

Oakland Middle School



2023 – 2024 STUDENT HANDBOOK

Mr. Brad Decker
Principal

Ms. Amber Beasley
Assistant Principal - 6th Grade

Mr. Web Hutchings
Assistant Principal - 7th Grade

Dr. Angela Hughes
Assistant Principal - 8th Grade

853 DeJarnette Lane
Murfreesboro, TN 37130
(615) 904-6760
Fax (615) 904-6761
oms.rcschools.net
@Oakland_Chargers

Page Break

The vision of OMS is to create a safe and secure environment that empowers all students to learn at high levels by providing the necessary support to be a successful, confident, problem-solving individual.

Charger Expectations

In order to maintain a safe and efficient learning environment, we expect our students to conduct themselves in a manner that is both respectful to others and themselves. Our students represent Oakland Middle School; therefore, all **Oakland Chargers will:**

- 1. Show respect to property, persons, and oneself.**
- 2. Follow the directions of all School Officials.**
- 3. Refrain from unnecessary physical contact with other students.**
- 4. Not engage in behaviors that negatively impact the learning environment.**

The RCS Student Handbook can be found online at www.rcschools.net. Please refer to the RCS Student Handbook and Code of Conduct for policies, guidelines, and procedures.

Below are the guidelines and steps teachers at OMS will follow for general classroom misconduct. **The teacher should call home each time a step is given to a student to explain the misconduct taking place.**

Teacher Steps

Step 1 - Teacher issues warning to student.

Step 2 - Teacher calls home/parent conference (Ensure parent/student understand further misbehavior will result in Dean Referral)

Step 3 - Teacher completes a Dean Referral for Step 3 and all subsequent steps.

Dean Steps

Offense 3 cont'd - The Dean will assign 1 day of lunch detention and call home.

Offense 4 - The Dean will assign 2 days of lunch detention and call home.

Offense 5 - The Dean will submit the referral to school administration.

Administrative Steps

Offense 5 cont'd - The administrator will assign 3 days lunch detention and call home.

Offense 6 - The admin will assign 1 Day ISS and call home.

Offense 7 - The admin will assign 2 Days ISS, call home, parent conf with Mr. Decker

Offense 8 - The admin will assign 1 Day OSS and call home.

Offense 9 - The admin will assign 2 Days OSS and call home.

Offense 10 - Administrator Discretion – Probable remandment to alternative school.

-The step process is used for the entire school year. At the beginning of Semester 2, three steps will be removed. For example, if a student had 6 steps during Semester 1, they will start Semester 2 on step 3.

-If a student continues to disrupt instruction after a step has been given by the teacher, the student will be removed from the classroom by administration and will not return for the duration of that class period.

-If a student cannot follow the rules and expectations in ISS, they will receive OSS.

Automatic Dean Referral

-Behaviors that are more severe and cause a greater disruption to the learning environment than standard classroom discipline issues may warrant an Automatic Referral to the Dean. These behaviors include but are not limited to:

Profanity
Horseplay
Public Display of Affection

Automatic Administrative Referral

-Behaviors that cause a substantial disruption to the learning environment may warrant an Automatic Referral to school administration. These behaviors include but are not limited to:

Defiance/Disrespect
Fighting
Bullying (Bullying Form Completed)
Sexual misconduct (Title IX Form Completed)
Threats
Drugs/Alcohol/Vaping
Vandalism
Theft

These steps will ensure parents are kept informed of their student's behavior while at OMS. Please contact your child's teacher by email or phone if you have any questions about his or her behavior and/or academic progress in class. A teacher MUST respond to a parent within 48 hours of parent contact.

Fighting/Verbal Altercations

Fighting/Verbal Altercations will not be tolerated at Oakland Middle School.

- 1st Fighting Offense = Min 3 Days OSS for fighting.
- 2nd Fighting Offense = Administrative Discretion (probable remandment to alternative school)
- Videoing/distributing a fight will result in 1 Day OSS for the 1st offense.
- Inciting/encouraging students to fight will result in 1 Day OSS for the 1st offense.
- Engaging in a verbal altercation that disrupts the learning environment will result in min 1 Day OSS.

