ON YOUR MARK • GET SET • GROW

LEWIS CHAPEL MIDDLE SCHOOL

STUDENT Handbook

2026-2027



Every Cardinal. Every Day.

Connected, Empowered, and Prepared to Lead, Learn, and Succeed.

LCMS
STUDENT HANDBOOK

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WELCOME MESSAGE

We would like to welcome you to Lewis Chapel Middle School for the upcoming year. We are excited about the year ahead and look forward to helping your child continue their educational growth. We look forward to your assistance with achieving the vision of Lewis Chapel Middle School, which is to prepare our students to be lifelong learners and to succeed in a technologically advanced world.

Lewis Chapel Middle School is committed to supporting our county's vision statement to ***"empower our students to collaborate, compete, and succeed in an increasingly interconnected world."***

Sincerely,

John E. McMillan
Principal

Ms. Kimberly Derrickson,
Assistant Principal

Mr. Sheral Raines,
Assistant Principal

MISSION STATEMENT

As CARDINALS, we Connect, Achieve, Respect, Develop, Inspire, Nurture, Actively Engage, Lead, and Serve, creating a safe and supportive school where every student grows into a confident, independent, and successful learner.

VISION STATEMENT

Every Cardinal. Every Day. Connected, Empowered, and Prepared to Lead, Learn, and Succeed.

Home of the
CARDINALS

CONNECTED Building Relationships | **EMPOWERED** Building Confidence | **PREPARED** Building Futures

TITLE I

FAMILY ENGAGEMENT POLICY

Lewis Chapel Middle School recognizes that a child's education is a responsibility shared by the school and family for the duration of your child's enrollment at our school.

Our school provides ample opportunities for parents/families to attend and participate in school activities and functions.

Throughout the school year, we will provide a variety of educational and informational opportunities for families that entail faculty, staff, and families to discuss and review this document or learn the curriculum of your children. These programs are specifically designed to enhance family engagement and reflect the specific needs of our students and their families.

TITLE I
FAMILY ENGAGEMENT POLICY

Title I is a federal grant that provides supplemental funding to select schools for resources to meet educational goals, such as:

- Smaller class size
- Additional teachers and paraprofessionals
- Training for school staff on how to engage parents and families
- Extra time for instruction (before and/or after school programs)
- Parent and Family Engagement activities and variety of supplemental materials and equipment.

Hold an annual Title I public meeting: This meeting will be held on August 21, 2025 at 3:00pm to inform parents about their rights under Title I and to provide them with information that will allow them to be fully active in their child's education.

Include parents on the School Improvement Team (SIT) that are reflective of the socioeconomic and racial diversity of the school. Our SIT will meet the third Monday of every month to develop and implement school improvement strategies and monitor the school improvement plan.

Ensure parents receive information in a timely manner.
Information includes, but is not limited to the following:

- school and district report cards,
- student assessment results and interpretation of such results,
- description of curriculum, state content standards and how student progress is measured,
- opportunities for parent and family meetings to share in educational decision making,
- qualifications of teachers,
- timely responses to parents and family suggestions, and
- inclusion of parents and families input on the school improvement plan and the district strategic plan.

Our school will **convene regular meetings** at flexible times for parents and families throughout the school year for the purpose of planning, reviewing, sharing information, and organizing school improvement efforts.

Develop a **Learning Compact** that outlines how parents and families, entire school staff, and students will share the responsibility for improved student achievement and will be sent home for parent review.

Provide **opportunities** to meet regularly with school personnel to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children.

PARENTS RIGHT TO KNOW STATEMENT

In accordance with ESEA Section 1111(h)(6)

PARENTS RIGHT-TO-KNOW, CCS is notifying every family of a student in a Title I school that you have the right and may request information regarding the professional qualifications of your child's classroom teachers and/or teacher assistants.

This information regarding the professional qualifications of your child's classroom teachers and teacher assistants includes, at a minimum, the following:

1. Whether the teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
2. Whether the teacher is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived.
3. The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree.
4. Whether the child is provided services by teacher assistants and, if so, their qualifications.

If you would like to request the qualifications of your child's teacher and/or teacher assistant please contact **the CCS Title I Office** at **910-678-2637**.

In addition, your child's school will notify you at any time your child has been taught for 4 or more consecutive weeks by a teacher not meeting state professional qualifications.

DERECHO A SABER DE LOS PADRES

De acuerdo con la Sección 1111 (h) (6) de ESEA

DERECHO A SABER DE LOS PADRES, WS / FCS está notificando a cada familia de un estudiante en una escuela de Título I que usted tiene el derecho y puede solicitar información sobre las calificaciones profesionales de su hijo. maestros de aula y / o asistentes de maestros.

Esta información con respecto a las calificaciones profesionales de los maestros y asistentes de maestros de su hijo incluye, como mínimo, lo siguiente:

1. Si el maestro ha cumplido con los criterios estatales de calificación y licencia para los niveles de grado y las materias en las que el maestro brinda instrucción.
2. Si el maestro está enseñando bajo un estado de emergencia u otro estado provisional a través del cual se ha renunciado a los criterios estatales de calificación o licencia.
3. El título de licenciatura del maestro y cualquier otra certificación de posgrado o título que posea el maestro, y el campo de disciplina de la certificación o título.
4. Si el niño recibe servicios de asistentes de maestros y, de ser así, sus calificaciones.

Si desea solicitar las calificaciones del maestro de su hijo y / o asistente de maestro, comuníquese con la **Oficina de Título I de CCS** al **910-678-2637**.

Además, la escuela de su hijo le notificará en cualquier momento en que un maestro que no cumpla con las calificaciones profesionales estatales le haya enseñado a su hijo durante 4 o más semanas consecutivas.

PARENT TO SCHOOL RELATIONSHIP

As a parent, you know your child better than anyone else does.

When you have a strong and respectful relationship with your child's school and teachers, your child will get the most out of their education.

When everybody is working together in the best interests of the student, **WE CAN** achieve success.

Building and maintaining positive parent-school relationships and communication is one of the best ways to support your child's education and school environment.

LEWIS CHAPEL MIDDLE SCHOOL

HOURS OF OPERATION:

The official hours of operation at Lewis Chapel Middle School are

6:55 A.M. – 2:40 P.M.

SUPERVISION FOR STUDENTS WILL BE PROVIDED DURING THESE HOURS ONLY, UNLESS OTHERWISE COMMUNICATED.

Students should not be dropped off in the morning prior to 6:55 A.M.
Students staying for after-school activities must be picked up within 15 minutes of the ending time of all activities.

