

LOVINGGOOD SILVER HAWKS™

The Lovinggood Middle School mission is to develop a culture of clear, consistent and creative practices that cultivate student achievement.

Our vision is to create an environment where students are inspired to succeed.

STUDENT HANDBOOK 2023-24

Derrick Bailey, Principal

Ebbie Julkes, 8th Grade Assistant Principal

Jacquelyne Bosarge, 7th Grade Assistant Principal

Sabrina Richardson, 6th Grade Assistant Principal

Jamii Green-Tenney, Administrator of Special Student Services

Lovinggood Middle School

3825 Luther Ward Road

Powder Springs, GA 30127

Phone: (678) 331-3015

Fax: (678) 331-3016

School Website: <https://www.cobbk12.org/lovinggood>

Welcome to Lovinggood Middle School for the 2023-2024 school year. Lovinggood Middle School is named after a long-time member of our community, Paul Lovinggood. His family remains in the area and are a vital part of the community. The family continues to support the Lovinggood legacy.

There are typically challenges throughout every school year, however we strive to create an atmosphere of collaboration between staff members and stakeholders to ensure the school environment is one that is conducive to learning. We provide rigorous instruction for our students while encouraging them to become independent thinkers. Our students are exposed to theory, practical application, technology integration, and collaborative experiences as we assist them in becoming well-rounded individuals. We encourage productivity and creativity as we sponsor the development of students to become positive, productive citizens.

****Information provided in this agenda is subject to change based on state and local guidelines due to COVID-19.***

LOVINGGOOD MIDDLE SCHOOL PTSA and LOVINGGOOD FOUNDATION

Dear Lovinggood Parents, Students, and Staff:

Welcome to the 2023-2024 school year at Lovinggood Middle School! The PTSA Board is eager to get to work to make this another successful school year. We always strive to make you feel welcome AND needed. Don't believe the myth that your PTSA involvement ended when you walked out of the doors of elementary school. We provide opportunities for parental involvement in both student activities and support to our teachers and staff.

Some opportunities to get involved include helping with school events. A few specifics include class parties, Hawk time, cultural extension, honor roll celebrations, working in the copy lab or school store, and driving PTSA membership. Parental involvement is not only needed to promote the success of the PTSA programs, but it also encourages the success of the students.

Please remember that the first step in supporting PTSA is membership. We want all of our parents, students and staff to join the PTSA. You will have opportunities to join PTSA at the beginning of school year. We look forward to working with you this school year.

Sincerely,
PTSA

2023-24 Executive Board Members

Co-President: Joylynn Quinones

Vice President: Joanna Capo

Vice President: Malory Evans

Recording /Corresponding Secretary: Alison Metcalf

Treasurer: Monica Elliot

The Lovinggood Foundation

The Lovinggood Foundation exists to foster opportunities that strengthen student success through partnership with educators and the community. The Foundation is separate from the school in that it provides funding for projects that are beyond the scope of traditionally supported school district projects. You can make donations directly to the Foundation, become a sponsor or support a Foundation event. For the last 4 years the Lovinggood Foundation has hosted the Spring Bloom 5k at Lovinggood Middle School. All of the proceeds have gone towards transforming our media center into a 21st Century Collaborative Learning Center. We thank you in advance for all of your support.

President: Cortney Akins

Treasurer: Nicole Fields

Secretary: Dana Davis

Teacher Liaison: Kearstin Jacobs

Teacher Liaison: John House

Foundation Committee Members: Becky Abrams, Tanya Layman

SCHOOL CALENDAR

August 1st First Day of School
August 21stAsynchronous Learning Day
September 4thLabor Day Holiday
September 25th - September 29thFall Break
October 16th..... Asynchronous Learning Day
October 17th – 20th Conference Week (Early dismissal)
November 7th Election Day/Student Holiday/Teacher Workday
November 20th – 24thThanksgiving Holidays
December 18th & 19thEarly Release Days
December 20th – January 2ndWinter Holidays
January 3rdStudent Holiday/Staff Workdays
January 4thStudents Back to School
January 15thMLK Holiday
February 19th – 23rdWinter Break
March 4th Asynchronous Day
April 1st-5thSpring Break
April 8th..... Early Release Day
May 20th – 22nd.....Early Release Days
May 22ndLast Day of School

Lovinggood Middle School's Values and Beliefs

Values and Beliefs that guide us:

Core Values

- **Achievement** - aspiring to the highest level of excellence
- **Integrity** - demonstrating honesty, consistency, taking responsibility for action, being worthy of trust
- **Creativity/Innovation** - supporting flexibility, adaptability in keeping up with changes in education and technology
- **Accountability** - taking responsibility for actions, outcomes, and expectations

Beliefs

1. We believe successful schools are a foundation of community stability, growth, and prosperity.
2. We believe family and community engagement is critical to student and district success.
3. We believe in a constant and purposeful focus on what is best for students.
4. We believe creativity and innovation are encouraged and embraced by all stakeholders.
5. We believe in cultivating a positive environment where students are provided pathways for success.

