation	CANNOT be resolved with mediation
<b>Steps to take</b>	Ignore it; talk it out; walk away	Ignore it; point out rudeness; walk away	Tell an adult; ask for help or mediation	Tell an adult; do not retaliate

Source: Jennifer Astles, DASA Newsletter, January 2014. TST BOCES

Rude = Someone says or does something unintentionally hurtful once  
Mean = Someone says or does something intentionally hurtful once or twice

Bullying = Someone says or does something intentionally hurtful and they keep doing it even when you tell them to stop. Bullying is repeated over time. involves an imbalance of power (real or perceived), may involve threats, spreading rumors, social exclusion.



# ***Help! I think I'm being Bullied***

Did it happen once or twice or with weeks/months  
in between?

(If the answer is yes, then it's not bullying)

Did you do or say something back?

(If the answer is yes... it's not bullying)

Did the person intend to hurt you?

(If the answer is no... it's not bullying)

## DISCIPLINARY AND ATTENDANCE INFORMATION

### DETENTION

Issued by teacher or administrator with pink copy requiring a returned parent signature the next day. Issued for any Class I or II Violation: appearance policy, horseplay, gum, disrespect, excessive talking, etc. Served Tuesday of the next week at 7:00 am; if Tuesday is missed, detention can be served on Wednesday; Failure to attend detention results in a Saturday School referral

#### Detention Accommodations:

- May trade for sentences one time per year; requires parent note on Monday BEFORE detention. See Mrs. Shoemaker/Admin. Secretary.
- May reschedule detention one time per year; requires parent note BEFORE scheduled detention.
- If you don't agree with the detention, you need to write a letter to the teacher! Allow 24 hours for a response! Administration does not remove detentions!

### SATURDAY SCHOOL

Issued by an administrator; Issued for 2 detentions/week, lying, cheating, forging, excessive tardies, missing detentions, etc.; Meets from 8:00 am-12:00 pm; Must work on school assignments. Failure to attend Saturday School results in 2 days ISS + a rescheduled Sat School.

### IN-SCHOOL SUSPENSION

Issued by an administrator; Issued for failure to attend Sat School, cell phone, striking/hitting, excessive tardies, disrespect, defiance, etc. May be served on any day/s of the week in Room G-1 from 7:50 am-3:00 pm.

### OUT-OF-SCHOOL SUSPENSION

Issued by an administrator; Automatic upon Class III violations (fighting, harassment, etc). May also occur with frequent Class II violations. Varies in length (1 - 10 days); Often requires parent conference prior to return to school. Daily work/Bronze assignments are not allowed to be made up.

### NEW DIRECTIONS- (ALTERNATIVE SCHOOL)

Referred by an administrator; Results from possession of alcohol, unapproved drugs, stealing, sexual misconduct, criminal actions, repeated violations, assault, etc. Will be referred for 20 or 40 days; located in Columbiana; Students must provide their own transportation.

### EARLY WARNING

Shelby Co. court referral system; Required court appearance before a judge; Results from disciplinary or attendance infractions.

## ATTENDANCE POLICY

Any student enrolled in grades 6-12, who accumulates more than 10 absences during the year, is subject to being retained in the same grade the succeeding year. Absences beyond 10 (excluding **Doctor's excuse which indicates that the student visited the doctor and was treated for the illness** and - **legal** absences) must be documented with a doctor's or court excuse or permission of the principal. Once a student has accumulated 10 or more parent note absences, a doctor's excuse will be required to explain any future absences through the end of the school year (SCBOE Code of Conduct).

- Requires written or emailed excuse, within 3 days, for every absence; 2<sup>nd</sup> unexcused absence = letter home
- 2<sup>nd</sup> - 3<sup>rd</sup> unexcused absence = pre-early warning conference with parent, student, and administrator
- 5<sup>th</sup> unexcused absence = referral to Early Warning Court with Judge
- Maximum of 10 parent notes per year

## CELL PHONE POLICY

- School is not responsible for recovering cell phones.
- Phones must always be stored in your locker and should be powered off.
- The unauthorized use of personal communication devices during instructional day or transport = disciplinary action (Class II Violation)
- No cell phones in the locker rooms or restroom. Cell phone use in these areas may result in Alternative School referral.

### Cell Phone Consequences:

- Detention; 1-day In-school Suspension (ISS); 1-day Out of School Suspension (OSS); New Directions Referral
- For first and second offenses, student may pick up the phone from the administrative office at the end of the school day. Beginning at the third offense, parent must pick up the phone from the school.

## OTHER IMPORTANT INFORMATION

- Unauthorized, nuisance, or illegal items should never be brought to school! Weapons, including ammunition, drugs, cigarettes, including e-cigarettes, vapes and their paraphernalia.
- If someone is annoying you or making inappropriate comments to you, First thing is to ask them to stop! If it stops= No Problem! If it doesn't, report to an adult.
- If you feel threatened ... Always go to a teacher or other adult to explain the problem. When sent to the office, an administrator will have you: (1) write a truth statement, (2) discuss the problem. The administrator will then continue the investigation.
- Don't be the messenger/stirring the pot. Instigating issues can lead to discipline consequences.
- Cyber bullying/social media bullying - can become a school issue if it interferes with student learning.

### Bell Schedule for 2022-2023

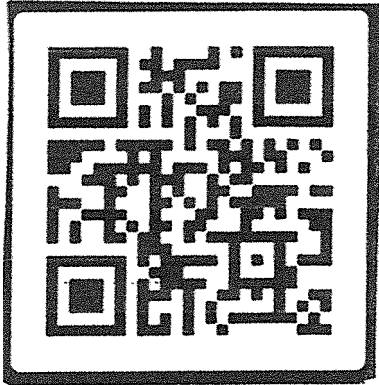
6 <sup>th</sup> Grade	Period	7th - 8th Grade
7:50-8:50 (60 m)	1*	7:50 - 8:45 (55 m)
8:55-9:50 (55 m)	2	8:50 - 9:45 (55 m)
9:55 -10:50 (55 m)	3	9:50 -10:45 (55m)
10:55 -12:15	4	10:50-11:45 (55 m)
10:55--11:20	4A	
11:20 --11:45	4B	
12:20- 1:15 (55m)	5	11:50- 1:10
		11:55 -12:20 5A
		12:20-12:45 5B
		12:45- 1:10 5C
1:20 -- 2:15 (55m)	6	1:15 -- 2:10 (55 m)
2:20 - 3:00 (40m)	7	2:15 - 3:00 (45 m)

# OAK MOUNTAIN MIDDLE SCHOOL

## *Rotating Schedule*

Monday	Tuesday	Wednesday	Thursday	Friday
1st	6th	3rd	2nd	1st
2nd	1st	6th	3rd	2nd
3rd	2nd	1st	6th	3rd
4th	4th	4th	4th	4th
5th	5th	5th	5th	5th
6th	3rd	2nd	1st	6th
7th	7th	7th	7th	7th

Breakfast/Lunch Menu



MySchoolBucks