LCMS BELL SCHEDULE

	6TH GRADE	7TH GRADE	8TH GRADE
6:55 – 7:30	Homeroom	Homeroom	Homeroom
7:30 – 8:30	1ST PERIOD	1ST PERIOD INTERVENTION BLOCK Resource Pulled	1ST PERIOD
8:33 – 9:33	2ND PERIOD	2ND PERIOD (ELECTIVE)	2ND PERIOD
9:36 – 10:36	3RD PERIOD	3RD PERIOD (ELECTIVE)	3RD PERIOD INTERVENTION BLOCK Resource Pulled
10:39 – 12:09	4TH PERIOD (L)	4TH PERIOD (L)	4TH PERIOD (ELECTIVE)
12:12 – 1:04	5TH PERIOD INTERVENTION BLOCK Resource Pulled	5TH PERIOD	5TH PERIOD (ELECTIVE)
1:07 – 1:52	6TH PERIOD (ELECTIVE)	6TH PERIOD	6TH PERIOD (L)
1:55 – 2:40	7TH PERIOD (ELECTIVE)	7TH PERIOD	7TH PERIOD

= LUNCH = ELECTIVE PERIOD = INTERVENTION / RESOURCE PULLED

LOITERING

Students are not permitted to loiter on school property after school hours, before school, or on non-school days.

Students are not to be on the school campus after 2:40 p.m. unless they are under the direct supervision of a staff member or at a school sponsored activity.

When necessary to wait for transportation, students must stay outside of the building at the main entrance.

- School Board Policy

GENERAL PROVISIONS

- School Board Policy:

- All students will comply with all rules governing behavior and conduct. It is the responsibility of the principal to investigate fully the cases of students appropriately referred to his/her office for misbehavior, to ensure fair treatment of such students and protection of their procedural and substantive rights, and to determine what, if any, disciplinary action is warranted. The teacher shall have the responsibility and the authority to discipline students, except in those cases requiring the attention of the principal: All policies in the Cumberland County Schools Code of Conduct will be enforced.

- The Student Code of Conduct shall apply to all students in the system before, during, and after school hours while at school, in any school building, and on any school premises; on any school-owned vehicle or in any other vehicle used to transport students to and from any school or school activities; bus stops; off school property at any school-sponsored or school-approved activity, event, or function, including athletics; and during any period of time when students are subject to the authority of school personnel; to include conduct which occurs off school property which has or is reasonably expected to have a direct and immediate impact on the orderly and efficient operation of the schools or the safety of individuals in the school environment.

INAPPROPRIATE ITEMS

ON SCHOOL PROPERTY



School Property:

Any device disruptive to the school environment to include electronic devices, including but not limited to cell phones, tablets, digital cameras, and laser devices, will not be displayed or utilized while on the school bus or on school premises during the school day unless utilized for educational purposes as approved by the school administration.



Cell Phones

Lewis Chapel Middle School is a one-to-one institution, therefore each student is issued a laptop for educational purposes. Cellphones are not necessary to use as a means of enhancing instruction. For this reason, the use of cell phones, at any capacity, is not permitted at Lewis Chapel Middle School. It is our suggestion that all electronic items be kept at home. If a student is in possession of a cell phone, it and all accessories, should be off/on silent and out of sight. At no point, are students permitted to walk through the hallways with their cell phones in sight or with listening devices in/on their ears. As with any rule at Lewis Chapel Middle, students should follow the directions of school staff the first time they are given instructions.

INAPPROPRIATE ITEMS

ON SCHOOL PROPERTY

School Property Continued...:

If a staff member deems it necessary to confiscate a device due to the violation of school policy, the student must surrender the device immediately without argument.

Confiscated electronic devices that are turned into the office by the teacher can only be picked up by a parent or guardian.

Lewis Chapel Middle School and Cumberland County School will not be responsible for electronic devices that are lost or stolen on school property. Since it is not a requirement, bringing electronic devices is an assumed risk of the parents and students.

Lewis Chapel Middle School's

Tardy Policy

OFFENSE(S)	CONSEQUENCE(S)
1 FIRST TARDY	TEACHER WARNING
2 SECOND TARDY	PARENTAL CONTACT
3 THIRD TARDY	PARENTAL CONTACT AND TEAM CONSEQUENCES
! EXCESSIVE TARDIES	ADMINISTRATION REFERRAL

RESTORATIVE JUSTICE CENTER (RJC)



Restorative Justice Center (RJC):

The Restorative Justice Center provides an alternative learning situation. Students will be assigned to RJC for one to ten days, depending on the circumstances of the individual case. The program will focus on two basic areas of education and will be restorative in its approach:

- Aiding students with assignments from their regular teachers and providing remedial instruction and materials when necessary
- Student will participate in “Restorative Practices” to promote a change in their behavior

RJC Placement: On his/her assigned day, a student assigned to RJC is to report to homeroom until 7:30 when they will be report to RJC. If a student does not complete all assignments in RJC, he/she may be assigned additional days or out-of-school suspension by an administrator.

Students must make-up RJC and out-of-school suspension days when school has been canceled due to inclement weather.



ATTENDANCE AND ABSENCES

It is the policy of The Cumberland County Board of Education that all students attend school daily and be present for all classes.

ATTENDANCE

In order to be considered in attendance, a student must be present in the school for the school day or at a place other than the school with the approval of the appropriate school official for the purpose of attending a school activity which has been officially authorized under the policies of the Board of Education. Such activities may include field trips, athletic contests, student conventions, musical festivals, or any similar approved activity. A student shall be present at least one-half of the school instructional day in order to be recorded present for that day.



EXCUSED ABSENCES:

When a student must miss school, a written excuse signed by a parent or guardian must be provided when the student returns.
Additional documentation may be requested by the school.

AN ABSENCE MAY BE EXCUSED FOR:

1. Personal illness or injury that makes the student physically unable to attend.
2. Isolation ordered by the local health officer or the State Board of Health.
3. Death in the immediate family, including, but not limited to, grandparents, parents, brothers, and sisters.
4. Medical or dental appointments.
5. Participation as a party to an action or under subpoena as a witness in a court proceeding or administrative tribunal.
6. A minimum of two days each academic year for observance of a religious event with prior written approval.
7. Participation in a valid educational opportunity, such as travel or service as a legislative or Governor's page, with prior approval from the principal or designee.
8. Absence due to pregnancy and related conditions or parenting, when medically necessary.

Prior approval is required for **items 6 and 7.** This approval must be obtained from the principal or principal's designee before the absence occurs.