Please refer to our website for details regarding Lovinggood's School Strategic Plan.

Telephone Numbers & Website

Main Office	(678) 331-3015
FAX	(678) 331-3016
Cobb County Report	
Violence Hotline	(770) 499-3911
State Hotline Number	1-877-SAY-STOP

The school's web site may be accessed at <https://www.cobbk12.org/lovinggood>.

We encourage you to check the website on a regular basis for updated information.

School Operation and Hours

The school day is from 9:10 a.m. until 4:15 p.m.
Office hours are from 8:30 a.m. until 4:45 p.m.

Students are not allowed in classrooms prior to 8:50 a.m. and should not arrive at school prior to 8:15 a.m. Students arriving before 8:15 a.m. are subject to outcomes that could impact student safety and drop off privileges. Students who arrive between 8:15 and 8:50 a.m. will report to the theater for quiet study hall and must remain there until the 8:50 bell. Behavior could impact drop-off privileges.

Deliveries/Item Drop Offs

The front office cannot deliver any items, including balloons, flowers, flash drives, projects and **especially homework and other school assignments**, to the classroom after the 9:10 a.m. bell. This causes an interruption to the learning environment, and we will not call students from class to retrieve items. Exceptions include lunch, lunch money or eye glasses.

All efforts are made to minimize disruptions to the learning environment. The school is not liable for any item that you choose to leave in hopes that your child will come to the front office on his/her own.

No outside food may be brought for students on Lovinggood property (birthday, cakes, cupcakes etc.).

Early Dismissal

Students that need to leave school prior to dismissal should turn in an early dismissal note to the attendance office that lists their first and last name, date and time of dismissal with a parent signature. They will receive an early dismissal pass.

In an effort to have a smooth dismissal and preserve instructional time, we will not be able to call students to the office or check out between 3:45 and 4:15 PM. Students are not allowed to leave campus with anyone except those listed as an emergency contact. Parents need to be prepared to show proper identification at the time of checkout.

Bus Changes

If a student needs to ride another bus going home, he/she must use the CCSD bus form located on the Lovinggood or County website. This bus form will also be available in the school attendance office. These bus forms must be submitted during homeroom. The form will then be verified in the attendance office and available to be picked up by the student at the end of the day. If a student needs to ride a different bus in the morning to school, the form must be approved and verified a day in advance and the student will receive it prior to leaving that day. It is the student's responsibility to get this verified bus form before boarding the bus in the afternoon. In the event that the bus is full, the student will not receive a pass and will be allowed to contact the parent.

Attendance

There is a direct relationship between student attendance and academic performance. One of the best ways that students can help themselves do well in middle school is to be present every day. **IT IS IMPORTANT TO NOTE THAT CHECKING OUT A STUDENT BEFORE 12:45 PM DOES NOT COUNT AS A FULL DAY PRESENT.** In turn the student's attendance and academic performance are negatively impacted as well as our school's CCRPI score. Upon returning to school after being absent, students must bring a note from a parent/guardian and/or licensed physician explaining the reasons for absences. This must be presented to the school attendance office within 3 days of the absence. **Students must attend at least one-half of the academic day (3 ½ hours– until 12:45 p.m.) to be counted present.** The State Board of Education recognizes the following as excused absences:

1. Personal Illness
2. A death or serious illness in the immediate family
3. Recognized religious holidays observed by the student's faith
4. Absences mandated by order of governmental agencies
5. Conditions which render school attendance impossible or hazardous to one's health or safety

Students are considered tardy if they are not in their homeroom when the 9:10 a.m. bell rings. We encourage students to arrive in homeroom by 9:10 for important announcements.

Excessive Absences - The following provisions apply to absences during the school year. School

administrators may make a referral to the school social worker at any time it is deemed necessary. Our local school practice is as follows:

1. Students who are absent for three days (unexcused) will receive an automated phone call notification
2. Students will receive a letter from school administration after five days of unexcused absences. A social worker referral will be made after seven unexcused absences. If a student has ten or more unexcused absences with the current or previous academic year, and is between the ages of 14 and 18 his/her eligibility to obtain or retain an instruction permit or driver's license may be impacted.