Vaping/Nicotine

Students found to be in possession, using, or distributing vapes, vape paraphernalia, nicotine, and/or tobacco products will be disciplined as follows:

- 1st Offense = Min 1 Day OSS
- 2nd Offense = Min 2 Days OSS
- 3rd Offense = Admin Discretion (possible remandment to alternative school)

Tardies to School

All teachers are expected to begin class at 8:00. As such, it is the responsibility of the student and the parent to ensure the student is in their 1st period class when the 8:00 bell rings so the student is ready to begin learning. If a student is not in their 1st period class when the late bell rings, they will be counted tardy. Below are our procedures for tardies to school:

-1st thru 3rd tardy = Warning

-4th tardy = 1 day of lunch detention

-6th tardy = 3 days of lunch detention

-9th tardy = 5 days of lunch detention

-10th and all subsequent tardies = Administrative Discretion

*Students who are at OMS on a zone waiver may have their zone waiver revoked for excessive tardies/absences.

Tardies to Class

All teachers are expected to begin class when the bell rings. As such, it is the responsibility of the student to ensure they are in class when the tardy bell rings. Below are our procedures for tardies to class:

1st and 2nd tardy = Warning

3rd tardy = 1 day lunch detention

4th tardy = 3 days lunch detention

5th tardy = 5 days lunch detention

6th tardy = 1 day ISS

*All subsequent tardies = Administrative Discretion

Students' Rights and Responsibilities and Due Process

A student has full rights and citizenship as defined by the Constitution of the United States and assumes the responsibility to take positive actions relative to the Constitution, the laws of the State of Tennessee and policies, rules and regulations of the Rutherford County Board of Education, and Oakland Middle School. Due process will include appropriate hearing and reviews in all cases; the rights of individuals will be ensured and protected.

Suspension Restrictions

A student assigned OSS will not be able to practice, participate, or attend any extracurricular school activity or athletic event during the period of time the student is suspended. The suspension will end at 3:00 p.m. on the last day of the student's suspension. Students who are suspended may also not be allowed to participate in student incentive activities at the discretion of school administration.

Student Incentives

Activities will take place periodically throughout the school year to reward students for good behavior, good academic performance, and for meeting Charger Character expectations. These incentives include but are not limited to Grub Hub, Spring Fling, Charger Cinema, slushies, and

others. These privileges/incentives may be revoked from students who receive ISS or OSS at the discretion of the school administration.

Vandalism and Property Damages

(School Board Policy 5-6)

Students who destroy or vandalize school property will be required to pay for loss or damages. Suspension or expulsion may result from the willful destruction of school property. Accidental damage to school property should be reported to a teacher or to office personnel immediately.

Dress Code

The Oakland Middle School dress code has been devised with the idea of promoting a positive learning atmosphere and wholesome attitude for each student and the school community. Any dress or hairstyle that is considered contrary to good hygiene, disruptive in appearance, or detrimental to the educational environment or the public image of the school will not be permitted. The administration has the right to determine if attire or appearance is inappropriate for school. Students should follow these guidelines:

1. Any dress considered too revealing. No skin should be visible between shirts and pants while sitting or extending hands overhead. See-through materials, bare midriffs, open backs, low-cut tops, tube tops, tank tops, halter-tops, mesh or sleeveless shirts are not permitted.
2. Undergarments must be covered at all times. This includes sagging.
3. Shoes must be worn at all times. (No house shoes).
4. No Bandanas, shower caps, bonnets or head coverings unless for religious purposes.
5. Hats and sunglasses are prohibited in the building.
6. No skin above the fingertips. Shorts and skirts must be as long as or longer than the tip of the longest finger all the way around the body when the student's arms are by the side of the body. Boxer shorts as shorts are not permitted. Holes in clothing above the fingertips are to be covered completely with leggings or patches.
7. Clothing, accessories, or any items that advertise substances which are illegal for minors (drugs, alcohol, tobacco products, etc.) or which are otherwise inappropriate (profanity, sex, obscenities, violence, gang related, etc.) are not to be worn or brought to school.
8. Hair picks, stocking caps, hair curlers, and other head coverings may not be worn in school. Hoodies may be worn, but hood must stay down at all times.
9. Clothing must be size appropriate. Sagging is not allowed. Pants must be worn at the waist. All belts, buttons, and fasteners must be fastened at all times.
10. Tank-tops and cutoff sleeve shirts are prohibited regardless of width of the strap.