CHECK-INS & CHECK-OUTS

CHECK-INS



The parent/guardian **must be present** to check-in the student.

If a student enters the building late, without checking in, they **may be marked absent.**

CHECK-OUTS

1. The parent or authorized person who is listed on the Verification Card must come in the office to sign his or her student out of school.
2. A photo ID must be provided in order to check the student out of school.
3. Parents are not allowed to check out a student after **2:10 P.M.** If a parent arrives after 2:10 P.M., he or she will have to wait until **2:40 P.M.** when the student is released.

MAKEUP WORK

Makeup of any missed assignments must be completed **within five school days** of the student's return to school.

If the teacher is unable to give a student the original assignment as makeup work, then the teacher shall provide an alternative but comparable assignment to be completed by the student.

A teacher may allow for an extension of makeup assignment deadlines in the case of valid, extenuating circumstances.

EXCESSIVE ABSENCES & TARDIES



BE ON TIME. BE PRESENT.

Class attendance and participation are critical elements of the educational process and may be taken into account in assessing academic achievement. Students are expected to be at school on time and to be present at the scheduled starting time for each class.

UNEXCUSED TARDIES & EARLY RELEASES

For purposes of the compulsory attendance law and/or Student Code of Conduct reasons, a student will be considered unlawfully absent for one school day when the student accumulates unexcused tardies and/or unexcused early releases occurring on:

6 OR MORE SCHOOL DAYS

IN EXCESS OF 30 MINUTES EACH DAY.

LEAVING CAMPUS

Under no circumstances will a student be allowed to meet someone in the parking lot or leave the school premises without a parent/guardian accompanying him or her.

EXCESSIVE ABSENCES IMPACT ATHLETICS:
OVER 13 DAYS IN ONE SEMESTER WILL MAKE STUDENTS INELIGIBLE FOR SPORTS IN THE NEXT SEMESTER.

BUS REGULATIONS

ONLY RIDE YOUR ASSIGNED BUS

School buses are provided by the State of North Carolina. Students may **only ride the bus assigned** to them.

NEED TO RIDE A DIFFERENT BUS?

A written request must be submitted
BY THE END OF 1ST PERIOD
to the designated administrator.
The request must include:

- Parent/guardian signature
- Date
- Telephone number

IMPORTANT: Approval is **not guaranteed** and depends on available bus capacity.

BUS BEHAVIOR

Students who ride the bus are expected to **conduct themselves in an orderly manner** at all times.



BE RESPECTFUL. BE RESPONSIBLE.
WE ALL RIDE TOGETHER!

BUS REGULATIONS: BEHAVIOR & SAFETY

STUDENTS MAY BE SUSPENDED FROM THE BUS FOR:

1. Delaying the bus schedule
2. Fighting, using profanity, smoking, lighting matches or cigarette lighters, pushing and tripping
3. Refusing to obey instructions of school authorities
4. Tampering with a school bus
5. Holding your arms, hands, head or any other part of your body out of the bus windows or doors
6. Refusing to meet or exit the bus at the student's designated stop
7. Unauthorized exiting of the bus when en route to school or home
8. Entering or leaving the bus through the Emergency door or through windows (These Exits are used only in emergencies.)
9. Leaving your seat before you reach your destination. (Your feet should remain on the floor at all times and not up in the seats.)
10. Holding or saving seats; refusing to let others sit in unoccupied seats

BUS PRIVILEGES CAN BE SUSPENDED.

School administration has the authority to suspend students from riding the bus for violations of these expectations.

BUS REGULATIONS:
BEHAVIOR & SAFETY — CONTINUED

STUDENTS MAY BE SUSPENDED FROM THE BUS FOR:

11. Shooting rubber bands, water pistols or any device containing water or any other liquid.
12. Playing: throwing trash, paper, gum, or other materials or objects; popping caps or other noisemakers.
13. Punching holes, tearing, cutting, writing, or marking on or willfully damaging any interior or exterior part of the bus. (Punishable by suspension and payment of damages.)
14. Crossing the street at the rear of the bus when entering or leaving the bus. (Cross only in front of the bus.)
15. Possessing drinks in cans, bottles or cartons on the bus.
16. Talking or singing too loudly, clapping hands, stomping feet, making excessively loud and distracting noises that might endanger the safety of others.
17. Refusing to remain in seats assigned by school authorities or bus drivers.
18. Failing to observe established safety rules and regulations.
19. Eating, drinking and/or littering on the bus.
20. Having animals or pets of any kind on the bus.
21. Annoying others by sticking them with pencils, pens, pins, fingers, or other objects.
22. Possessing objects that will take up another student's seat, block the aisle, or obscure the driver's vision.

BUS PRIVILEGES CAN BE SUSPENDED.
School administration has the authority to suspend students from riding the bus for violations of these expectations.

BUS CONSEQUENCES



BUS RIDING IS A PRIVILEGE

Based on the severity of the offense and for the safety of all students, administration has the authority to suspend the student off the bus for the remainder of the school year.

WRITTEN NOTIFICATION

Students will receive written notification of their suspension. It is the responsibility of the student to give the notification to his or her parent/guardian.

SEARCH AND SEIZURES

The Cumberland County Schools policy on Search and Seizures extends to students who ride the bus.

SUSPENSION GUIDELINES

Offense(s)	Consequence(s)
First Offense	Up to 5 days suspension from the bus
Second Offense	Up to 10 days suspension from the bus
Third Offense	May lead to a suspension for the remainder of the school year

BE RESPECTFUL. BE RESPONSIBLE. RIDE SAFELY.

CAFETERIA CONDUCT

CONDUCT: The school cafeteria is maintained as a vital part of the health program of a school. In order to keep our cafeteria clean and attractive, the following rules must be observed:

KEEP IT ORDERLY

1. Students are to arrive and depart in a single file.
2. Keep the cafeteria line orderly.
3. Talk in a normal voice while in the cafeteria.
4. Never push or run in the cafeteria.
5. Students are not allowed to cut lunch line.
6. Students are not allowed to save places in the lunch line.

KEEP IT CLEAN

7. Discard disposable trays, milk cartons, and debris to trash receptacles.
8. Food and milk should not be taken outside the cafeteria unless otherwise directed by a supervising adult.
9. Students are not allowed to have prepared restaurant food or drinks delivered to the cafeteria for lunch.

STAY IN YOUR ASSIGNED AREA

10. Students are to eat in the area designated by their teacher.
11. Students are not to leave their assigned area to go visit other students in other classes.
12. Students are not to leave the cafeteria until instructed to do so by the teacher.