Messages/Items to Students

Students will not be called out of class for messages telephone calls or again, to retrieve items. Emergencies will be handled on an individual basis. Please be mindful that contacts via texts can cause a disruption and result in student consequences. If you have an emergency, please contact the front office. ***PLEASE REFRAIN FROM TEXTING YOUR CHILD WHILE HE/SHE IS IN SCHOOL.***

Visitors

Visitors are required to check in at the front office. If you are visiting a class, please make sure that you communicate with the teacher 48 prior to your visit.

Grading Scale

90 – 100A
80 – 89 B
74 – 79C
70 - 73D
0 - 69 F

Intramurals

Intramurals is an extension of our Physical Education program at Lovinggood. It provides an opportunity for students to receive additional instruction, practice and enjoy some of their favorite athletic activities. A monthly calendar of events will be posted outside the gym and daily schedules will be announced so students

will know in advance what activities will be offered. Intramurals begin at 8:15 a.m. and students should enter through the front doors of the school. Students may not arrive to intramurals prior to 8:15a.m. Dressing out is encouraged, but only appropriate footwear is required. Participants must stay until the program ends at 8:50a.m. Appropriate behavior is required as a condition to remain eligible to participate in intramurals.

High School Credit for Middle School Courses

Credit can be earned for math, physical science, and foreign language to 8th grade students who qualify to be enrolled in those courses. Parents, please be aware that you have a 10 day window to withdraw your child from any high school course. No additional quality points are given for these courses at the middle or high school level. The purpose of offering high school courses in middle school is to provide students with the depth and challenge expected of any student taking the same course in high school. Successful completion of high school courses in middle school also gives students an additional year in high school to take advanced level courses. The complete policy may be reviewed on the district's website.

Please call your child's counselor or teacher for answers to questions you may still have regarding high school credit.

Electronic Devices

Lovinggood is currently a BYOD (Bring Your Own Device) school with a policy in place concerning the use of electronic devices during school hours. Cell phones may be used before and after school outside the school building only. **The school policy is: During school hours, cell phones and wireless headphones must be put away in locker and turned off. Violation of this policy will result in disciplinary action.** This may also include confiscation of the device with a requirement for parent pick up. At the discretion of administration, the student could be prohibited from bringing an electronic device to school. Students are not allowed to bring electronic devices such as iPods, game systems, or cameras to school for recreational use. Parent to student or student to parent texts may result in student consequences.

Lost/stolen items are nearly impossible to recover. It is the student's responsibility to keep up with his/her

personal belongings. The school is not liable for lost or stolen items, this includes electronic devices.

Make-Up Work When Absent

It is the student's responsibility to check with his/ her teacher and make-up missed work. Students and/or parents should utilize teachers' CTLS postings to check on work missed while being out of school. When students are out **three or more days**, parents may call the guidance office (678) 331-3015 to make arrangements to get books and assignments for the student. Work will be made available 24 hours after the request. Upon the student's return, he/she will have the same number of days of the absence, plus one day, to complete his/her make-up work.

Counselors

Counseling and guidance are an integral part of the instructional program at Lovinggood Middle School. Counselors work with students in one of three settings. Students may wish to speak to a counselor about issues of individual concern on an **individual basis**. In **small group sessions**, the counselor may operate a discussion group of six to twelve students. Groups may focus on friendship, being new to the school or area, coping with stress, conflict resolution, peer pressure, family changes, coping with loss, etc. Counselors work with students in the **classroom** addressing topics such as test taking skills, social interactions and career information, etc. Counselors may arrange and participate in parent/teacher conferences. In addition, counselors are available for consultation with parents, staff members, the school psychologist, school social worker and others in the school community by appointment.

Students who wish to make an appointment with a counselor can fill out a "Counselor Appointment Request" form. The school clerks have these forms available and they are also located in the school counseling suite. The appointment request form is turned in to the clerk who will see that the counselors receive the request. Students must have a pass from their teacher or counselor to come to the school counseling suite.

Parents who do not want their child to meet with the counselor or participate in the guidance and counseling program without written permission need to contact the counseling office at (678) 331-3015. Written

parental permission will be necessary before a student participates in a counseling group.

Withdrawal Procedures

Students withdrawing from Lovinggood Middle School to attend another school must bring a note from the parent/guardian stating the date of the withdrawal and the name and address of the school to be attended or the parent may contact the front office clerk. The student will deliver the note to the front office upon arrival to school in the morning. The front office clerk will handle the withdrawal process which may take 24 to 48 hours to complete. Books will need to be returned during the time of withdrawal. All student records will be provided to the new school upon written request from that school. Transcripts or records requests must be made in writing and received in the counselor's office at least one week prior to the mailing deadline.

