

## WELCOME

Dear Parents and Students,

Welcome to Mabry Middle School! We are excited to begin the 2023 - 2024 school year. For some, it is the beginning of a new chapter in the story called *Education*. For others, it is a returning to another year of growth and adding another chapter to the section titled *Middle School*.

To all of our students and parents, one chapter regarding the sixth, seventh, and eighth grades is *A Time of Change*. Our staff will work to make these acclamations and changes to each grade level smooth and tranquil. We understand that there are many differences between a rising sixth grader and a rising eighth grader. We also understand that at each grade level students are constantly changing, growing, and learning. With this understanding of the middle school student, we ask that you share our vision with us: to inspire individuals to succeed by embracing the limitless challenges of the future. Without your partnership, our vision will not meet success.

This handbook contains a variety of valuable information for you and your student. Although not inclusive of every aspect of the middle school program, or of the many varied opportunities at Mabry Middle School, it does provide an overview of many important aspects of the middle school experience. If at any time during the school year you have questions or concerns, please do not hesitate to call. If your questions are related to in-class events, please ask to speak with that teacher. If the question deals with other characteristics of the school day, please contact the administrative team directly. As we want this to be a positive and productive year for you, we encourage you to contact the school for assistance or information as the need arises.

Once again, welcome to Mabry Middle School! We look forward to writing another chapter with you and your student. We will do our best to meet the academic, social, and emotional needs of all of our children.

Mr. Jonathan Tanner, Principal

## OUR PHILOSOPHY

Mabry Middle School uses a team approach designed to involve students, teachers, parents, and the community. The purpose of this team effort is to establish a climate of mutual respect conducive to the intellectual, emotional, moral, social, and physical development of the child. The educational opportunities and experiences afforded each child during his or her middle school career are the joint responsibilities of the team.

The middle school years are a transitional period. The duration of this transition between childhood and adolescence differs with each student. The Mabry Staff is dedicated to helping young people during these crucial years.

Adolescence is a time of self-awareness. Through an atmosphere of discovery, each student experiences feelings of satisfaction and worth. Exposure to and success with various academic, connections, and physical education areas facilitate individual growth. Students are unique in their experiences, abilities, achievements, and needs. Mabry Middle School provides an instructional program designed to meet these needs through an appropriate curriculum in academics, connections and physical education.

## COBB COUNTY MIDDLE SCHOOL'S VISION

With recognition of the uniqueness of the middle school student, the vision of the personnel of the Cobb County Middle Schools is to:

1. Provide a secure, caring environment in which every student feels free to explore and grow.
2. Implement the most effective learning programs to ensure success for all students.
3. Help every student develop the skills to become a life-long learner in our ever-changing technological and global society.

### WHO'S HERE TO HELP?

**ADMINISTRATORS:** The administrative team is responsible for the overall operation of the school. They work with students, parents, teachers, counselors, and other staff members to coordinate a successful educational experience.

**COUNSELORS:** The counseling team is here to assist you in many ways. A counselor is a person with whom you may talk privately or with whom you and other students may share ideas concerning school, personal problems, or future plans. They are available to help parents, teachers, and students so that everyone will have a successful and enjoyable time at Mabry Middle School. Counselors coordinate a variety of activities including the following:

- Classroom guidance
- Small group counseling activities
- Articulation activities for rising sixth and ninth graders
- Conflict mediation
- Individual Counseling
- Parent conferences

**FRONT OFFICE:** The front office team is responsible for helping our school day run smoothly. They can assist parents and students with everything from late arrivals and early checkouts to Synergy login information and payment processing.

**NURSE:** The school nurse is responsible for helping students in need of first aid assistance, daily prescription medication, or students who become ill at school.

**CAMPUS OFFICER:** The District's Police Department provides the first level of safety support for our schools. A Campus Officer is a full-time certified law enforcement officer stationed at Mabry who works closely with the District as well as the staff and administration at Mabry to ensure the safety of our building, staff, and students.

**TEACHERS:** The team of over 50 teachers at Mabry work together to provide an engaging learning environment for all our amazing students.

**THANK YOU TO OUR PARTNERS IN EDUCATION**  
Bode + Ev, Blulilla Studios, MissQuito, Rise Coffee & Tea, Enoch & Lamei Orthodontics, Mathnasium, Smith & Smith Orthodontics, and East Cobb Yard Signs. These partnerships are established through the Cobb Chamber of Commerce to enhance learning opportunities.