SHOW RESPECT

13. Respect cafeteria duty teachers' authority.



MAKE GOOD CHOICES. RESPECT OTHERS. KEEP OUR CAFETERIA CLEAN AND SAFE.

LEWIS CHAPEL MIDDLE SCHOOL

TELEPHONE & CELL PHONE POLICY

The school telephone is for school business and emergency use only. In case of emergency or sickness, the Student Services department will allow you to make a call with teacher approval.

The main office phone is not available for student use. In order to protect instructional time, students will not be called from class to receive phone calls or messages.

Transportation changes may not be made over the phone. Emergencies should be referred to the office.



STUDENTS MAY NOT USE CELL PHONES

DURING THE INSTRUCTIONAL DAY.
THIS INCLUDES TEXTS/PHONE CALLS
TO AND FROM PARENTS OR GUARDIANS.



CELL PHONES SHOULD BE KEPT IN STUDENTS' **LOCKED LOCKER** OR LEFT AT HOME.

LEARN. LEAD. SUCCEED.

LEWIS CHAPEL MIDDLE SCHOOL

FIRE DRILLS

Regular Fire Drills are required by law and are an important safety precaution. One long continuous ring of the bell or alarm firebox system will alert all personnel.

Routes for the nearest fire exit are posted in each room.

Students should vacate the building in an orderly manner in a single file.

Students should remain with the class so that the teacher may call roll.



★ BE ALERT. BE SAFE. ★

Every Drill. Every Time.

LEARN. LEAD. SUCCEED.

LEWIS CHAPEL MIDDLE SCHOOL

EMERGENCY EVACUATION

Students follow the same procedures as in a fire drill.

Routes for the nearest fire exit are posted in each room.

Students should vacate the building in an orderly manner in a single file, and should remain with the class so that the teacher may call roll.

Students and faculty will remain outside until local safety officials have swept the campus.



LEARN. LEAD. SUCCEED.

LEWIS CHAPEL MIDDLE SCHOOL

TORNADO DRILLS

Tornado Drills will be signaled by one long and one short ring of the bell repeated three times.

Students are to follow their teacher, report to a designated area, and assume a curled position to protect eyes and head.

Students must sit close together and remain quiet.

Orderly evacuation to key areas is the safest policy for all concerned.



LEARN. LEAD. SUCCEED.

LEWIS CHAPEL MIDDLE SCHOOL

DRESS CODE POLICY

BASIC SCHOOL UNIFORM



TOPS

- Collared shirts and blouses must be totally solid in color (Navy Blue, White, Red, Black or Yellow)
- Sweaters or sweatshirts must be a solid color (Navy Blue, White, Red, Black or Yellow)



BOTTOMS

- All bottoms must be Navy Blue, Khaki or Black in color. Jeans and sweatpants are not allowed.
- Skirts, shorts, jumpers and skorts must be knee length or no more than two inches above the knee.



SHOES

- Closed-toe shoes or crocs must be worn at all times



BELTS

- Belts must be a proper fit and worn at all times if bottoms have belt loops. They must be solid in color (Black, Brown, White, Navy Blue or Khaki)



OUTERWEAR

- Blazers or lightweight jackets may be worn at all times. They must be solid in color (Navy Blue, White, Red, Black or Yellow)

LEARN. LEAD. SUCCEED.

LEWIS CHAPEL MIDDLE SCHOOL

DRESS CODE VIOLATIONS

THE FOLLOWING ARE NOT ALLOWED

PROHIBITED TOPS



Low-cut, sleeveless (spaghetti strap, tank tops), crop-tops/midriffs, mesh tops, off the shoulder or ripped, vulgarity, alcohol, tobacco/drug paraphernalia depicted

PROHIBITED BOTTOMS



Sagging, low-rise, rips or holes, leggings, biker shorts and bottoms shorter than two inches above the knees

PROHIBITED SHOES



Sandals, open-toed shoes, flip-flops/slides, heels over two inches in height and house shoes/slippers

PROHIBITED ACCESSORIES



No sunglasses, headgear, visors, sweatbands, doo-rags, bandanas or scarves will be worn in the building.

ADDITIONAL VIOLATIONS



Inappropriate logos, vulgarity, alcohol, tobacco/drug paraphernalia

LEARN. LEAD. SUCCEED.

LEWIS CHAPEL MIDDLE SCHOOL

DRESS CODE CONSEQUENCES

REPEATED VIOLATIONS WILL RESULT IN PROGRESSIVELY SEVERE CONSEQUENCES.

1 FIRST OFFENSE

- Notification to parent.
- Request for a change of clothing.

2 SECOND OFFENSE

- Notification to parent.
- Request for a change of clothing.

3 THIRD OFFENSE

- Notification to parent.
- Request for a change of clothing.
- Referral to the guidance counselor or social worker.

4 FOURTH OFFENSE

- Notification to parent.
- Request for a change of clothing.
- Team disciplinary action.

5 FIFTH OFFENSE

- Notification to parent.
- Request for a change of clothing.
- Referral to administration.

LEARN. LEAD. SUCCEED.

LEWIS CHAPEL MIDDLE SCHOOL

CHROMEBOOKS

Chromebooks are school and state property and should be treated accordingly. Chromebooks are not to be left in the halls, gym, lunchroom, or on top of lockers. It is the student's responsibility to keep up with their chromebook.

The policy for assessing damage fees has been established by the Cumberland County School System.

1 Lost Chromebook:
Full price will be charged.

2 Damaged Chromebook, Unusable:
Full price will be charged.

3 Damaged Chromebook, Usable:
The amount collected will be assessed by the county based on the condition at the time the chromebook was issued versus returned. Assessments will vary depending on the level of destruction incurred.



LEARN. LEAD. SUCCEED.

LEWIS CHAPEL MIDDLE SCHOOL

LOST & FOUND / BOOK BAGS



LOST & FOUND:

- Students who find lost articles are asked to take them to the front office.
- Lost items will only be held for **30 days**.



BOOK BAGS:

- Book bags, athletic bags, or similar items may be used only for the purpose of transporting books, other school related materials, and personal items to and from school.
- Immediately upon the student's arrival at school, book bags, athletic bags, or similar items **must be placed in the students' locker**.
- Bags placed in lockers must be left unclosed (i.e. unlocked, unsnapped, unzipped). This regulation shall be strictly enforced to reduce the risk of contraband, such as drugs and weapons, being concealed in a locker which is the property of Cumberland County Board of Education and which may be searched by school officials without prior notice.
- This restriction is necessary for the safety and welfare of our students.



During elective class, gym clothes must be carried in a small mesh bag, clear bag, or plastic grocery bag. Bags may not exceed **14 × 18 inches**.

At the closing of school in May book bags will **not** be allowed at school after lockers are emptied.

LEARN. LEAD. SUCCEED.

LEWIS CHAPEL MIDDLE SCHOOL

LOCKERS & LOCKS



All students of Lewis Chapel Middle School will be receive one lock purchase by the school for the 2026-2027 school year. Lockers should remain locked at all times in order to avoid theft.

Students must replace lost locks at the student's expense for a fee of **$6.00.**

Students may also purchase a used lock for **$3.00.**

Only school locks may be used. Students may use a lock that was previously purchased or given by from LCMS.

Any lock that is not a school lock will be cut from the locker at the student's expense. Students are responsible for all damage to lockers. Students are also reminded that there will be no sharing or exchanging of lockers once they are assigned.

LEARN. LEAD. SUCCEED.

LEWIS CHAPEL MIDDLE SCHOOL

THEFT PREVENTION

The best method of theft prevention is to be aware of the possibility of theft occurring and strive to eliminate these opportunities.

Each student and employee of the school has responsibility in the area of theft prevention; however, the school cannot be responsible for items that are lost or stolen.



- ☑ Never leave anything in a locker that does not have a lock.
- ☑ Never leave anything of value in the locker rooms. Valuables should be left in locked lockers.
- ☑ Band instruments should never be left unsecured.
- ☑ If you remove rings to wash your hands, then be sure that when you leave you have not left them on the soap or towel dispensers.
- ☑ Never leave your purse unattended.
- ☑ Never leave anything valuable behind when you leave a classroom, even if you plan to return promptly.
- ☑ If you are staying after school for practice or club meetings, practice the same theft-prevention habits you would during school.

LEARN. LEAD. SUCCEED.

LEWIS CHAPEL MIDDLE SCHOOL

MEDICATION ADMINISTRATION



School employees are authorized to administer drugs or medication when all of the following conditions have been met.

a. The student's parent or legal custodian has made a written request that school personnel administer the prescription drug or medication to the student and has given explicit written instructions from a licensed medical professional describing the manner in which the drug or medication is to be administered.

b. A physician has prescribed the drug or medication for use by the student (for over-the-counter medications as well as medications available only by a physician's prescription).

c. A physician has certified that administration of the drug or medication to the student during the school day is necessary (for over-the-counter medications as well as medications available only by a physician's prescription).

d. The employee administers the drug or medication pursuant to the written instructions provided by the student's parent or legal custodian.

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LEWIS CHAPEL MIDDLE SCHOOL

ACADEMIC INTEGRITY



Academic integrity is rooted in responsibility, honesty, trust, fairness, and respect for self and others. **We believe the value of education is only as strong as our values of academic integrity.**

Cheating, plagiarism, obtaining an unfair advantage, falsification of assignments, forging signatures, not doing your own work, assisting others (giving others your answers), violation of software regulations, breaking copyright laws, inappropriate computer access, cutting and pasting from the Internet, and even the failure to tell a teacher if you know of someone cheating are all considered offenses to academic integrity. These acts are subject to discipline.

Demand the highest performance of yourself.

Expect the highest performance of others.

LEARN. LEAD. SUCCEED.

LEWIS CHAPEL MIDDLE SCHOOL

PROMOTION STANDARDS

Students in grade 6-8 must earn a passing grade of 60 or higher in **language arts, reading, math, social studies and science.** Additionally, students must earn a passing grade of 60 or higher in one of the following:

- P.E./ HEALTH
- VOCATIONS
- CULTURAL ARTS
- FOREIGN LANGUAGE
- ANY APPROVED ELECTIVE

Final promotion decisions shall be based on mastery of grade-level skills as measured by teacher assessments, North Carolina End of Grade Tests, and other local and state recommended assessments.

★ GRADING SCALE ★

A	=	90-100
B	=	80-89
C	=	70-79
D	=	60-69
F	=	0-59

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LEWIS CHAPEL MIDDLE SCHOOL

EVALUATION OF STUDENT: *Progress*

Progress reports will be sent home at the halfway point of each grading period.

All students will receive a progress report from their teachers, and it is the responsibility of the student to give these reports to their parents/guardian.

Report cards are sent home at the end of each 9 -week grading period. Please refer to the School Calendar.



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LEWIS CHAPEL MIDDLE SCHOOL

PROGRESS REPORT & REPORT CARD SCHEDULE

2026-2027
PROGRESS REPORT AND REPORT CARD SCHEDULE
Traditional Calendar Schools • K-8

EVENT	DATE
First Day for Students	***Monday, August 24, 2026***
Progress Reports Go Home/Grades available in Campus Parent/Student Portal	Thursday, September 24, 2026
End of 1st Grading Period	***Friday, October 23, 2026***
Report Cards Go Home/Grades available in Campus Parent/Student Portal	Friday, October 30, 2026
Progress Reports Go Home/Grades available in Campus Parent/Student Portal	Friday, December 04, 2026
End of 2nd Grading Period (End of Semester 1)	***Friday, January 15, 2027***
Report Cards Go Home/Grades available in Campus Parent/Student Portal	Wednesday, January 27, 2027
Progress Reports Go Home/Grades available in Campus Parent/Student Portal	Friday, February 19, 2027
End of 3rd Grading Period	***Wednesday, March 24, 2027***
Report Cards Go Home/Grades available in Campus Parent/Student Portal	Wednesday, April 07, 2027
Progress Reports Go Home/Grades available in Campus Parent/Student Portal	Friday, April 30, 2027
End of 4th Grading Period/Last Day for Students/ Elementary Report Cards Go Home/Grades available in Campus Parent/Student Portal	***Friday, May 28, 2027***
Final Middle School Report Cards Mailed Home/Grades available in Campus Parent/Student Portal	Friday, June 04, 2027

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LEWIS CHAPEL MIDDLE SCHOOL

PARENT CONFERENCES



If issues arise concerning students at Lewis Chapel Middle School, parents may make appointments for conferences with **teachers** by contacting them via email or ClassDojo. Appointments with **counselors** and **principal** may be made by telephoning the school office or emailing.

We request that all conferences be made during a **teacher's or team's planning period.** Please allow the school sufficient time to schedule conferences.

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LEWIS CHAPEL MIDDLE SCHOOL

FACULTY LOUNGES & WORKROOMS



Students are **not allowed** in the teachers' workroom/lounge/mailbox room for any reason before, during, and after school, or during after-school activities.

Teachers will be **responsible for keeping students out** of this area and should not send a student to the lounge or mailbox room for any reason.

The lounge or workroom is a place for **school personnel only.**

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LEWIS CHAPEL MIDDLE SCHOOL

STUDENT SERVICES

Guidance and Counseling Programs, School Psychological Services, and School Social Work Services focus on improving student performance by implementing strategies and activities that support and maximize student learning; helping students to grow in their personal and social development; and by providing a foundation for acquiring the skills that enable students to make a successful transition from school to the world of work.

Guidance Counselors: Lewis Chapel Middle School guidance curriculum will address three major components: (1) academic development, (2) career development and (3) personal/social and emotional development.

Social Worker: Lewis Chapel Middle School has 1 full-time Social Worker, whose main function is to support student success by addressing barriers to student learning and strengthening collaboration between home, school and community.

LEARN. LEAD. SUCCEED.

LEWIS CHAPEL MIDDLE SCHOOL

STUDENT SERVICES



WITHDRAWALS

Parents should contact the school **24 hours prior** to their child's last day at school for withdrawal procedures. The procedure for withdrawal is as follows:

1. Secure an authorization note for withdrawal or a transfer note from the parent or guardian.
2. Obtain a checkout form from the Student Services Office.
3. Have the form filled out by each assigned teacher, media center, and cafeteria.
4. Return all books and property to subject teachers or media center.
5. Clean out locker
6. Return withdrawal form to Student Services Office.

ADDRESS/TELEPHONE NUMBER CHANGES

Inform the Student Service's office and your homeroom teacher if you change your address or telephone number anytime during the school year. Please provide the appropriate paperwork to confirm address change, which includes your new lease or contract, a utility bill, and proof you have vacated your previous residence.



WE'RE HERE TO HELP!

*Students must secure a pass from their teacher to go to Student Services.

LEARN. LEAD. SUCCEED.

LEWIS CHAPEL MIDDLE SCHOOL

STUDENT SERVICES

NEED TO SPEAK WITH A COUNSELOR OR SOCIAL WORKER?

Students must **first receive permission** from their current **supervising teacher** before visiting Student Services to meet with a counselor or social worker.

STUDENTS MAY NOT VISIT STUDENT SERVICES WITHOUT A TEACHER-ISSUED PASS.

This expectation applies throughout the school day, including during **class changes**, **lunch**, and other **transition times**.

IF YOU NEED TO VISIT STUDENT SERVICES, ASK YOUR CURRENT SUPERVISING TEACHER FOR PERMISSION AND A PASS BEFORE LEAVING CLASS OR ANOTHER SUPERVISED AREA.



ASK YOUR TEACHER | GET PERMISSION | WE ARE HERE TO HELP!

LEARN. LEAD. SUCCEED.

LEWIS CHAPEL MIDDLE SCHOOL

FIELD TRIPS AND DANCES

FIELD TRIPS

- We offer several field trip opportunities to support our curriculum.
- When students attend field trips or any other school activity they are expected to abide by the same policies as during the regular school day.

SCHOOL DANCES

- There will be school dances during the school year at Lewis Chapel Middle School. These dances usually begin at 3:00 P.M. and end by 5:00 P.M.
- Students attending the dances shall conduct themselves in accordance with all rules and regulations of the Board of Education and Lewis Chapel Middle School.
- Only Lewis Chapel Middle School students will be able to attend the school dances.



LEARN. LEAD. SUCCEED.

LEWIS CHAPEL MIDDLE SCHOOL

FIELD TRIPS, DANCES, CLUBS, & ATHLETICS

FIELD TRIPS

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LEWIS CHAPEL MIDDLE SCHOOL

ATHLETICS

REQUIREMENTS FOR PARTICIPATION

a **FINAL FORMS** – Each student must have a parent and student account on **www.FinalForms.com** where they will complete the required athletic forms and **upload them to their Final Forms account.** Students will not be permitted to participate until all parent and student forms are complete.

b **PHYSICAL EXAMINATION** – Each student must receive and upload a **current physical** before he/she will be allowed to begin practice/tryouts for participation in inter-school athletic contests. It is recommended that each student-athlete receive a new physical at the beginning of each school year.

ELIGIBILITY BY SEMESTER

Fall Sports:
Based on 2nd semester grades and attendance from the previous school year.

Winter Sports:
Eligibility is checked twice:
- Before the season using 2nd semester grades and attendance from the previous school year.
- Again at semester break using 1st semester grades and attendance from the current school year.

Spring Sports:
Based on 1st semester grades and attendance from the current school year.

Note:
Students must meet all academic and attendance requirements to remain eligible for participation.

1 **SCHOLASTIC REQUIREMENTS –**
A student must have a cumulative grade point average of a **2.0** or **70** average.

2 **ACADEMIC REQUIREMENTS –**
A student must have passed at least **5 out of 6 classes** from the previous semester.

3 **AGE OF PLAYER –**
A student may participate in athletic contests during the school year if he/she will not be **15 years of age** on or before **August 31st** of the current school year.

4 **DISCIPLINARY ACTION –**
Any athlete who has been assigned ISS on two occasions or suspended from school may be dismissed from the team for the remainder of the season.

5 **ATTENDANCE –**
A student must be in attendance for classes **85%** of the time during the previous semester (no more than **13 absences**) to be eligible to participate in sports.

6 **INSURANCE –**
The student must have insurance coverage by one of the following:
A. School Insurance **B.** Private insurance
C. Be a military dependent



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LEWIS CHAPEL MIDDLE SCHOOL

ATHLETICS

CONTINUED

STUDENT-ATHLETES MUST BE:

- PICKED UP FROM **PRACTICES** BY THE PRACTICE END TIME UNLESS INSTRUCTED OTHERWISE BY THE COACH.

- PICKED UP AT THE FRONT ENTRANCE OF THE SCHOOL FROM **ATHLETIC EVENTS** AT THE FOLLOWING TIMES.

INDIVIDUALS WHO DO NOT ADHERE TO THE FOLLOWING PICK UP TIMES MAY BE DISMISSED FROM THE TEAM.

ADMISSION

- All Games: $5.00
- Track Meets: $4.00

PICK UP TIMES FOR ATHLETIC EVENTS

FALL SPORTS		WINTER SPORTS		SPRING SPORTS	
Boys Football	5:30 PM	Boys Wrestling	4:30 PM	Girls Soccer	4:30 PM
Girls Volleyball	5:00 PM	Boys Basketball	6:00 PM	Girls Softball	4:30 PM
Boys Soccer	4:30 PM	Girls Basketball	4:30 PM	Boys Track	4:30 PM
Girls Track	4:30 PM	Cheerleading	4:30 PM	Boys Baseball	5:00 PM
Cheerleading	4:30 PM				

★ *Practice end times are subject to change. Parents should follow coach communication regarding updated pickup times.

LEARN. LEAD. SUCCEED.

LEWIS CHAPEL MIDDLE SCHOOL

CLUBS & AFTERSCHOOL ACTIVITIES

CLUBS:

Lewis Chapel Middle School offers a variety of clubs designed to complement our educational program. The club sponsors will inform students of these opportunities after school begins.

Students have opportunities to develop special skills, talents, and interests by participating in the following activities:

BATTLE OF THE BOOKS – Participants read a selected group of books and develop questions based on the stories. The 2-day countywide competition dates are TBA.

FORENSICS – Participants choose Original Oratory, Humorous Interpretation, Dramatic Interpretation or Extemporaneous Speaking, Duo Interpretation, and Storytelling. Tournaments are held throughout the year.

SGA- STUDENT GOVERNMENT ASSOCIATION – Focuses on service to the school and community. The group also has the opportunity to express student concerns to administrators. The officers are 7th and 8th graders and 6–8 graders act as team representatives.

AFTERSCHOOL ACTIVITIES:

Students must be picked up no later than **15 minutes** following the after school activity. In the event that the student is not picked up on two occasions, he/she may not be allowed to attend future after school activities.

Students must adhere to the Student Code of Conduct during all after school activities.

Students who owe fines/fees may be prohibited from attending after school activities.

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LEWIS CHAPEL MIDDLE SCHOOL

FAMILY EDUCATION RIGHTS AND PRIVACY ACT (FERPA)



The Family Educational Rights and Privacy Act (FERPA) is a federal law that governs the maintenance of student records. Under this law, parents or students (if they are at least 18) have the right to inspect records kept by the school about the student and the right to correct inaccuracies in the records. Access to the records by persons other than the parents or the student is limited and generally requires prior consent by the parents of the students. Complaints about failures of school personnel to comply with the Family Educational Rights and Privacy Act may be made, in writing, to FERPA Office, Federal Building No. 10, 600 Independence Avenue, SW, Washington, D.C. 20202.

LEWIS CHAPEL MIDDLE SCHOOL

TITLE IX OF THE EDUCATION AMENDMENTS OF 1972: SECTION 504 OF THE REHABILITATION ACT OF 1973:

PROGRAMS AND SERVICES: Cumberland County Schools complies with Title IX of the Education Amendments of 1972 (sexual discrimination) and Section 504 of the Rehabilitation Act of 1973 (Section 504) by providing services, programs and activities offered to qualified individuals.

TITLE IX:

"No person…shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving federal assistance."

Disabled persons who believe they have been subjected to discrimination on the basis of disability may appeal to:

Sharon President, sharonp@ccs.k12.nc.us

SECTION 504:

"No otherwise qualified individual with a disability… shall, solely by reason of his or her disability, be excluded from the participation in, be denied the benefits of, or be subject to discrimination under any program or activity of the school".

Qualified disabled students are entitled to a free appropriate public education. Disabled persons who believe they have been subjected to discrimination on the basis of disability may appeal to:

Natasha Scott, natashascott@ccs.k12.nc.us

LEARN. LEAD. SUCCEED.

LEWIS CHAPEL MIDDLE SCHOOL

TECHNOLOGY AND WEB ACCESS



Cumberland County Schools offers a wide computer network with Internet access and e-mail services for students, teachers, and staff. The network and other school system technological resources provide opportunities to enhance instruction, target different learning styles and meet the educational goals of the district.

EXPECTATIONS FOR USE OF SCHOOL TECHNOLOGICAL RESOURCES

School system technological resources include, but are not limited to computers, interactive whiteboards and other electronic devices, networks, the Internet, phones, copiers, facsimile machines televisions and video-recorders.

The use of school system technological resources is a privilege, not a right. Individual users of the school system's technological resources are responsible for their behavior and communications when using those resources. Responsible use of school system technological resources is use that is ethical, respectful, academically honest and supportive of student learning. Each user has the responsibility to respect others in the school community and on the Internet. Users are expected to abide by the generally accepted rules of network etiquette. General student and employee behavior standards, including those prescribed in applicable Board policies, the Student Code of Conduct and other regulations and school rules, apply to use of the Internet and other school technological resources.

Before using school system computers or electronic devices or accessing the school network or Internet, each student or employee must provide a signed agreement indicating that he or she (1) understands and will strictly comply with the requirements of this policy and any other related rules or procedures established by the superintendent or designee, and (2) assumes responsibility for his or her own actions. The school system uses monitoring systems to monitor and detect inappropriate use of technological resources. Students also must provide the signature of a parent or guardian. Failure to adhere to the requirements of this policy will result in disciplinary action, which may include immediate revocation of user privileges. Willful misuse of any school system technological resources may result in disciplinary action and/or criminal prosecution under applicable state and federal law.

LEWIS CHAPEL MIDDLE SCHOOL

TECHNOLOGY AND WEB ACCESS



Cumberland County Schools offers a wide computer network with Internet access and e-mail services for students, teachers, and staff. The network and other school system technological resources provide opportunities to enhance instruction, target different learning styles and meet the educational goals of the district.

GUIDELINES FOR ACCEPTABLE USE: ALL USERS:

1. **School system technological resources are provided for school-related authorized purposes only.** Acceptable uses of such technological resources are limited to responsible, efficient and legal activities that support learning and teaching. Use of school system technological resources for commercial gain or profit or for amusement or entertainment is prohibited.

2. **Students and employees must comply with all Board policies, administrative regulations, and school standards and rules in using technological resources.** All applicable laws, including those relating to copyrights and trademarks, confidential information, and public records, apply to technological resource use. Any use that violates state or federal law is strictly prohibited. All rules of the Code of Conduct apply to students' use of the Internet and other technological resources. Plagiarism of Internet resources will be treated in the same manner as any other incidents of plagiarism, as stated in the Code of Student Conduct.

3. **No user of technological resources, including a person sending or receiving electronic communications, may engage in creating, intentionally viewing, accessing, downloading, storing, printing or transmitting images, graphics (including still or moving pictures), sound files, text files, documents, messages or other material that is obscene, defamatory, profane, pornographic, harassing, abusive or considered to be harmful to minors.**

5. **Users may not install or use any Internet-based file sharing program designed to facilitate sharing of copyrighted material.**

6. **Users of technological resources may not send electronic communications fraudulently (i.e., by misrepresenting the identity of the sender).**

7. **Users must respect the privacy of others.** When using social media or other forms of electronic communication, students must not reveal personal identifying information, or information that is private or confidential, such as the home address, telephone number, credit or checking account information or social security number of themselves or fellow students. For further information regarding what constitutes personal identifying information, see policy 4705/7825, ***Confidentiality of Personal Identifying Information.*** In addition, school employees must not disclose on school system websites or web pages or elsewhere on the Internet any personally identifiable, private or confidential information concerning students (including names, addresses or pictures) without the written permission of a parent or guardian or an eligible student, except as otherwise permitted by the Family Educational Rights and Privacy Act (FERPA) or policy 4700, ***Student Records.*** Users also may not post personal communications without the author's prior consent.

LEWIS CHAPEL MIDDLE SCHOOL

TECHNOLOGY AND WEB ACCESS



Cumberland County Schools offers a wide computer network with Internet access and e-mail services for students, teachers, and staff. The network and other school system technological resources provide opportunities to enhance instruction, target different learning styles and meet the educational goals of the district.

GUIDELINES FOR ACCEPTABLE USE: ALL USERS:

8. Users may not intentionally or negligently damage computers, computer systems, electronic devices, software, computer networks and/or data of anyone. Users may not knowingly or negligently transmit computer viruses or self-replicating messages or deliberately try to degrade or disrupt system performance. Users may not attempt to repair or maintain technological resources unless expressly authorized or directed to do so by the technology director or designee.

9. Users may not create or introduce games, network communications programs or any foreign program or software onto any school system computer, electronic device or network without the express permission of the technology director or designee.

10. Users are prohibited from engaging in unauthorized or unlawful activities, such as "hacking" or using the CCS computer network to gain or attempt to gain unauthorized or unlawful access to other computers, computer systems or accounts.

11. Users are prohibited from using another individual's ID or password for any technological resource without permission from the individual. Users may not read, alter, change, block, execute or delete files or communications belonging to another user without appropriate authorization or the owner's express prior permission. In addition, employees shall not share or reveal their passwords or user IDs for any data system. All employees with access to PowerSchool or other sensitive data are responsible for safeguarding their user IDs and passwords.

12. If a user identifies a security problem on a technological resource, he or she must immediately notify the wide area network. Users must not demonstrate the problem to other users. Any user identified as a security risk will be denied access.

13. Views may be expressed on the Internet or other technological resource as representing the view of the school system or part of the school system only with prior approval by the superintendent or designee.

LEWIS CHAPEL MIDDLE SCHOOL

INTERNET SAFETY



SAFE CHOICES
SMART USE
STRONG FUTURES

Before a student may use the Internet for any purpose, the student's parent must be made aware of the possibility that the student could obtain access to inappropriate material. The parent and student must sign a consent form acknowledging that the student user is responsible for appropriate use of the Internet and consenting to monitoring by school system personnel of the student's e-mail communication and use of the Internet. The board is aware that there is information on the Internet that is not related to the educational program. The board also is aware that the Internet may provide information and opportunities to communicate on subjects that are not suitable for school-age children and that many parents would find objectionable. School system personnel shall take reasonable precautions to prevent students from having access to inappropriate materials, such as violence, nudity, obscenity or graphic language that does not serve a legitimate pedagogical purpose. See *policy 3226, Internet Safety.* The superintendent shall ensure that the Internet service provider or technology personnel have installed a technology protection measure that blocks or filters Internet access to audio or visual depictions that are obscene, that are considered pornography or that are harmful to minors. School officials may disable such filters for an adult who uses a school-owned computer for bona fide research or another lawful educational purpose. School system personnel may not restrict Internet access to ideas, perspectives or viewpoints if the restriction is motivated solely by disapproval of the ideas involved.

LEWIS CHAPEL MIDDLE SCHOOL

PRIVACY



YOUR PRIVACY.
OUR RESPONSIBILITY.
OUR PRIORITY.

Students, employees, visitors, and other users have no expectation of privacy in anything they create, store, send, delete, receive, or display when using the school system's network, devices, Internet access, email system, or other technological resources owned or issued by the school system, whether the resources are used at school or elsewhere, and even if the use is for personal purposes. Users should not assume that files or communications created, transmitted, or displayed using school system technological resources or stored on servers or on the storage mediums of individual devices will be private. The school system may, without notice, (1) monitor, track, and/or log network access, communications, and use; monitor and allocate file server space; and (3) access, review, copy, store, delete, or disclose the content of all user files, regardless of medium, the content of electronic mailboxes, and system outputs, such as printouts, for any lawful purpose. Such purposes may include, but are not limited to, to maintaining system integrity, security, or functionality, ensuring compliance with Board policy and applicable laws and regulations, protecting the school system from liability, and complying with public records requests. School system personnel shall monitor online activities of individuals who access the Internet via a school-owned device. Communications relating to or in support of illegal activities will be reported to the appropriate authorities. Information in electronic messages is not anonymous and is subject to disclosure to third parties under state and/or federal law in certain circumstances.

By using the school system's network, Internet access, email system, devices, or other technological resources, individuals consent to have that use monitored by authorized school system personnel as described in this policy.

LEWIS CHAPEL MIDDLE SCHOOL

TECHNOLOGY POLICIES



USE OF PERSONAL TECHNOLOGY ON SCHOOL SYSTEM PROPERTY:

- Each principal may establish rules for his or her school site as to whether and how personal technology devices (including, but not limited to smart phones, tablets, laptops, etc.) may be used on campus. Students' devices are governed also by *policy 4318, Use of Wireless Communication Devices*.
- The school system assumes no responsibility for personal technology devices brought to school.



PERSONAL WEBSITES:

- The superintendent or designee may use any means available to request the removal of personal websites that substantially disrupt the school environment or that utilize school system or individual school names, logos or trademarks without permission.
- Though school personnel generally do not monitor students' Internet activity conducted on non-school system devices during non-school hours, when the student's on-line behavior has a direct and immediate effect on school safety or maintaining order and discipline in the schools, the student may be disciplined in accordance with Board policy (see the student behavior policies in the 4300 series and the Code of Student Conduct).

LEARN. LEAD. SUCCEED.

Thank you!

CARDINAL PRIDE!

BE PREPARE. BE RESPECTFUL. BE INVOLVED. BE DEPENDABLE. BE EFFECTIVE.

TOGETHER, WE *SOAR.*