Out of District Students: If a student is identified as "out of district/ zone." the student will be withdrawn at the earliest opportunity.

Support Services

Lovinggood Middle School has an array of services and programs for its students. We consider students' learning abilities and behavioral skills and use a tiered process, referred to as Response to Intervention (RTI), where instructional strategies and interventions become more personalized based on student need.

Conduct Grades

Student conduct grades are determined by his/her behavior, and they are given by the teacher for each of the student's classes. There are standards that determine this conduct grade that are directly reflective of behavior exhibited by the student. Students have also received a hard copy that should be posted at home for easy access. Here's the rule for determining conduct grades:

Conduct grades will be calculated independently each 9 weeks so that they are aligned with progress reports/report card distribution. Note: Conduct grades are tracked in synergy and are inclusive of disciplinary referrals.

Progress Reports / Report Cards

Lovinggood operates on a nine-week grading system this year. Progress reports and report cards are made available electronically every 4 ½ weeks and at the end of the quarter. **Progress reports serve as the official notification for parents if their child is in danger of receiving a D or an F.**

The electronic gradebook allows parents to access individual assignments, tests, projects as well as an overall average by logging into a secure website. Teachers will update grades weekly.

New accounts can be setup within the first month of school during open house, conference week, or by visiting the main office during regular school hours. If you experience technical problems, you should email techhelp@cobbk12.org.

Student Expenses

Insurance: Available to students through the Cobb County Board of Education

Field Trips: Field trips are extensions of the classroom and are initiated by teachers volunteering their time to organize, plan, and monitor the entire process. These field experiences are not rewards, but rather opportunities to provide extensions to learning and assist in mastering standards.

Performing Arts: Students will have the opportunity to attend various performances. Students will receive information about the performing arts program during the first month of school. Permission slips are required in order for students to participate in performing arts activities.

Yearbooks: The yearbooks can be purchased online. More information will follow as the ordering window approaches.

Advisor: Pshantel Dean- McGruder
(Pshantel.dean@cobbk12.org)

Lunch

Good nutrition plays an extremely important role in a child's academic success. We offer a healthy and nutritious lunch to our students each day. A copy of the daily menu is available on the food nutrition website at www.cobbk12.org under "Lunch Menus."

You are encouraged to complete a Free and Reduced Price Meal Application if you think you meet the eligibility standards. The applications are available online at www.cobbk12.org under “Lunch Menus.”

The processing time can take up to ten working days for eligibility determination. Therefore, you will need to either pack a lunch or have money to purchase school meals. Students may buy lunch for \$3.50 in middle school. Should you come to eat with your child, the cost of an adult lunch is \$5.00. The cost of a student breakfast is \$1.50. Check the first day folder for updated lunch costs.

If your child has a food allergy and requires accommodations to school meals, visit this website: http://www.cobbk12.org/centraloffice/foodservices/allergens_special_needs.htm

If a student arrives at school without money for lunch, he/she may charge up to two lunches. He/she may not charge again until these charges have been paid. Students who owe a charge and forget their money will be provided an alternate meal (peanut butter sandwich and milk, or cheese sandwich and milk). Meals may be prepaid so that students have money in their lunch account. Prepayments can be accepted each day in the cafeteria or by using “Meal-Pay” on the food services web site.

Students are not allowed to bring fast food/restaurant food into the cafeteria. Students are not allowed to have carbonated beverages or beverages in glass bottles in the cafeteria or in the school building. Students found in violation may receive consequences.

Medication at School

The school does not supply medication. If a student must take medication during school hours, the following procedures must be followed:

- Prescription medication cannot be transported on a Cobb County School Bus. The prescription must be transported to and from school by the parent or guardian.
- Prescription medication must be brought to school and immediately given to the main office/school nurse for safe keeping and monitoring. (*See school nurse for prescriptions that students are allowed to carry with them.*)
- A medication authorization form must be filled but by the parent to be kept on file in the clinic.

- All medication must be in the original container and be accompanied by a permission form. The student may not keep medication – all prescription medication must be stored in the clinic area. Students may keep cough drops and over the counter medication (i.e. Advil, Tylenol, aspirin, antacids and throat lozenges) with them as long as the parent has completed a permission form which is kept on file in the clinic. The student should also keep a copy of the form with them.
- Parents of students who take medication on a daily basis must complete a medication form. These may be obtained in the front office or in the clinic area.

Please refer to the first day folder for additional information from the clinic.

Lovinggood Dress Code

2023-24 Lovinggood Dress Code

Why a Dress Code? To promote a safe environment that is aligned with our school motto of Excellence, Honor, and Service. These items have been deemed as possible distractions. In our efforts to maximize teaching and learning, we have listed outliers that will not be allowed.