Electronic Devices

In accordance with board policy 6.312, students may possess personal electronic devices on school property so long as such devices are **turned off and stored** in backpacks, purses, or personal carry-alls. A teacher may grant permission for the use of these devices to assist with instruction. The principal or designee may also grant a student permission to use such devices at

his/her discretion. Students must adhere to RCS Acceptable Use Policy when using personal electronic devices.

- Students are prohibited from using their cell phone to call during school hours.
- Unauthorized use or improper storage of a device will result in appropriate disciplinary action.
- Since OMS is a 1:1 school meaning that all students will be assigned a laptop, OMS reserves the right to remove laptop privileges from any student who does not use their laptop appropriately while exercising digital citizenship.
- Cell phones and earbuds should be put away upon entering the classroom.

Inappropriate Use of Technology

All students are expected to practice digital citizenship when any electronic device is used. Digital citizenship refers to being responsible for the appropriate use of any technology engagement. If digital citizenship is not exercised, then the OMS discipline plan will be enforced. For example, not exercising digital citizenship would include, but may not be limited to inciting conflict or using inappropriate discourse via text, email or social media. The consequences for the inappropriate use of technology are as follows:

1st Offense: Up to 1 Day ISS

2nd Offense: Up to 2 Days ISS

3rd Offense: Up to 1 Day OSS

****Admin has discretion to administer discipline for inappropriate electronic usage as necessary depending on the circumstances of the occurrence.**

OMS is not responsible for lost, stolen, or damaged electronic devices.

Assemblies/Athletic Events

The following guidelines apply for assemblies and/or athletic events:

1. All school rules apply at all school sponsored events.
2. A student who fails to act appropriately will be asked to leave and will not be admitted to future events.
3. Loitering in the lobby, restrooms, or doorways is not allowed.
4. The appearance of someone on stage or at the microphone is the automatic signal for the audience to become silent.
5. Students are expected to enter the auditorium or gymnasium in a quiet, orderly manner.
6. Students are expected to be respectful and courteous at all times.
7. Students are expected to make transportation arrangements for after school activities before the activity. Students without rides after games will not be permitted to attend future events.
8. All students below high school age must be accompanied by a parent when attending after school extra-curricular activities.
9. All spectators must follow the RCS Clear Bag Policy.

Field Trips:

All school rules apply.

Permission slips and money for field trips must be turned in by the assigned deadline. Students will not be allowed to call home for permission to go on a field trip.

Misbehavior on a field trip will be dealt with as it warrants, and the student may be prohibited from further field trips.

Academic Affairs

Grading Policy

The grading system for subject-area grades is expressed by numerical value. The numerical values are equivalent to the following letter grade:

- 90-100 A
- 80-89 B
- 70-79 C
- 60-69 D
- Below 60 F

No score below a 50 will be given for assessments. **Assessments may be retaken after a student has spent time with the teacher in remediation or re-teaching and all practice for that assessment has been completed.** The higher of the scores will be kept in the gradebook.

Practice assignments must be completed before a student may retake an assessment – the practice is preparation for the assessment, so it is necessary to determine where a student needs to focus.

Cheating

If a student is found to have cheated on an assignment, test, etc., the student will receive a grade of zero and will be given an alternative assignment that assesses the same standards/content of the original assignment. The student's parent/guardian will be notified and the maximum score on the new assignment will be 80%. Students will also be subject to disciplinary action.

Report Cards and Progress Reports

Report cards are available at the end of each 9-week grading period via Skyward. Progress Reports will be available at the mid-way point of each grading period via Skyward.

Parent/Teacher Conferences

Two school-wide parent/teacher conferences are scheduled this year: October 22nd and March 16th. Additional conferences are available by appointment. **Teachers may not leave their class during**

class time to conference with parents. Therefore, 24-hour notice is necessary to schedule a conference and the conference must be held during the teacher's planning period.

Parent Portal

Parents and students should be able to view grades using the Student Portal. Passwords will be assigned at the beginning of the year.

Make-up Work

A student who has been absent is responsible for all assignments during his absence. Assignments must be completed and turned in within five days of returning to school.

Textbooks

Non consumable textbooks are loaned to students for their use during the school year. A student will be required to pay for a textbook that is lost, stolen, or damaged before another one can be loaned. Upon presentation of the lost book, a refund will be given. Textbooks are the property of the Rutherford County Board of Education and will be returned at the end of the school year, completion of the course, or withdrawal from school. Withholding of all grade reports, certificates of progress, or transcripts will occur until restitution is made.

Computer Usage

Students and parents will be required to sign an Acceptable Use Policy. Disciplinary action will be taken for inappropriate use of any school technology which could include removal of computer privileges.

Student Recognition

Students will be recognized at Oakland Middle School in a variety of ways including:

- ***Perfect Attendance:*** Student must have been present the major portion of each school day and must not accumulate the equivalent of a full day absent due to tardies or early checkouts.
- ***Chargers with Character:*** A student must have excellent conduct, acceptable attendance, do all assigned homework, have a great attitude and show school spirit. Two boys and two girls will be chosen from each grade every month of the school calendar year. Students will be featured on the morning announcements and treated to a special breakfast or lunch.
- ***Academic Awards:*** Based on academic criteria. Ceremony is in May.

School Hours and Transportation

The school hours are from 8:00 am until 3:00 pm. The doors will open at 7:20 am for students to enter the building. Students dropped off before 7:20 am will be unsupervised. Car riders should be picked up by 3:30. Students may not be checked out after 2:45pm.

Bus Regulations

Riding the school bus is a privilege. Improper conduct on the bus will result in the privilege being denied. The bus is an extension of the school, and the same conduct is expected on the bus

as at school. Students who ride the bus are to report directly to their grade level holding area or cafeteria (if eating breakfast) upon arrival at school. Students report directly to the bus when dismissed at the end of the day. During dismissal, students may not leave their classroom until their mode of transportation/bus is called.

Car Riders/Walkers/Bicycle Riders

Car riders/walkers are to enter and exit through the front of the main building and/or annex building. Car riders/walkers are to report to their grade level holding area or cafeteria (if eating breakfast) immediately upon arrival to school. Bicycles are to be locked in the bicycle rack at the gym entrance. Students who chain their bicycle to trees, signs, etc. are subject to having their locks cut and bicycle confiscated. Walkers and bicycle riders are to leave school grounds immediately after they are dismissed. Students are not permitted to loiter on school property.

Car riders will wait in their designated areas. All car riders should be picked up by 3:30.

Once students leave school for the day, they will not be permitted to return to school unless they have specific school related business.

Morning Designations for Students

8th graders will report to the auditorium

7th graders will report to the main gymnasium

6th graders will report to the main cafeteria

Transportation Changes

- All transportation changes need to be made before the start of the school day.
- A student must bring a note from his parent/guardian anytime a transportation change is necessary and turn that note into the office before the start of the school day. All bus transportation changes/requests must be verified and processed through the office and approved by administration.

AM Car Rider Drop-off

1. All car riders are to be dropped off in the front of the main building or annex building ONLY. 6th and 8th grade are dropped off in front of the main building, 7th grade is dropped off in front of the annex.
2. Both car rider lanes in front of the main building and annex building are open during morning drop off.
3. **Drivers should not pull through the parking lot to drop off their student. This area is for parking only.**
4. Please park if you feel your child needs extra time to get out projects or special materials.
5. Please give yourself plenty of time to get your student to school. Our heaviest time is ten minutes before school.
6. **Students should not be dropped off in the back of the main building, the back of the annex building, or on the side of the building.**
7. Our parking and drop off procedure is dependent upon everyone being a courteous driver. Help us keep all students safe.

PM Pick Up

1. All car riders are to be picked up in the front of the main building or the annex building ONLY. 6th and 8th grade are picked up in front of the main building, 7th grade is picked up in front of the annex.
2. BOTH lanes are open for pick up in front of both buildings.
3. Students should wait for whistle from the supervision before getting into their car.
4. All car riders must be picked up by 3:30pm.
5. Our parking and drop off procedure is dependent upon everyone being a courteous driver. Help us keep all students safe.

General Operations

Deliveries

We do not accept deliveries for students. Items such as flowers, balloons, outside food services, etc. will not be accepted from parents or delivery services and cannot be in students' possession during school hours.

Fundraisers

Students are only allowed to fundraise for school organizations during the school day. Selling for out-of-school groups such as churches, clubs, or personal sales will not be permitted.

Student Services

Counseling services are available to students at Oakland Middle School through student services. A student must complete a guidance request before going to guidance. Only in the case of an emergency will a student be permitted into student services without first requesting an appointment. Parents may also make appointments to meet with the counselor to discuss their child's records, progress, etc.

Hall Passes

Each teacher has a hall pass for their classroom. Students will not be permitted into the hallway without this pass.

Cafeteria

Breakfast will be served until 7:50 a.m. Students may not charge their school lunch while also purchasing a la carte items.

Lunch Procedures

Students will report to the cafeteria by their lunch class. Students will sit at an assigned table in the cafeteria. There are no assigned seats. Classroom teachers will report to their table to check for trash before their students are dismissed from their table.

Library

The Library is open throughout the day. Students must have a note signed by a teacher in order to visit the Library. Students may checkout up to two books at a time. Five cents a day will be charged for overdue books and no checkouts will be allowed until all debts are paid. If books are damaged or lost, a fine for the cost to replace the book(s) will be assessed.

Lockers

Lockers will not be assigned for the 2023-2024 school year. Parents/Guardians may request a locker for their student by completing a Locker Request Form. Students in 6th and 7th grade will receive their locker from their 1st period; students in 8th grade will receive their locker from their 3rd period teacher.

Medications

School officials will not routinely dispense medication to students except in unique situations in which a child's health is dependent upon emergency medical aid. If under exceptional circumstances a child is required to take oral medication during school, the parent/guardian must turn in *Permission for Administration of Prescription or Non-Prescription Medication* form. A parent must bring the medication to the office in the original container. All medication must be checked in to the Nurse's Office.

Parent of Chargers (POC)

The POC maintains a list of volunteer parents and will contact parents regarding volunteer opportunities throughout the year as well as meetings throughout the school year to discuss updates and issues at OMS. Some opportunities for parent involvement at Oakland Middle include fundraising events, Spring Fling, field day, field trip chaperone, and dance chaperones.

School Insurance

School insurance is available to all students. Information will be given to each student at the beginning of the year. Participation in this program is optional. Students taking part in athletics must have insurance.

School Resource Officer

The School Resource Officer is available to provide law enforcement services, law-related counseling, and to provide law-related classroom instruction to students at Oakland Middle School. Students are encouraged to contact the SRO anytime they are aware of any potentially serious or criminal activities. Students are to use the school guidance counselors and STARS counselor for counseling situations that are not law related.

Student Affairs

After School Activities

A variety of sporting events, dances, and activities are scheduled by the school each year. A schedule of events will be available on the school's website. All school rules are in effect at these functions.

Oakland Middle School Sports

Archery
Baseball

Boys Basketball
Girls Basketball
Bowling
Cheerleading
Cross Country
Dance
Hip Hop
Disc Golf
Football
Golf
Boys Soccer
Girls Soccer
Softball
Swim Team
Tennis
Track
Volleyball
Wrestling

Oakland Middle School Clubs

Anime Club
BETA
Chargers with Character
Drama
Environmental
Fellowship of Christian Athletes
Page Turners Book Club
Student Council
Yearbook
Project Lit
Broadcasting
Musical Theater
Choir
Band

*Please see OMS webpage for a list of contact information for each sport and/or club.