WELCOME

## ATTENDANCE

Attendance is very important; every student must be at school every day unless an absence cannot be avoided. Students who have excessive absences are referred to the Social Worker who works with students and their parents to improve attendance. After a student arrives on the school campus, he/she may not leave until he/she goes home by the usual means of transportation or is signed out by a parent. Please remember you must bring a signed excuse upon returning to school. Students are counted tardy beginning at 9:15 a.m. The student must enter the building with a doctor or parent note, or a parent must accompany the student to sign them in. A pass will be issued at that time.

## SCHOOL HOURS

Mabry Middle School's hours are from 9:15 a.m. to 4:15 p.m. Supervision is available from 8:15 am to 8:50 am in the theater. Children are not to arrive before 8:15 a.m. as there is no supervision at this time. **The school assumes no liability for students who arrive before 8:15 a.m.** At 8:50 am, students are allowed to go to their homerooms. Dismissal is at 4:15 pm, and the building is locked at 4:45 pm. Any students remaining in the building must be with a supervising adult.

## INTRAMURAL PROGRAM

Mabry is proud of its early morning intramural program, which provides a variety of sports and activities. The schedule of events will be announced to students the first week of school, and the beginning time for the intramural program is 8:00 a.m.

## SCHOOL STUDY HALL

Study Hall is available in the theater from 8:15 a.m. until 8:50 a.m. All students, arriving before 8:50 a.m., must first report to the theater for permission to proceed to clubs or to see specific teachers. QUIET time is mandatory in study hall as students are reviewing for classes, completing homework, and making-up tests or quizzes. All students are required to have a DEAR book for study hall. Food and drink are *not* permitted in the theater.

Band and orchestra students who arrive early for pass-offs enter via the front entry doors before 8:15. Students may access the Media Center at 8:40 a.m. At 8:50 a.m., students are dismissed to go to their homerooms.

## MEDIA CENTER

The Mabry Media Center has an extensive collection of books available for student use. Books are checked out for three (3) weeks and may be renewed once. The Media Center collects fines for overdue books; the Overdue Policy is available on the Media Center Blog. If a book is lost or damaged, students will be charged the full replacement cost of the book. Students are encouraged to return books when they are due. Media Center services include:

- Student access from 8:40 a.m. – 4:15 p.m.
- Computers for student use
- Instruction in information literacy, internet use, and library media skills
- Expert guidance in book selection
- Technical help
- Curriculum support

## HOMEROOM

Each student is assigned to a homeroom. They may not report to their homeroom earlier than 8:50 a.m. unless they have prior permission. Students who arrive at school before 8:50 a.m. must report to the theater.

## ACADEMIC COURSES

### Sixth Grade

#### ACADEMIC TEAM COURSES

- Language Arts
- Earth Science
- Math
- Social Studies (Europe, Latin America, Oceania)
- STEM Lit

### Seventh Grade

#### ACADEMIC TEAM COURSES

- Language Arts
- Life Science
- Math
- Social Studies (Asia, Africa, Middle East)
- STEM Lit

### Eighth Grade

#### ACADEMIC TEAM COURSES

- STEM Lit/Foreign Language
- Language Arts
- Physical Science
- Math
- Social Studies (American, Georgia)

## CONNECTION COURSES

Students will rotate through Connection Courses each 9 weeks. Grades in connection courses will count toward promotion. Connection courses may include Art, Business, Chorus, Band, Orchestra, Health/PE/Fitness, Project Lead the Way (PLTW), and Study Skills. Non-band, -orchestra, and -chorus students are scheduled at random into connection courses each 9 weeks.

## EXTENDED LEARNING TIME (ELT)

Extended Learning Time is built-in time for students to work on assignments with support from a teacher. This time is designated to help students stay up to date with missing assignments and make-up work.

**SOURCES OF STRENGTH**

Mabry Sources of Strength seeks to spread Hope, Help, and Strength into every corner of our Mabry Community. The Sources of Strength wheel represents an important part of our identity.



**LUNCH**

In the Mabry café, students may choose from a wide variety of foods including: hot and cold entrée, fruit/vegetable side dishes along with milk or fruit drink. Our menus are developed by our Food and Nutrition Services staff of Registered Dietitians to satisfy Federal School Lunch Program requirements while also meeting the Dietary Guidelines for Americans. In addition to the traditional lunch menu, our café also offers an a la carte menu along with ice cream, bottled water, carbonated fruit drinks, cookies, chips, and a variety of other low sugar/low calory snacks. Our café policy prohibits the charging of any a la carte items, and students are not able to purchase any a la carte items if they owe a charge in the café. Students are required to use their 6 digit Cobb County Student Identification number for all purchases made in the café. Money can be added to lunch accounts at the cash register or online through MyPaymentsPlus. Students may check their balance at any cashier, or you can call our Café manager at (770) 928-5547 to check the balance.

In support of our school lunch program, we ask that you do not bring in meals from fast food restaurants when visiting our café. Please visit the Food and Nutrition Services: [info.cobbk12.org/centraloffice/foodservices/](http://info.cobbk12.org/centraloffice/foodservices/) for current menus, nutrient analysis, and contacts.

**ACTIVITIES AND CLUBS**

There are a variety of activities and clubs offered at Mabry Middle School. Each one targets a specific interest or need. Therefore, activities and clubs change from year to year to accommodate students' needs and interests. To see a full list of activity and club offerings, please visit [mabrymiddleschool.com](http://mabrymiddleschool.com) and look for clubs offered under "Extracurricular" > "Clubs".

**DISMISSAL**

**Car Riders**

Car riders and walkers are dismissed first during afternoon dismissal. This ensures that we can start moving cars through the parking lot as soon as possible and alleviate the car line from blocking traffic on Jims Road. Students may only load in front of the school in the designated pick-up line. Please be on the lookout for your ride to help expedite this process.

**Walkers**

Walkers are dismissed first during afternoon dismissal with car riders. Please only cross the street at appropriate crosswalks when assisted by an adult.

**Bus Riders**

Bus riders are dismissed second during afternoon dismissal. Please report directly to your bus, so buses can complete their routes on schedule.

**HOMEWORK POLICY**

Homework assignments are given through academic teachers. Homework provides an extension to the school day and serves as reinforcement to material already covered in the classroom. A student is introduced to concepts in the classroom, and homework provides an opportunity for practice of the skills taught. Parents should closely monitor students' completion of homework assignments. All communication will be via teachers' email, CTLS, or by phone.

**ADDITIONAL DAILY PROCEDURES**

**Forgotten Items**

Forgotten items may be delivered to the Welcome Desk or Front Office. Items will either be delivered to the student or he/she will be called to the Front Office to pick it up.

**Lost & Found**

Lost & Found departments are located in the PE locker rooms and in the grade level. Please be sure that all jackets, lunch bags, sweaters, PE clothes, etc. are clearly labeled with your name. Periodically, throughout the school year, everything left in the Lost and Found is donated to a charitable organization. Announcements will be made to students before items are donated.

**Personal Deliveries**

Balloons or flower arrangements, candy, fast food lunches, etc. should not delivered to students at school.

**BYOD**

Cell phones, iPods, Tablets and other technological devices may only be used when directed by a teacher. If these devices are being used at unauthorized times, they will be confiscated and kept in the office until the end of the school day.

**Telephones**

Students may use the telephone in the clinic to call home if they are sick or there is an emergency. Due to the high volume of incoming calls, the phones should not be used for forgotten items, permission to go home with a friend, etc. The front office will make the determination of special emergencies.

**Textbooks/Instructional Material**

All books and instructional materials issued to the student are his/her responsibility. If books and materials are lost or damaged beyond use, the student must pay the replacement cost.

# ABSENCES & EARLY DISMISSALS

## **ILL AT SCHOOL**

A student who becomes ill at school should go to the clinic for assistance in contacting a parent/guardian or approved person and should be picked up from school. Work and emergency numbers should be kept updated on the emergency card.

## **EARLY DISMISSAL**

Any student who needs to leave early must bring a note signed by a parent stating the time and reason for leaving. If you are to leave school early with someone other than a parent, you must bring a note signed by your parent giving the name of the person you are to leave with as well as permission for you to do so. The note must be presented to the Welcome Desk upon arrival at school before homeroom. Parents, please call before 3:30 p.m. if there is a change in dismissal plans.

## **ABSENCE**

Upon returning to school after an absence, the student must bring a note explaining the absence and give it to his/ her homeroom teacher. Failure to submit a note within three school days after a student's return from an absence will result in the absence being marked as unexcused. Only the following situations are excused absences: personal illness, death or serious illness in immediate family, recognized religious holidays, and absence mandated by order of government agencies. All other absences are considered unexcused.

## **TEENAGE & ADULT DRIVER RESPONSIBILITY ACT**

Students turning 15 and interested in obtaining their automobile instruction permit, must apply for a certificate of attendance at their local school. The local school is required to verify that the student is enrolled in and not under expulsion from a public or private school and has not had ten or more school days of unexcused absences in the current academic year or ten or more school days of unexcused absences in the previous academic year.

## **MAKE-UP WORK**

If it is necessary for you to be absent from school, you may call a friend to get your assignments and check CTLs Learn. Each student is responsible for being sure that all work is made up. If a student misses a test due to an excused\* absence, it is the student's responsibility to check with the teacher and schedule a time he/she can make up the test. If a student misses a test due to an unexcused\* absence, the student will be expected to make up the test on the day he/she returns to class. Missed class work may be picked up for students who have been out three (3) or more days. Please call (770) 928-5546 before 9:30 a.m. to request the assignments. Upon return from an absence, the student will be given one day for each day he/she was absent to complete make-up work. Assignments should be completed within the number of days equal to the number of days student was absent. Missed class work for extensive absences (five or more days) will be coordinated by the counselors and teachers.

*\*Refer to Absence section above for definition*

## **SYNERGY (PARENTVUE/STUDENTVUE)**

Upon entering middle school, parents and students are given the opportunity to use Synergy, an online grade reporting system. Please contact the front office for more information including receiving login access.

## **REPORT CARDS**

Report cards are posted to Student/ParentVue every 9 weeks. Teachers will post progress reports every 4 1/2 weeks. This will be one method of keeping you informed about your child's progress. **These dates will be communicated to parents at the start of school.**

### **Grading Scale**

|                 |                               |
|-----------------|-------------------------------|
| A: 90-100       | Superior Achievement          |
| B: 80-89        | Above Average Achievement     |
| C: 74-79        | Average Achievement           |
| D: 70-73        | Minimum Achievement           |
| F: 69 and below | Needs significant improvement |

Conduct grades will be defined as follows:

S = Conduct which generally follows classroom & school rules and does not interfere with the learning of others.

N = Conduct which frequently causes class disruptions and/or does not always conform to classroom and school rules.

U = Conduct which consistently causes class disruptions that interfere with the learning of others and which often does not conform to classroom and school rules.

## **HONOR ROLL**

Each 9 weeks, Honor Rolls will be awarded.

- Principal's Honor Roll - All A's in all academics classes, Conn/P.E. and all S's in conduct
- Mabry Honor Roll - All A's and B's for all academic classes and Conn/P.E., and all S's in conduct.

## **CONFERENCES**

Parents will have the option to schedule a 20-minute conference concerning his/her student's progress. The instructional day will be shortened; however, buses will run normal routes, just at different times in the afternoon.

Parents are encouraged to maintain contact with counselors, teachers, and administrators. Feel free to make an appointment directly with a classroom teacher at any time throughout the year. If you would like to schedule a conference at any other time with a team of teachers, please call the counselors at (770) 928-5549.

## **RETENTION**

Students must pass Math, English/Language Arts, and one additional core subject for the year, OR demonstrate minimum proficiency on the appropriate state adopted assessment in math, English/language arts and one additional core subject. Earn a combined overall passing average for all scheduled courses for the year, AND demonstrate appropriate reading level as measured by Lexile score.

The faculty at Mabry makes decisions regarding retention on an individual basis; however, the principal makes the final decision regarding a student's retention. In most cases, students who are retained may attend summer school. Upon successful completion of summer school, students may earn promotion to the next grade.

## **STATE REQUIRED TESTING**

### **6th Grade**

- GA Milestones End of Grade
- ACCESS (ELL students only)

### **7th Grade**

- GA Milestones End of Grade
- Cognitive Abilities Test (CogAT)
- Iowa Test of Basic Skills (IOWA)
- ACCESS (ELL students only)

### **8th Grade**

- GA Milestones End of Grade
- GA Milestones EOC (Coordinate Algebra & Physical Science)
- PSAT 8/9
- ACCESS (ELL students only)

**Testing dates will be communicated to parents at the start of school.** They are also available on the Cobb County Website.

### **Test Descriptions:**

#### **IOWA**

Students are assessed in the fall on the Iowa Assessments (Iowa). This is a norm-referenced assessment that measures student achievement in comparison to other students nationwide in Reading, Mathematics, Language Arts, Science, and Social Studies.

#### **CogAT**

Students in grades 1, 3, and 7 are assessed in the fall on the Cognitive Abilities Test (CogAT). This test measures student performance on abilities related to success in school subjects.

#### **Georgia Milestones End of Grade**

The Georgia Milestones Assessment System is a comprehensive assessment program spanning grades 3 through high school. It is designed to provide information about how well students are mastering the state-adopted content standards in the core content areas of language arts, mathematics, science, and social studies.

#### **PSAT 8/9**

Students in eighth grade are tested in the fall on the PSAT 8/9 assessment. PSAT 8/9 is published by College Board for middle school students to measure the skills students need to be on track for success in college and careers. It consists of three multiple choice tests in the areas of Critical Reading, Mathematics and Writing Skills.

## **GIFTED SERVICES**

The Georgia State Board of Education defines a gifted student as "...a student who demonstrates a high degree of intellectual, and/or creative ability(ies), exhibits an exceptionally high degree of motivation, and/or excels in specific academic fields, and who needs special instruction and/or special ancillary services to achieve at levels commensurate with his or her abilities."

Cobb County provides services for identified gifted students at all grade levels. The gifted program is designed to meet the very specific needs of these students and extend competencies in the areas of cognitive skills, learning skills, research and reference skills, communication skills, and metacognitive skills beyond the experience of the regular classroom.

Cobb's gifted program is part of the School Improvement Division and is funded by the state. The procedures for identifying and placing students in the gifted program are governed by the Georgia State Department of Education.

## **RESPONSE TO INTERVENTION (RTI)**

A practice of academic and/or behavioral interventions designed to provide early, effective assistance to underperforming students. Researched-based interventions are implemented and frequent progress monitoring is conducted to assess student response and progress. The student's response is used as feedback to more accurately target interventions. When students do not make progress, increasingly more individualized interventions are introduced.

## **SPECIAL EDUCATION**

Mabry Middle School offers a full continuum of instructional opportunities through special education classes for those students who qualify including learning disabled, speech/language, behavior disordered, other health impaired, and other services for which students may qualify.

## **SCHOOL COUNCIL**

The School Council will be made of seven members the majority of whom are parents: 2 parents/ guardians, 2 certified teachers, 2 business representatives, and the principal. This group is intended to provide advice and recommendations to the school principal, and when appropriate, to the local board of education. The council can study issues including curriculum and instruction, school achievement, communication, and budget priorities.

## **CLINIC**

Mabry has a school clinic. If a student needs first aid assistance, he/she should ask for a pass to the clinic. We can provide only ice and band aids for small scrapes, insect bites, etc. if a student is ill or more seriously injured, he/she should go to the clinic and call a parent to take him/her home. It is extremely important for parents to provide the school with the names of several responsible people who can assume care of the child in the event we cannot reach a parent. In the event of a medical emergency, 911 will be called.

## **Guidelines for Medication Administration at School**

- Parents must complete an "Authorization to Give Medication at School" form available at school for each medication given.
- All medication must be in the original, labeled container. Medications sent in baggies or unlabeled containers will not be given. Please send an extra empty pharmacy bottle to be used for field trips. Pharmacists may provide two labeled bottles for this purpose.
- Medications must be brought to the school office/clinic by parents.
- Parents must inform the school of any medication changes. New medication or different doses will not be given unless the parent completes a new medication form. The information on the prescription bottle label must match the new consent form.
- Over-the-counter medications may be given for up to 10 consecutive days with written parental permission. A doctor's note is required for over-the-counter medication that is given for more than 10 consecutive days.
- The school will not supply over-the-counter medications.
- Over-the-counter diet pills, vitamins, dietary supplements, including minerals or herbs, will not be given.
- All medications not picked-up by the parents by the last day of school will be destroyed.
- Students may carry inhalers, Epipens or insulin with a completed "Authorization for Student to Carry a Prescription Inhaler. Epipen or Insulin" form on file in the clinic.
- Middle School and High School students (grades 6-12) may carry certain over-the-counter medications: ibuprofen (i.e.: Advil, Motrin, Midol), acetaminophen (Tylenol), aspirin, antacids, cough drops and throat lozenges with a completed "Over-the-Counter Medication Permission Form" on file in the clinic.

Due to recent events involving threats and violence in public schools across the nation and the heightened awareness of students, school employees, parents, and the community, certain behavior cannot and will not be tolerated in the Cobb County School System. The school district is working closely in a cooperative effort with law enforcement agencies in the county, including the sheriff's department, the District Attorney's office, and the Juvenile Court. Any reported violations of school district policy, state law, or local ordinances, specifically including threats, will be investigated and proper action will be taken, including school administrative discipline. In addition, incidents will be reported to police for the filing of criminal charges. The school will cooperate fully with the courts in these matters.

Students and/or parents are encouraged to report any knowledge of violence or potential violence to the Cobb County School Violence Hotline. The telephone number is 770-499-3911. All information will be confidential and callers may remain anonymous if they so desire. Additionally, the Georgia Department of Education operates a toll free hotline to enable students and citizens to anonymously report weapons, violence, or other potentially threatening situations at school, including bullying or drugs. The State hotline number is 1-877-729-7867 (1-800-SAY-STOP)

If a student suspects that a weapon is in the school, he/she should talk to a teacher or administrator or call a toll-free number: 770-499-3911 or 1-800-SAY-STOP just tell what you know- not who you are!

The Cobb County School District continues to be proactive when it comes to protecting the safety of our students and staff members. The Board of education has established that safety is the school district's highest priority. In these uncertain times, it is important that parents and the rest of the Cobb County community know that our school are prepared in the event of an emergency or crisis. School District officials, including the District's own Department of Public Safety, work closely with federal and state emergency management agencies (FEMA & GEMA) and with local public safety agencies that are planning our community's response to potential threats. School District safety and emergency procedures are drafted to be consistent with all other local emergency preparedness plans. For more information on the School District's safety and emergency plans go to: [www.cobbk12.ga.org/communications/emergency](http://www.cobbk12.ga.org/communications/emergency)

### EMERGENCY DRILLS

These include fire drills, tornado drills and code red alerts. Students are to follow the procedures as explained by their teachers. Evacuation routes for fire drills are displayed in each classroom.

### SAFE SCHOOLS ALERT

The Cobb County School District is dedicated to a comprehensive school safety effort, and the safety of our students and staff is our top priority. The district has taken another very important step in safeguarding our school community by partnering with *SafeSchools Alert*, a tip reporting service that allows students, staff, and parents to submit safety concerns to our administration in several different ways:

- App: Search for "*SafeSchools Alert*" in the app store to download for free
- Phone: 470.689.0298
- Text: 470.689.0298
- Email: 1760@alert1.us
- Web: <http://1760.alert1.us>

Each member of our school family can easily report tips on bullying, harassment, drugs, vandalism, threats of violence, or other safety issues of concern. When a tip is submitted, be sure to use the Cobb County School District identification code 1760 in your communication.

Each tip submitted through *SafeSchools Alert* will be immediately logged and routed to the appropriate administrator to investigate and take appropriate action.

To learn more about how to keep our schools safe, please visit <http://www.cobbshield.com>

### SCHOOL CLOSING

The superintendent and administrative staff carefully watch the weather conditions during seasons of possible inclement weather.

Our school district staff listens to the weather forecasts. The director of transportation tests the road conditions on our bus routes beginning at 3:30 – 4 a.m. We also contact the local law enforcement about road conditions. We must give careful consideration to the most dangerous bus routes in the district. So, even if it looks clear on your street, dangerous conditions may exist in other parts of the district.

If you are a student in Cobb County School District, your information is already in our automated contact system and you will receive notifications by every means you have provided to your local school (landline, cell phone, text, email, etc.). However, it is critical that you make sure we have your most up-to-date numbers and addresses.

You may also find emergency information at the following locations:

- Website: [www.cobbk12.org](http://www.cobbk12.org)
- Facebook: [facebook.com/CobbCountySchools/](https://facebook.com/CobbCountySchools/)
- Twitter: [twitter.com/CobbSchools](https://twitter.com/CobbSchools)
- Listen to a local radio (WSB 750 AM) or television channel (WSB-TV Channel 2, WAGA-TV Channel 5, WXIA-TV Channel 11, and WGCL-TV Channel 46) to confirm school closing information due to inclement weather.

# TRANSPORTATION

## SCHOOL TRANSPORTATION

**Bus Change** – Permission for students to ride a different bus than the one they are assigned to is issued in the event of an emergency only, not as a convenience. A **Student Bus Pass** form must be completed and signed by parents, presented to the office upon arrival at school before homeroom, and a bus pass will be provided. This bus pass must be given to the bus driver. No bus passes can be issued over the telephone. The Student Bus Pass form can be found on-line at the CCSD Transportation link.

**Missing the School Bus** - Parents are responsible for transporting students to school who miss the bus. Missing the school bus is not an excused absence.

**Bus Discipline** -The behavior of students on school buses is considered an extension of classroom behavior. Maintaining proper conduct while on the bus shall be joint responsibility of the student, parent, bus driver, and school officials. Students shall observe the following code of conduct established by the Cobb County School District:

1. Students must show respect for school bus drivers at all times and follow the "The Safe Rider Program."
2. Insubordination: All students shall comply with reasonable directions or commands of any Cobb County School District Employee.
3. NO student shall refuse to identify one's self upon request of any Cobb County School District Employee.
4. Students must be standing at the bus stop AT LEAST FIVE (5) MINUTES prior to the scheduled pick-up time. Students are to wait at the school bus stop in an orderly manner.
5. Students must WAIT for instructions (hand signals or otherwise) from the school bus driver EVERY TIME when crossing the street to board the bus or when exiting the bus. Students must be able to maintain eye contact with the school bus driver or cross in full view of the school bus driver.
6. Students must board the bus as soon as school is dismissed and not loiter in the courtyard and on the sidewalk. Once on the bus at dismissal time, the student will need the approval of an administrator to depart the bus at school.
7. Students MUST remain SILENT and STILL at ALL railroad crossings until the school bus crosses railroad tracks completely.
8. Elementary and Middle school students will be assigned a seat assignment on the school bus. (*High School at drivers discretion*)
9. Students MUST remain seated properly at all times unless otherwise directed by the school bus driver.
10. Unnecessary noise is prohibited. Students must talk quietly - NO loud voices.
11. Student shall not talk on a cell phone and no other electronic devices can be used without headphones and must not be heard by others. Students must be able to hear bus driver at all times.
12. Due to allergic reactions and the possibility of choking - food, gum, and/or drinks are not to be consumed or opened on the school bus.

13. Name calling, harassment, intimidation, threats and bullying is prohibited on the school bus
14. Obscene language and gestures are prohibited on the school bus.
15. Fighting, pretend fighting, roughhousing or horseplay is NOT permitted.
16. NO objects (however small) are to be thrown on, in, out or at the school bus.
17. Destruction or defacing any part of the school bus is prohibited.
18. Emergency doors, windows, and hatches are to be opened ONLY at the direction of the school bus driver.
19. Students must keep all body parts inside the school bus at all times.
20. Students shall not use mirrors, lasers, flashing lights, flash cameras, or any other lights or reflective surfaces in a manner which might interfere with the operation of the school bus.
21. Weapons (*or objects that look like and/or could be used as weapons*) are NOT permitted at bus stop, on the school buses or school grounds.
22. Tobacco, illegal drugs and/or alcohol is NOT permitted at bus stop, on the school buses or school grounds.
23. Objectionable and/or dangerous items are NOT allowed on the school bus. (glass items, lighters/matches, animals, balloons, skateboards, perfume/cologne, aerosol cans, plastic bags, insects, straight or safety pins, sharp objects, large toys or objects that cannot easily fit on the student's lap or any other item of a questionable nature that might present a safety hazard)
24. Band instruments, sporting equipment and school projects can be transported ONLY if there is enough space for all students' seating requirements. Items may be placed in the seat or lap to whom they belong. This is left to the bus driver's discretion.
25. Students will be allowed to board or exit the school bus at a bus stop other than the assigned residence bus stop ONLY with a Cobb County Transportation Bus Pass completely filled out by Parents/guardian and with school administrator approval (in writing). This written permission must be given to the school bus driver when boarding the school bus. (Bus Pass can be denied if school bus is at capacity or if the student has a history of bus behavior offenses or becomes an offender)

Safe Rider Program is an approach to student management for school buses. The core of the program is promoting personal accountability as it relates to bus behavior. The program is designed to promote instant accountability, is adaptable to any demographic and school climate, promotes safe/unsafe vs. behave/misbehave, and reminds students that riding a school bus is a privilege.



## DRESS CODE

All students shall maintain the following minimum standard of dress:

1. Appropriate shoes shall be worn.
2. Midriffs shall be covered.
3. Appropriate under-garments shall be worn and may not be visible.
4. Strapless garments, if worn, must be covered with a jacket.
5. Tank-tops, if worn, must be covered with a jacket.
6. Appropriate shorts, as determined by the school administration, may be worn.
7. No caps, hats, bandanas nor hoods covering the head are to be worn in the school buildings during the school day unless there is a special activity during which they are deemed appropriate by the school administration.
8. Clothing or ornamentation that does any of the following is prohibited:
  - a. Displays or advertises substances illegal for minors.
  - b. Displays suggestive phrases, designs, markings, or profanities.
  - c. Advocates, promotes, or suggests illegal activity.

## STUDENT CONDUCT

At Mabry, we believe our students are **compassionate, cooperative, and courageous**.

Cobb County School District employees strive to assist students in the pursuit of academic excellence and proper conduct habits. For students to reach their maximum potential, a cooperative working relationship must exist between parents/guardians and school officials. School staff members will do all they can to encourage students to conduct themselves appropriately; however, parents/ guardians will be asked to provide assistance if staff members are unsuccessful in achieving satisfactory behavior from their children. Each grade level follows a behavior plan designed to reinforce appropriate student behavior.

Behavior Violations The Cobb County Student Behavior Code (JCDA) and zero tolerance policies are included in the first day information folders. The disciplinary guidelines outlined in these policies dictate actions that will be taken by Mabry administrators in response to inappropriate behavior. In August, we will meet with every student through grade level assemblies to discuss Mabry's Disciplinary Guidelines and Cobb County Zero Tolerance Policies.

If a student has a problem with a classmate, he/she should use conflict resolution skills to deal with misunderstandings and avoid fights. We encourage students to request peer mediation or discuss problems with a teacher, counselor, or administrator and deal with conflict in the early stages before it develops into a more serious problem.

## CHARGER CARD

At the start of each 9-week grading period, students will begin a new Charger Card that is located in the back of the Mabry agenda. Students will receive a "charge" or deduction on their Charger Card for behavior violations in a specific class or hallway. Behavior violation categories may be found under the "Charges" section.

Consequences for behavior violations are based on a tiered point total. Students who fall below 95 points will serve a silent lunch detention and parents will be contacted. Students who fall below 89 points will serve a morning or afternoon detention and parents will be contacted. Students who fall below 83 points will serve another morning or afternoon detention and parents will be contacted. Students who fall below 79 points will receive an administrative referral and parents will be contacted. Students who fall below 75 points will receive an additional administrative referral and parents will be contacted. Students who fall below 71 points will begin an alternate behavior contract plan.

Every 3 weeks, students that are at an acceptable point value in **every** class will participate in a grade-level reward. These reward times may range from free time outside to an edible treat.

# STUDENT CONDUCT

## CHARGE

Tardy (T) -2 points  
Unprepared (U) -2 points  
Dress Code Violation (DC) -3 points  
Misuse of Materials (MM) -3 points  
Not Following Directions (ND) -3 points  
Off Task (OT) -3 points  
Disrespectful (D) -5 points  
Disruptive/Horseplay (DR) -5 points  
Inappropriate Device Usage (ID) -5 points  
Inappropriate Language (IL) -5 points  
Out of Area (OA) -5 points  
Misbehavior for a Substitute (SUB) -5 points

If the agenda and/or behavior card is lost, **an additional 5 points** will be deducted from **every** class.

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

Students who have their cell phones and/or electronic devices out/on during the school day without permission will have them taken away. Parents will be notified that confiscated devices may be picked up in the front office at the end of the school day.

Each classroom will have a visual display to inform students when their devices, for educational purposes, may be used.

## CONSEQUENCES

When a student's behavior is unacceptable, teachers, counselors, and/or administrators will contact parents to seek their input in forming solutions. Consequences for inappropriate behavior include the following:

### Silent Lunch Detention:

Teachers or administrators may assign lunch detention to a student who misbehaves. Lunch detentions are served during lunch in an isolated area. Students may not communicate with others during lunch detentions.

### Morning or Afternoon Detention:

Teachers or administrators may assign morning or afternoon detention to students who misbehave. These detentions are often served in the classroom of the assigning teacher.

### In-School Suspension:

During in-school suspension, the student attends school but reports to a study carrel in the ISS room instead of the regular classroom. Team teachers prepare assignments for the student, and full credit is given for all the work the student completes in ISS. If the work is not complete, academic consequences consistent with the teams' behavior plan will follow. Misconduct in ISS may result in an additional day of ISS or out-of-school suspension. A parent may be called to pick up the student immediately. A student who is assigned to ISS is not eligible to participate in field trips, extracurricular and/or after school activities on the day(s) he/she is assigned ISS.

### Out-of-School Suspension:

If a student is suspended from school, he/she may not attend school. Classwork missed during the short-term and long-term suspension will be accepted under the suspension policy with certain guidelines. A student who is suspended from school is not allowed on school grounds and is not eligible to participate in field trips, extracurricular and/or after-school activities on the day(s) he/she is suspended.

## FIGHTING

**Fighting is unacceptable under any circumstances. The use of physical contact to resolve conflicts will not be tolerated. Participants in a fight, regardless of which student starts the fight, will receive a minimum consequence of suspension out of school.**

## BULLYING

Mabry has implemented a Bullying Prevention program for all students. The Second-Step Program seeks to help students define what bullying behaviors are and provide strategies to support others and/or report behaviors to adults. We have developed a common understanding of what constitutes bullying behavior, using the following definition.

### Mabry's Bullying Definition:

**Bullying is when one or more people repeatedly harm, harass, intimidate, or exclude others. Bullying is unfair and one-sided.**

1. Bystander strategies are distributed to all students and staff to further support our pro-active stance on anti-bullying and are listed below.
2. Distract the person who is teasing or bullying someone else.
3. Support the person who is being teased or bullied privately.
4. Discourage teasing or bullying behavior by not joining in.
5. Support the person who is being teased or bullied openly.
6. Report bullying behaviors to an adult for help and support.

If you have a child or teenager being bullied, please contact your school counselor and set up an appointment to discuss the situation. The administration and other adults may need to get involved in making sure the bullying behavior is reduced or eliminated.

## FIELD TRIPS

Field trips are considered an extension of the school curriculum. All school rules are in effect on field trips. It is necessary for each student to have a permission slip signed by a parent. Field trips are funded through parent donations for their students. If insufficient funds are not donated, the field trip will be canceled.