The following listed items are specific dress code violations and should NOT be worn:

- Any clothing item that includes ornamentation displaying or advertising substance that is illegal for minors; Suggestive phrases, pictures, designs, implications, markings or profanities; any wording on the backside of pants (butt area).
- Inappropriate tops include:
 - Backless or see-through tops
 - Tops that expose cleavage (that includes lace covering)
 - Tops that show stomach whether an arm is lifted or not
- Spandex shorts
- Skirts and shorts shorter than mid-thigh
- The slits on the skirts and shorts must also **NOT** be shorter than mid-thigh
- Leggings or spandex pants **WITHOUT** a top that sits at the waist
- Pants, skirts, and shorts with rips, or holes that show private parts or expose the buttocks, or exposed underwear.

- No undergarments (boxers, gym shorts) showing at any time
- Soft rubber flip flops or slippers/house shoes
- Sunglasses, hats, or visors.
- Bandanas are not allowed at all for any reason.
- Sleeveless jerseys **WITHOUT** an undershirt.
- Any fabric that is see-through (tops, pants or dresses). Undergarments should not be exposed.

As in all matters of dress code, determination of conformity is ultimately at the discretion of administration.

If there is a question about the appropriateness of a student's attire, he/she will be referred to an administrator.

If a student violates dress code the first time, and the situation cannot be rectified immediately, the student will be placed in In School Suspension while waiting for a change of clothes. Repeat offenses will result in consequences due to insubordination.

Attire for Physical Education

PE Dress Code:

ALL STUDENTS ARE REQUIRED TO CHANGE FROM SCHOOL CLOTHES INTO PE CLOTHES DAILY.

Acceptable PE Attire:

- Athletic shorts or warm-up/sweatpants
- Running shorts are allowed ONLY if sliders are worn underneath
- Athletic shoes
- Shorts should have an elastic waistline
- T-shirts must be loose-fitting with sleeves

Not Acceptable PE Attire:

- Shorts/Sweats with Snaps or Zippers
- Visible Cleavage
- Visible Midriff
- Flip-flops, Slides, or Sandals
- Visible Undergarments

All school dress code policies are also in effect for PE.

Chart of Responsibilities for Responses to Civil Rights Concerns

Policies of the Cobb County Board of Education require full compliance with all federal and state nondiscrimination laws, including:

- Civil Rights Act of 1964: Title VI and Title VII, along with Title IX Educational Amendments of 1972 (Title VI, Title VII, and Title IX);
- Age Discrimination In Employment Act of 1967 (ADEA);
- Americans With Disabilities Act of 1990: Titles 504 of the Rehabilitation Act of 1973 (Section 504);
- Public Law 101-476—Individuals with Disabilities Education Act (IDEA). Discrimination on the basis of age, race, color, national origin, religion, sex, disability, and veteran status is prohibited in all CCSD programs and activities. Below is a list of individuals designated to handle inquiries regarding the District's nondiscrimination policies. All may be reached at 514 Glover St., Marietta, GA 30060.

Facilities Accessibility: Director of Construction—(770) 590-4518

Title IX Student Issues: Director of Student Activities—(770) 426-3340

Title VI Student Issues: Asst. Superintendent, Policy & Planning (770) 426-3304

Program Accessibility: Asst. Superintendent, Special Student Services (770) 426-3573

Employee Issues: Diversity & Equal Employment Opportunity Manager (770) 426-3543

Questions concerning policies and practices of an individual school in the Cobb County School System may be addressed to the building Principal, or to the

Cobb County Board of Education, P.O. Box 1088, Marietta, GA 30061, (770) 426-3300.

Discrimination complaints may also be filed directly with: The Equal Employment Opportunity Commission, Sam Nunn Atlanta Federal Center, 100 Alabama Street, SW, Suite 4R30, Atlanta, GA 30303 (404) 562-6800 and/or The U.S. Department of Education, Atlanta Office for Civil Rights, 61 Forsyth St. S.W., Suite 19T70, Atlanta, GA 30303-3104 (404) 562-6350.

Car Riders

First and foremost, we encourage all students that can ride the bus, to do so. If students are transported, they must remain on the sidewalk until picked up unless a parent crosses at the yellow crosswalk at the flagpole to meet and walk their child(ren) to their car. **All students must be picked up by 4:30 p.m.**

I have reviewed the agenda rules as well as the Administrative Code of Conduct County Policies and am aware of all expectations.

Student

Signature: _____

Parent

Signature: _____

Date Reviewed with parent:

