

Mac Williams
MIDDLE SCHOOL

HOME OF THE
MUSTANGS



2026-2027

**STUDENT/PARENT
HANDBOOK**



We *GROW* Together



We *WIN* Together



We *SUCCEED* Together

Mac Williams Middle School Student/Parent Handbook

Welcome Mustangs

Welcome to Mac Williams Middle School, **Home of the Mustangs**! The policies and procedures contained in this handbook are designed to ensure a safe and successful school year for all students. Please take the time to read over the information carefully so that you will be aware of the opportunities, responsibilities, and expectations while at Mac Williams Middle School.

Mustang Web Page → <https://www.ccs.k12.nc.us/o/mw>

Mac Williams Middle School Mission Statement:

The mission of Mac Williams Middle School is to cultivate a safe, inclusive, and engaging learning environment where every student grows academically, socially, and emotionally. Through rigorous instruction, collaborative partnerships, and a commitment to continuous improvement, we empower every Mustang to reach their fullest potential. Together, we grow, we win, and we succeed.

Mac Williams Middle School Vision Statement

Mac Williams Middle School will be a premier learning community where every Mustang is challenged, supported, and inspired to achieve excellence while becoming confident, lifelong learners prepared for future success.

MWMS Core Values And Shared Beliefs That Guide Our Work

RESPECT

We foster mutual acceptance and appreciation of all individuals.

DIVERSITY

We embrace equity, positive mindsets, and the uniqueness of all.

INTEGRITY

We promote a sense of fairness and honesty.

ACCOUNTABILITY

We take ownership and responsibility for our actions.

INNOVATION

We pursue new thought processes, ideas, and solutions.

PBIS is our school-wide behavior management plan. At Mac Williams Middle School, we believe in giving our students **P**ositive **B**ehavior **I**ntervention **S**upport. The PBIS plan teaches students social skills, decision-making, problem-solving and behavioral practices that improve academic and behavior outcomes. Students earn PBIS tickets when they demonstrate the Mustang Expectations *Be Respectful * Be Responsible * Be Resilient. Students will earn PBIS tickets and have the opportunity to shop quarterly in the PBIS store. Students who get RJC will not be able to participate in our PBIS school-wide events.

Top 5 Expectations of a MUSTANG.

Please see the CCS Student Code of Conduct Handbook for a complete list of offenses. These are just some of the main ones and the breakdown.

1. Teachable: Be Prepared and Responsible

You must come to class with all materials daily to include: materials required for class.

We work with students who may be in need of supplies and materials. Additional steps of support to include

Support 1: call parent

Support 2: referral to student services (counselor and/or social worker)

It is the expectation to come to class prepared each day.

2. Integrity: Be Respectful and Truthful

Integrity violations include, but are not limited to, the following:

Code of Conduct: Honor Code Violation

- Cheating/Plagiarism

Code of Conduct: Disruptive Behavior

- Getting loud with an adult or student
- Arguing with an adult or student

First offense: conference with the student and call home

Second offense: team conference w/student and a parent call home

Third offense: administrative referral

3. Time: Be On-Time

You will be marked tardy to class if you arrive late.

Code of Conduct: Truancy

First offense: warning

Second offense: phone call home and silent lunch

Third offense: phone call home and after school detention

Subsequent offenses: administrative referral

4. Appearance: Adhere to the School Dress Code

You must come to school dressed in compliance with the school dress code each day. Teachers/staff will routinely conduct dress code checks. The dollar bill measurement applies to all shorts/skirts/dresses/pants.

Code of Conduct: Dress Code Violation

First offense: call home for a change of clothes; clothing closet and if these are refused, then it will result in RJC.

Second offense: same as first offense, documented violation (may result in RJC)

Third and subsequent offenses: administrative conference with parent, may result in RJC

*Normal color skin tone make-up only- No costume make-up or costume foundation of any color

It is the expectation to dress appropriately according to the school dress code.

5. Noble: Conduct Yourself In An Orderly Manner

Disruptions include, but are not limited to, the following:

Code of Conduct: Insubordination

- Noncompliance

Code of Conduct: Disruptive Behavior

- Disrupting class
- Excessive talking/being loud
- Putting your hands and feet on someone else
- Public Displays of Affection

Code of Conduct: Inappropriate Language/Disrespect

- Inappropriate language

Code of Conduct: Theft Value less than a Thousand dollars

- Theft

Code of Conduct: Bullying

- Bullying

Code of Conduct: Fighting

Fighting
Bus Fighting or Bus Stop
Sporting Events or Field Trips

Code of Conduct: Aggressive Behavior

- Aggressive behavior toward others

In Red will automatically be an office referral and suspension.

First Offense: Team Conference with student and parent call home- could result in office referral too.

Second Offense: Office Referral with complete documentation

Third Office: Office Referral

***Please understand the CCS definition of Bullying**

It is the expectation to allow yourself and others to get the best possible education we can provide.

MUSTANG WAY!

Our Mustang Matrix

Expectations	Classroom	Hallway	Cafeteria	Before/After School	Restroom	Bus/Car/Walker
TEACHABLE Be Prepared and Responsible	Come to class prepared to teach with the required materials.	Display safe and orderly behavior.	Have lunch and money with you when you arrive.	Be on time to school. Take advantage of tutoring, clubs, and athletic activities.	Always use the bathroom for the intended purpose.	Stay seated on the bus and keep your hands and feet to yourself.
INTEGRITY Be Respectful and Trustworthy	Show respect at all times, with all people, and follow the rules at all times.	Keep to the right and be mindful of noise and the surrounding classrooms.	Show respect to all cafeteria staff. All Phones and earbuds are put up in the am.	Leave the area in better condition than you found it.	Respect the privacy of others.	Be courteous to others and follow all adult directions.
TIME Be on time	Be in your seat with materials ready before the door closes, stay on task, and complete assignments by the due dates.	Walk with a purpose to ensure that you arrive on time.	Move swiftly and be patient while going through the line.	Report directly to your destination.	Use time wisely. Students must have a Digital pass to visit the restroom.	Go directly to your car, bus or walking within the requirements..
APPEARANCE Adhere to School Dress Code	Dress appropriately according to the school dress code (see handbook).	Keep all electronic devices silent and in your locker, unless instructed by an adult.	Keep tables and floors clean.	Keep all of your items with you at all times	Put trash in the trash cans, flush toilets, and wash your hands.	Remain in dress code to and from school.
NOBLE Conduct Yourself in an Orderly Manner	Allow yourself and others to get the best possible education by being attentive and courteous.	Maintain self-control and keep hands and feet to yourself, and have a hall pass when required.	Remain seated at your assigned table, and use an inside voice level.	Stay in supervised areas.	Return to class promptly.	Follow walker, bus and car dismissal rules.

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Arrival and Dismissal Procedures:

- Students are not permitted in the building before 7:00 a.m.
- Students can only be dropped off and picked up at the front of the school. No students should be in the side faculty parking lot area or Cape Fear parking lot.
- No students are allowed to walk to the Public Library or the front of the school. The only approved walking neighborhood for MWMS, is located behind the school.
- Homeroom instructional activities begin promptly at 7:30 am
- The late bell rings and classes begin at 7:30 a.m. and dismiss at 2:40 p.m
- Students should not be in the school building after 2:45 p.m. unless they are participating in an after-school activity under the direct supervision of a faculty member or activity sponsor.
- Students who are planning to attend an athletic event **MUST** leave the school grounds and be transported back to the school with a parent or guardian. Games start after 4:00 pm.
- After 7:30am, parents must sign in students for a Tardy Slip.

Attendance Procedures

- In order to participate in special school events such as athletics, dances, etc., a student must be present for at least 85% of the school day regardless of the daily schedule.
- When a student is absent for one or more days, an explanatory note must be sent to the teacher by the parent, guardian or doctor stating the reason for the absence. Such notes should contain the date of the absence, the specific reason for the absence, and the signature of the parent, guardian, or doctor. If a note is not presented, then the absence will be coded as unlawful. It is important to schedule doctor or dental appointments after school, whenever possible.
- A student is considered absent for the day if he/she checks out before 10:30a.m. Students are responsible for making up missed school work within five school days. A "1" will be put in for the grade until it is turned in.
- A notification letter will be sent home after three, six, and ten unlawful absences.
- **Student Roaming:** If a student is repeatedly tardy due to the student roaming the campus, then this will be handled as **truancy** according to the **CCS Code of Conduct**. School consequences will be followed for this infraction.

Key Details of the Revised Policy 4400 Attendance:

- **Parent/Guardian Notes:** Elementary and middle school students are *limited to ten* parent/guardian notes to excuse an absence per year; High school students are limited to ten parent/guardian notes to excuse an absence per semester.
- **Documentation Requirements:** Absences will be marked unexcused unless a parent/guardian or doctor's note is submitted within five days of the student's return.
- **Excessive Absences:** Students who accumulate more than 20 unexcused absences risk being retained (grades K-5) or failing a course (grades 6-12). *Students with excused absences due to documented chronic health problems are exempt from this policy.*

- **Waiver Process:** If a student has accumulated more than 20 unexcused absences, a parent/guardian may request from the school social worker a waiver for extenuating circumstances or legitimate illnesses.

Athletic Requirements

Our athletic program consists of football, baseball, basketball, soccer, track, wrestling, softball, cheer, and volleyball. In order to participate in the athletic program students must meet the following guidelines and requirements:

- A student must be in attendance at least 85% of the previous semester or miss no more than 13.5 days of school in one semester to be eligible to participate in athletics the following semester.
- A student must reside in the school district or meet local BOE policy.
- A student must pass at least 5 of their 6 assigned courses each semester with a 70% or higher.
- A physical must be completed and uploaded into Final Forms PRIOR to the first practice (this includes all tryouts) via www.finalforms.com.
- Students will receive a ticket to hand to their teacher, showing they have completed all paperwork to report to tryouts.
- A student may not turn 15 on or before August 31st of the current school year.
- Voluntary transfer students may not participate in sports for 365 days from the first approved date of the first year of eligibility.
- Student-athletes may not attend practice or games on days they are marked absent for the day.
- **Any student-athlete who is in RJC may not attend practice, play, or attend any school functions until the end of the next instructional day that they complete their assigned discipline. This means if they have RJC on a Tuesday and a game on the same Tuesday- they are not allowed to participate in the game. They can return to practice on Wednesday. All students MUST complete their assignments in RJC to be eligible to return to practice.**
- **Any student-athlete who is suspended from school (OSS) may not attend practice, play, or attend any school functions on the school campus. This means if they have OSS on a Tuesday and a game on the same Tuesday- they are not allowed to participate in the game.**
- **Students who receive OSS will be removed from any athletic team.**
- All student-athletes are to be picked up within 15 minutes after the practice or contest ends, or they may be in jeopardy of forfeiting their right to be on the team.

Athlete Information

Athletic Code of Conduct: (excerpt taken from the *CCS Middle School Athletic Handbook*. For a full Athletic Code of Conduct please visit the [CCS Athletic Website](#).)

****Disclaimer- MWMS holds student-athletes to a high standard of behavior and academic expectations and reserves the right to place additional or more stringent guidelines for athletic participation, which is a privilege, not a right.**

Participation in any athletic activity is an important part of the educational experience in the Cumberland County Schools. A primary goal of such activities is to teach students character and self-discipline skills that will enable them to develop to their highest potential. As role models for their peers and younger students, students who participate in athletic activities ("participating students") are held accountable for their actions at a higher standard than other students. Because of the public nature of the athletic programs sponsored by the Cumberland County Schools, participating students are expected to conduct themselves in a manner that will reflect the high standards and ideals of their school and community. The participating student-athlete becomes subject to this Code of Conduct upon the student's signature and date on his/her Cumberland County Middle Schools Student-Athlete Eligibility and Permission Form and continues until graduation from high school.

Participating student-athletes are subject to this code at all times during the calendar year, including summer months, whether on or off-campus. For summer month violations, any discipline or punishment imposed would go into effect at the next scheduled athletic activity by the student-athlete. This Code of Conduct is, in addition to, any specific team/activity rules or regulations established by the individual programs.

Athletic Eligibility

To be academically eligible to participate in athletics, students must meet the Cumberland County Schools eligibility requirements. Students must pass **at least five (5) of their six (6) assigned courses each semester** with a **minimum average of 70%** to maintain eligibility.

Athletic Code of Conduct

This is in addition to the school RJC AND OSS. Please see MWMS standards for student-athletes when it corresponds to them getting RJC or OSS, it is stated above in the Athletic Requirements.

In the 2026-2027 CCS Middle School Athletic Handbook- can be on CCS online

- 1. DRUGS AND ALCOHOL:** The possession, use, distribution, and/or sale of illegal or counterfeit drugs/alcohol, including possession of paraphernalia for ingestion of such substances by participating students is not acceptable and prohibited. If school officials receive credible evidence, such as a police report or criminal charges related to a drug or alcohol offense, or have a reasonable suspicion that a violation under this section has occurred, the school officials will investigate. If after investigation of the charges, school officials determine that the participating student committed the violation, he/she shall be subject to disciplinary action. Every effort will be made by the school and individual activity programs to make participating students aware of the detrimental effects of drugs and alcohol. Students and/or parents of students suspended under this section will receive information regarding counseling. Any participating student found in violation of this offense at any time while on any school premises, including activity buses, other school-approved transportation, or off-campus, will be suspended from athletic participation until further review by the school athletic director, principal, and director of Student Activities.
- 2. TOBACCO USE (Principal's decision is final):** Participating students found to have used tobacco while subject to this Code will be suspended from participation as outlined:

First Offense: The student-athlete will be suspended for a minimum of 10% of the next consecutive athletic contests, not including scrimmages. The suspension may require being served over two seasons if the incident occurs near the end of the first season. At the discretion of the head coach, the student-athlete may practice with the team during this suspended time frame and be allowed to travel with the team. Also, at the head coach's discretion, the student-athlete may be on the sideline or bench with the team's inappropriate attire.

Second Offense: The student-athlete will be suspended for a minimum of 20% of the next consecutive sports season games/contests, not including scrimmages. The suspension may require being served over two seasons if the incident occurs near the end of the first season. At the discretion of the head coach, the student-athlete may practice with the team during the suspended time frame and be allowed to travel with the team. Also, at the head coach's discretion, the student-athlete may be on the sideline or bench with the team in appropriate attire.

Third Offense: The principal will suspend the student-athlete from all interscholastic activities for 45 days or the remainder of the season, whichever comes first.

***NOTE:** These rules are meant as minimum consequences. The principal, athletic director, or coach has the discretion to increase the consequences as he/she feels are most beneficial to his/her athletic program or team.

3. CRIMINAL CHARGES: A participating student-athlete charged with a criminal offense, misdemeanor, or felony will be suspended from athletic participation until further review by the principal and director of student activities. A student convicted of a felony offense will be immediately suspended from all athletic participation according to the State Board of Education Policy. The participating student-athlete must inform his or her coach or appropriate staff of any criminal charges against them as soon as practicable, but no later than the student's next participation in any athletic event, to include practices, rehearsals, etc.

3b. DIVERSION PROGRAM

Students charged with a criminal offense and referred to the Diversion Program & do not successfully complete the program shall be suspended in accordance with the Athletic Code of Conduct.

4. REVIEW PROCEDURE:

- i. A participating student may request a review of the disciplinary action involving items 1, 2, & 3 by providing written notice to the Superintendent or his designee within two (2) school days of the date of the Principal's notification to the student and/or parent. The notice shall state the reason for the review.
- ii. The Superintendent, or his designee, will review the record of the disciplinary action and issue a decision within five (5) school days of receipt of the request for review. The Superintendent or his designee will inform the student and parent of the decision of whether to uphold, modify, or overturn the disciplinary action. The decision of the Superintendent shall be final.
- iii. Any disciplinary action, including suspension from participation, will remain in effect during the review process.
- iv. Failure by the participating student to adhere to appeal content requirements and timelines as set forth will result in immediate dismissal of the appeal.

5. SCHOOL SUSPENSIONS:

A. In-School (full day or days) –ineligible to participate in any athletic activity on the day(s) the student is serving a suspension.	B. Out-of-School Suspension (1-10 days) – ineligible to participate in any athletic activity for the remainder of the current athletic season. (Specific to MWMS)
C. Out of School Long-Term (11 days or greater) –ineligible to participate in any athletic activity for the remainder of the semester or suspension period (whichever is greater).	D. Disciplinary assignment to an alternative school or character academy – ineligible to participate in any athletic activity for the remainder of the semester or completion of assignment (whichever is greater).

6. INAPPROPRIATE BEHAVIOR: A participating student-athlete who engages in any conduct or behavior, which is inconsistent with the student's position as a role model or representative of the Cumberland County Schools, is subject to disciplinary action, including suspension as determined by the Principal. Coaches or school officials may also establish additional training regulations and rules of conduct.

7. APPEALS: The decision of the school principal is final for items 5 & 6 as it relates to athletic participation.

ATHLETE GAME DAY DRESS CODE

On game days student-athletes will wear business casual attire.

Any of the following **or as specified by the coach** are permitted:

- ✓ Khakis or dress pants
- ✓ Tie (optional)
- ✓ Polo or collared shirt
- ✓ Game Jersey (per coach)
- ✓ Dress or skirt that adheres to MWMS dress code
- ✓ Blouse
- ✓ Casual or dress shoes or sandals

The following are **not** permitted:

- ✗ Jeans
- ✗ Sneakers

School Office Hours
6:50 am to 3:30 pm daily

Bell Schedules

Regular Schedule

Grade 6	
7:00-7:30	Arrival/Breakfast/Homeroom
7:40-8:25	Elective 1
8:30-9:15	Elective 2
9:20-10:20	Core Block 1
10:22-11:42	Core Block 2 & LUNCH
11:44-12:44	Core Block 3
12:46-1:46	Core Block 4
1:50-2:40	Intervention/Enrichment Block
2:40	Dismissal
Grade 7	
7:00-7:30	Arrival/Breakfast/Homeroom
7:30-8:30	Core Block 1
8:33-9:23	Intervention/Enrichment Block
9:28-10:13	Elective 1
10:18-11:03	Elective 2
11:08-12:30	Core Block 2 & LUNCH
12:33-1:33	Core Block 3
1:40-2:40	Core Block 4
2:40	Dismissal
Grade 8	
7:00-7:30	Arrival/Breakfast/Homeroom
7:30-8:35	Core Block 1
8:38-9:38	Core Block 2
9:41-10:41	Core Block 3
10:44-12:04	Core Block 4 & LUNCH
12:10-1:00	Intervention/Enrichment Block
1:05-1:50	Elective 1
1:55-2:40	Elective 2
2:40	Dismissal

Two-Hour Delay (Breakfast is not served)
Students will report homeroom and then resume their regular schedule
(Breakfast will not be served).

Grade 6	
9:30-9:35	Homeroom
9:40-10:20	Core Block 1
10:22-11:42	Core Block 2 & LUNCH
11:44-12:44	Core Block 3
12:46-1:46	Core Block 4
1:50-2:40	Intervention/Enrichment Block
2:40	Dismissal
Grade 7	
9:30-9:35	Homeroom
9:40-10:13	Elective 1
10:18-11:03	Elective 2
11:08-12:30	Core Block 2 & LUNCH
12:33-1:33	Core Block 3
1:40-2:40	Core Block 4
2:40	Dismissal
Grade 8	
9:30-9:35	Homeroom
9:40-10:41	Core Block 3
10:44-12:04	Core Block 4 & LUNCH
12:10-1:00	Intervention/Enrichment Block
1:05-1:50	Elective 1
1:55-2:40	Elective 2
2:40	Dismissal

Early Release Bell Schedule

	6th Grade	7th Grade	8th Grade
Morning Arrival Duty	6:50 - 7:30 AM	6:50 - 7:30 AM	6:50 - 7:30 AM
Homeroom / Advisory	7:30 - 7:37 AM	7:30 - 7:37 AM	7:30 - 7:37 AM
1st Period	7:40 - 8:13 AM	7:40 - 8:13 AM	7:40 - 8:11 AM
2nd Period	8:16-8:49 AM	8:16-8:49 AM	8:16-8:49 AM
3rd Period	8:52-9:25 AM	8:52-9:25 AM	8:52-9:25 AM
4th Period	9:28-10:01 AM	9:28-10:01 AM	9:28-10:01 AM
5th Period	10:04-11:30 A.M. LUNCH	10:04-11:30 A.M. LUNCH	10:04-11:30 A.M. LUNCH
6th Period	11:33-12:06 PM	11:33-12:06 PM	11:33-12:06 PM
7th Period	12:09-12:40 PM	12:09-12:40 PM	12:09-12:40 PM
Afternoon Dismissal Duty	12:40 - 1:00 PM	12:40 - 1:00 PM	12:40 - 1:00 PM
*Colored cells = grade-level/department planning times			

Backpacks/Lockers/Cell Phones, etc.

Backpacks

- Mac Williams Middle School will allow only standard book bags. Book bags with wheels are not permitted.
- For safety and organization, all book bags and purses must remain in student lockers during the school day.

Water Bottles

Students may bring a water bottle to school; however, it must:

- Be clear/transparent
- Contain water only

Items Not Permitted

To help create a safe and distraction-free learning environment, the following items are not allowed at Mac Williams Middle School:

- Trapper Keepers
- Zippered binders of any kind
- Stanley Cups
- Any water bottle that is not clear or contains beverages other than water
- Wireless headphones or earbuds (students may use wired headphones for classroom instruction when requested by the teacher)
- Student athletes are to place any sports bags or necessary equipment in the carts and they will be delivered to the equipment room until after school.

Cell Phones/Headphones/Electronic Devices

Students may have cell phones/electronic devices for communication with parents after school. Student cell phones/electronic devices should be turned off and stored away during instructional time in their locker. Please do not call or text your student during school hours, their phones will be taken following the cell phone policy. Contact the front office to relay any important messages to your child.

- Cell phones/Smart Watches should be turned off and stored away in the child's locker. **Students are not permitted to text or make phone calls during instructional time.** Cell phones and Smart Watches will be confiscated if seen being used on campus during the instructional day.
- Cell phones and Smart Watches are not allowed in the restrooms.
- Earbuds, Airpods, and other listening devices should not be used or be worn in the ears in the hallways or classrooms. All students should have wired headphones for class use only.
- Students are not permitted to take, post, and/or share pictures, record videos at any time while on school property with any electronic device unless instructed by the teacher for educational purposes. Students will receive consequences for recording anything incident, tik tok, etc. on school grounds, this includes the bus.
- If a student has an emergency, then the student is permitted to use the school phone to make contact with the parent, unless directed by Administration.
- The school is not responsible for any lost, stolen, or broken electronic devices that are brought to the school. Each student is provided a free lock. Please make sure that your child locks their locker.

Cell Phone/Headphones/Electronic Devices Consequences

- **1st Offense Warning**- Cell Phone/Electronic Device will be confiscated by staff until the end of the school day and the child may retrieve the phone at dismissal at the front office: Documented violation.
- **2nd Offense**-2nd Warning-Cell Phone/Electronic Device will be confiscated by staff until the end of the school day and the child may retrieve the phone at dismissal at the front office: Documented and a phone call home.

- **3rd Offense-** Cell Phone/Electronic Device will be confiscated by staff until the end of the school day and the child may retrieve the phone at dismissal at the front office: Documented in the cell phone log, a phone call home with a one day assignment in RJC.
- **4th Offense-** Cell Phone/Electronic Device will be confiscated by staff until the end of the school day and the **PARENT WILL HAVE TO** retrieve the phone at dismissal at the front office: Documented in the cell phone log, a phone call home with a one day assignment in RJC.

Check-In/Check-Out Procedures

Check-In Procedures

- Students who arrive at school after the morning tardy bell must check-in at the front office and receive a tardy pass to class. All tardies are recorded.
- **Parents are required to sign their student in at the front office.**
- If a **tardy occurs more than 10 times** in a nine-week period, a parent meeting will take place with the administration as well as the social worker.
- If a student is late due to a medical appointment, please obtain a note from the physician and present the note when checking the student in at the main office.
- **Student Roaming:** If a student is repeatedly tardy to homeroom due to the student roaming the campus, then this will be handled as **truancy** according to the **CCS Code of Conduct**. School consequences will be followed for this infraction.
- All doctor's or sick notes need to be turned into the front office.

Check-Out Procedures

- **A valid picture ID is required in order to check a student out of school.**
- All authorized individuals allowed to check out the student must be listed on the student profile in Infinite Campus. **If an individual is not listed on the form, the person will not be allowed to check out the student.**
- Phone calls will not be accepted to check students out of school since the school cannot verify the identity of the caller.
- Students cannot be checked out after 2:00 p.m. to ensure effective instruction in our classrooms. If you come to the school to check a student out after 2:00 p.m., then you will need to wait until dismissal at 2:40 p.m.
- Any alterations of the checking-out procedures have to be approved by the administration.

Clubs and Activities

Activity	Advisor
Battle of the Books	Estelle Vorreyer
Forensics	Alvin Carter

Activity	Advisor
Quiz Bowl	Libby Rogers
Student Union	Sylvia Ferguson
Junior National Honor Society*	Concepcion/Rogers
Math Counts	Manire
FBLA	CTE Team
FFA	Garcia
Spelling Bee	Harris/Rogers
MWMS Speech Contest	Teal
Science Olympiad Coach	Brigman
Safety Patrol	McKinnon
Mustang Ambassadors (S2S Program)	Correale
Yearbook	Vorreyer
Student Government	Diggs
Drama Club	Teal
Alongside Point of Contact	Herbin
AYPYN Coordinator/Student Union	Ferguson
PBIS School Culture Lead	Counselors/Teal

Student Union

- Student Union is available to all military-connected students, children of Cumberland County Schools (CCS) employees, and student-athletes participating in an in-season sport.
- Student Union provides a structured, supervised environment where students can complete homework, connect with fellow military-connected families, receive academic support, and develop the character, responsibility, and leadership skills expected of successful student-athletes.
- Military-connected students and children of CCS employees must complete and return a [Student Union Permission Slip](#) before participating.
- All student-athletes participating in an in-season sport are expected to report to the Student Union immediately after school on Monday's only- if directed by coach or administration. Student-athletes will remain in Student Union until their coach is available to begin practice or activities following staff meetings or other school responsibilities. This ensures that students are appropriately supervised and make productive use of their time before practice.

- **Days:** Monday–Thursday
Time: 2:40 p.m. – 4:30 p.m.

National Junior Honor Society

- Students must have a minimum cumulative unweighted GPA of 85% at the end of the first semester of 7th, and 8th grades to qualify for a potential candidacy.
- Candidacy does not guarantee membership. Students must exemplify and demonstrate the qualities of Scholarship, Leadership, Service, Citizenship, and Character in their candidate packet to be evaluated by the chapter Faculty Council.
- Members are required to complete a minimum of 12 hours of community service annually, 4 of which must be done within club-sponsored activities.
- Students who have been assigned to RJC or OSS in the previous or current school year will not be considered for membership in the NJHS. If students receive RJC or OSS they will be removed from NJHS.

Discipline Plan

Positive Student Behavior is the ultimate goal at Mac Williams Middle School. As a **Positive Behavior Incentive School (PBIS)** it is a priority to have an active reward system in place. It will follow the Mustang Expectations as well the CCS Code of Conduct. Positive incentives and at times consequences will be given when determined appropriate by school staff and administration. Consequences can include but not limited to:

Each time a student moves through this process, they will begin again after Step 4 has been completed. Each step must be recorded on the Interventions and Referrals Form.

Step 1: The teacher will give the student a verbal warning and contact parent(s) if needed.

Step 2: The teacher(s) will conference with the student. They will discuss what is happening, how to fix the issue, how to avoid the issue and any next steps. The teacher could refer the student to the guidance department, as needed. Contact with a parent is made.

Step 3: The teacher may use other interventions including moving the student's seat, or a change in the rotation on the team. The teacher may issue a team/teacher after school detention to the student. Parent contact is made.

Step 4: A referral will be made to the grade-level administrator to issue a disciplinary action. At this time an administrative hearing will be held to determine the appropriate consequences. (In-school suspension, out of school suspension, or referral to an alternate placement setting)

**** Severe actions will result in an immediate referral to an administrator.**

Mustang Student Dress Code

The students' dress contributes and promotes a positive, safe and conducive learning environment. Students are expected to adhere to the standards of the dress code that are

acceptable in the learning environment. Administrators and teachers have the discretion to make judgments relating to the appropriateness of dress.

DRESS CODE FOR THE 26-27 School Year

School dress contributes to the school atmosphere. Clean, neat, appropriately dressed students signal that they respect themselves, in a way designed to win others' respect. Please remember that these are 11, 12, 13, and 14-year-old kids. They will have time to grow up and wear what they want, but we will help instill respect for all at MWMS.

Students are advised to dress with good taste and, in doing so, contribute to the school's overall pride. Mac Williams Middle School does not require a school uniform.

"Cumberland County Schools Board Policy 4316 prohibits appearance or clothing that does the following:

Violates a reasonable dress code adopted and publicized by an individual school, violates the dress code provisions of the Student Code of Conduct or any applicable administrative regulation, or violates a uniform dress code approved by the board;

- Is substantially disruptive;
- Is provocative or obscene;
- Endangers the health or safety of the student or others; or
- Promotes products or activities that are illegal for use by minors."

"A student who is not in compliance will be given a reasonable opportunity to make adjustments so that he or she will be in compliance. No student will receive an out-of-school suspension solely on the basis of a dress code violation."

At Mac Williams Middle School, the following dress code will be enforced:

1. No inappropriate signs, emblems, or language on clothing is allowed.
2. Nothing will be worn that will be offensive to any race, religion, or gender, or which displays profanity in any form.
3. Head coverings or headgear worn for a religious purpose are allowed.
4. No undergarments should be visible at any time. Appropriate undergarments must be worn at all times.
5. No dresses, skirts, or shorts (including PE shorts) shorter than a dollar bill held vertically from the top of the knee to the bottom of the clothing. This includes underlining clothing, such as high/low or double-layered dresses/skirts. Dresses, skirts, and shorts must pass the "dollar bill test." This helps ensure consistency throughout the school. The why is listed below. Please remember that these are still young adults.
6. If a student wears any pants, skirts, or dresses with holes, slits, frayed, or shredded areas above the knee of any size, the student must wear leggings or tights underneath so that no skin is visible.

7. No sagging pants allowed. Sagging will be defined as pants low enough to make whatever is under them, regardless of how many layers there are, visible.
8. No clothing that shows the body's midsection/ torso or cleavage is allowed.
9. No bedroom attire, including but not limited to pajama pants, pajama shorts, onesies, bedroom shoes/slippers, etc., may be worn at any time.
10. Hats, toboggans, sweatbands, bandannas, do-rags, or other head coverings are not permitted to be worn or attached/ hanging from an article of clothing or other personal belongings. All head coverings must be kept in the locker for the entire school day.
11. Coats must be placed in lockers upon arrival at school. Hoodies (with the hood down and not worn on the head), sweaters, and lightweight jackets are permitted inside the classrooms.
12. No sunglasses (unless indoor wear is prescribed by a doctor) will be worn, including wearing them around the neck, on the head, face, or on an item of clothing.
13. Shoes or sandals must be worn at all times. Gym Classes must wear Tennis shoes.
14. No wallet chains or chains on clothing at any time.
15. No spikes on shoes, clothing, or accessories.
16. No cleated athletic-type shoes will be worn inside the building at any time.
17. No oversized purses. All purses will be kept in lockers
18. Students' personal drinking containers may only contain water and be clear.
- 19.. Any clothing that is disruptive to the learning environment will not be permitted.
20. Shoes must be worn at all times.

Reasonable accommodations for religious, educational, medical, or disability-related reasons and for cultural celebrations regardless of race, gender, or other inherent traits or characteristics by the administration.

Dress Code Violations and Consequences

If a student is thought to be out of the dress code, they will be asked to report to the office where they may call home to get an appropriate change of clothes. If a parent or guardian cannot provide the student with a change of clothes, the student will have the opportunity to borrow items from the school clothing closet. In the event where no appropriate attire is available, the student will be placed in RJC until clothes can be brought to the student. Repeated offenses will result in a formal school consequence.

First offense: call home for a change of clothes; clothing closet and if these are refused or we don't have, then it will result in RJC. The students will be placed in RJC until clothes can be bought, then they will return to class.

Second offense: same as first offense, documented violation (may result in RJC)

Third and subsequent offenses: administrative conference with parents, will result in RJC.

Field Trips

Teams will plan various field trips during the school year for our students. Information will come home to the parent providing information on the field trip, the cost, and a permission slip that must be completed to attend the trip.

*Please keep in mind the following:

- Students are held accountable to satisfy all requirements of behavior contracts agreed upon prior to a field trip
- All students are required to have a completed permission slip returned to attend any school-sponsored field trip.
- If a parent plans to chaperone on a field trip, you must have a completed and approved Volunteer Security Data Form on file in the main office.
- **All student field trips are to be paid electronically through "Cash Online."**
- All students must ride the bus to and from the school sponsored field trip.
- No parents or chaperones are allowed to ride an activity bus or yellow bus for a field trip.
-

I LOVE YOU App= for Drills Update

IN AN EMERGENCY TAKE ACTION



HOLD! In your room or area. Clear the halls.

STUDENTS

Clear the hallways and remain in room or area until the "All Clear" is announced
Do business as usual

ADULTS

Close and lock door
Account for students and adults
Do business as usual



SECURE! Get inside. Lock outside doors.

STUDENTS

Return to inside of building
Do business as usual

ADULTS

Bring everyone indoors
Lock outside doors
Increase situational awareness
Account for students and adults
Do business as usual



LOCKDOWN! Locks, lights, out of sight.

STUDENTS

Move away from sight
Maintain silence
Do not open the door

ADULTS

Recover students from hallway if possible
Lock the classroom door
Turn out the lights
Move away from sight
Maintain silence
Do not open the door
Prepare to evade or defend



EVACUATE! (A location may be specified)

STUDENTS

Leave stuff behind if required to
If possible, bring your phone
Follow instructions

ADULTS

Lead students to Evacuation location
Account for students and adults
Notify if missing, extra or injured students or adults



SHELTER! Hazard and safety strategy.

STUDENTS

Use appropriate safety strategy for the hazard

ADULTS

Lead safety strategy
Account for students and adults
Notify if missing, extra or injured students or adults

Hazard

Tornado
Hazmat
Earthquake
Tsunami

Safety Strategy

Evacuate to shelter area
Seal the room
Drop, cover and hold
Get to high ground

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This will take place when CCS rolls it out for the whole county.

Grading System

- Parents can monitor the progress of students using the parent module through Infinite Campus and Canvas. All grades are updated weekly. Parents can contact the school's Data Manager for assistance in accessing Infinite Campus Parent Portal.

Grading Categories

The following basic criteria will be used in the grading of students:

Grading Scale:

A	90-100
B	80-89
C	70-79
D	60-69
F	59 or below



Grading Categories:

Assignments: **50%**

Assessments: **40%**

Homework/Participation: **10%**

Academic Expectations, Grading, and Assignments

Grading

Mac Williams Middle School is committed to providing students and parents with timely and accurate information regarding academic progress. Student grades are updated weekly throughout each grading period in **Infinite Campus**, allowing families to monitor academic performance and attendance.

Parents should download the Infinite Campus app to see their child's grades, attendance, test scores live. You can obtain the access through the data manager. Her email address is alexisdiggs@ccs.k12.nc.us

Students and parents are encouraged to check Infinite Campus frequently and communicate with teachers regarding questions or concerns about grades and assignments.

All teachers will place a "1" in the student's assignment to represent that they did not turn in assignment(s), so parents will know that the teacher has graded all assignments that were submitted.

Homework

Homework is designed to reinforce and extend learning that takes place during the instructional day. Homework may include practice assignments, studying, reading, or projects that help students strengthen their understanding of classroom concepts.

When assigning homework and projects, teachers work collaboratively to help balance student workloads and avoid scheduling multiple major assignments or assessments on the same day whenever possible.

Parents are encouraged to:

- Provide a quiet place for homework when possible.
 - Encourage students to complete assignments on time.
 - Communicate with teachers if circumstances at home affect a student's ability to complete assignments.
-

Late Work

Students are expected to submit assignments by the assigned due date.

Assignments submitted after the due date will be accepted according to the following guidelines:

- Late work may be submitted **up to four (4) school days** after the original due date.
- A deduction of **10 points per day** will be applied to late assignments.
- After four (4) school days, the highest grade a student may receive is **60%**.

Students are encouraged to communicate with their teachers as soon as possible if circumstances arise that may impact their ability to complete assignments on time.

Make-Up Work

Students who are absent are responsible for making up all missed assignments.

- Students have **five (5) school days** from the date they return to school to complete assignments missed due to an absence.
 - If a student is absent for **three (3) or more consecutive school days**, a parent or guardian may contact the school to request assignments.
 - Students with unexcused absences may receive a late penalty for make-up work, consistent with school and district guidelines.
 - If a student misses a test or major assessment because of an absence, the teacher will provide an opportunity for the student to complete the assessment.
-

Parent Partnership

Student success is strengthened through a partnership between home and school. Parents and guardians are encouraged to:

- Monitor grades regularly through Infinite Campus.
- Review homework and assignments with their child.

- Encourage consistent attendance and timely completion of assignments.
- Communicate with teachers whenever academic concerns arise.

Working together helps ensure every Mustang has the opportunity to **Grow, Win, and Succeed** academically.

IE Block

Intervention and Enrichment Block: IE Block is a data driven 50 minutes of time, during dedicated school hours for differentiated instruction. The purpose is to offer student support tailored to their specific needs.

Inclement Weather

CCS provides Connect Ed messages to parents concerning delays or closings due to inclement weather. Therefore, it is very important that the school has updated phone numbers and parent information. You can also listen to the local radio, television stations, Parent link, or CCS texts for information on school closings or delays.

Internet/Computer Usage

At MWMS, students who have turned in an Internet Use Agreement will be allowed to access the Internet. When you use computers, you have a responsibility to use them correctly. This means that they should not be used to access or create materials that don't belong at school. This includes, but is not limited to, images and messages that are sexually explicit, grotesquely violent, or seek to demean or harass others. Please be aware that the privilege of computer use depends on your ability to use them correctly. You may lose that privilege if you are unable to act responsibly.

All laptop computers are the property of Mac Williams Middle School and Cumberland County Schools. Laptops are for students' academic use during the school year. Students are held responsible for damages to laptops assigned to them by the school. These laptops are to be handled carefully. Damages include, keyboard damage, markings, stickers, and damaged screens. Device Location: Classroom only, student assigned. Our Commitment: There are no annual device fees or optional protection plan. All students are afforded access to a device.

Damage and Loss Accountability Schedule

- 1st incident: \$50
- 2nd incident: \$50
- 3rd incident: \$100
- 4th and subsequent incidents: \$150
- Device loss or irreparable damage: Full replacement cost, \$439 (This price is subject to change each year based on market fluctuation)
- Charger replacement: \$25

Lost and Found

Students who find lost articles or items are asked to take the items to the main office. School personnel are not responsible for student's jewelry, clothing, or other items. After every nine weeks, all items in the lost and found are given to a local charity.

Lunch Prices

MWMS is a Community Eligibility Provision (CEP) and therefore students will receive breakfast and lunch at NO CHARGE. Parents are encouraged to add money to their student's account using myschoolbucks.com for purchases of a la carte items.

Media Center

- The media center is open from 7:05 a.m. to 2:40 p.m. each day for students. Students need to gain permission from their teacher before going to the media center.
- Students are responsible for all books they check out. All lost or damaged materials will be charged to the person who checked out the items. Students will pay the replacement cost for all lost or irreparable books. Minor damage will result in a fee equivalent to 10% of the cost of the book. Moderate damage will be assessed at a fee ranging from 25% to 50% of the book cost. Damage fees will be assessed at the discretion of the media coordinator. A damage fee will not exceed half of the price of the book.
- If a library item has been paid for by the student and then found and returned, a refund will be issued (provided the item is still in good condition) minus a \$1.00 processing fee.
- Library books are to be returned or renewed by the due date.
- Students who owe a fee to the media center will not be able to check out library materials until the fee is paid.
- Students may place holds on books as long as the patron's account is clear of fines/fees/overdue items.
- **Destiny**, the online library catalog, can be accessed at cumberlandnc.follettdestiny.com/portal/

Medication

ADMINISTRATION OF MEDICINE

North Carolina law prohibits school officials from administering any medication to students unless the parent provides a proper permission form, completed by a doctor. The school cannot administer any over-the-counter drugs (such as cough drops or Tylenol). If your child will need to take medication during the school day, please use the following procedures:

1. Complete the "Oral Medication" permission form with all necessary signatures and stamp (physician and parents/guardians). You may obtain this form from the office. No medication will be administered without this form.
2. A parent or guardian must deliver the medicine to the office. **CHILDREN ARE NOT ALLOWED TO TRANSPORT MEDICATION—PARENTS/GUARDIANS MUST BRING MEDICATIONS TO THE SCHOOL WITH THE CORRECT PAPERWORK.**
3. Have the medication in the prescribed container with printed instructions. **The prescribed container must match the signed CCS medicine paperwork.**
4. **The medication must be administered at a specific time. Can not say after lunch or before PE. If it does, then we are not allowed to take the medicine.**
5. **We are only allowed to take a maximum of 30 pills, not a 30-day supply, if over 30 pills are taken.**

In the case of an illness or accident, parents will be notified immediately. The teacher, clerks, or school nurse will treat minor injuries. Should the illness or injury be serious, the directions on the student's emergency form, on file in the office, will be followed. It is vitally important that the school has your correct telephone number. **Any change of phone numbers, at home or work, should be reported to the school immediately.** Additionally, we require the correct emergency telephone number of a relative or friend to contact in case you are unable to be reached.

Parent Classroom Visitation

- Complete the CCS Volunteer/Background form and be cleared.
- To schedule a classroom visit, obtain a Classroom Visitation Request Form from the main office and submit it at least 24 hours before your requested visit.
- If your request cannot be approved, a school administrator will contact you. If you do not receive notification, please contact the grade level administrator or the principal. Office staff will obtain the necessary signatures and assist you with the visitation process.

Parent Communication

- We believe strong communication between home and school is essential for student success.
- Weekly ParentLink messages and **REMIND** will be used to share school news, event reminders, important updates, and announcements throughout the year.
- If you are not receiving ParentLink Messages, then your number in Infinite Campus is not correct or at some point you have opted out to receive messages from CCS. Please contact Alexis Diggs at alexisdiggs@ccs.k12.nc.us
- Parents are encouraged to regularly visit the "MWMS website OR MWMS Facebook page" for information about school programs, events, and important updates:
<https://mwms.ccs.k12.nc.us/>
- Stay connected with us on social media:
Facebook: Mac Williams Middle School
- All families are encouraged to support and participate in the "MWMS PTA". Meeting dates and times will be shared on the school calendar.
- Canvas is used school-wide to help students and families stay informed. Teachers maintain course pages with information about assignments, projects, classwork, and other classroom updates. Infinite Campus is the grading system to follow.
- Teachers will communicate with families regarding academic progress, behavioral concerns, and student achievements. If you have questions or concerns, please contact your child's teacher or the school administration through the main office.
- The Cumberland County Schools calendar is available online and includes important dates for the school year.

Parent-Teacher Conferences

Parents may request a teacher conference *any time* during the school year. The following dates have been set for scheduled parent-teacher conferences:

November 19th, 2026, 3-6 pm
March 25, 2027, 3-6 pm

Parent Portal

Keep track of your child's attendance and grades by accessing the parent portal at <https://portalaccess.ncsis.gov> . You will receive sign-in information from your child's homeroom teacher or may ask for a copy of this information at the front desk.

Personal Property

Students are responsible for their personal belongings. Valuables, including cell phones, jewelry, electronic devices, cameras, and large sums of money, should be left at home. The school is not responsible for lost, stolen, or damaged personal items or electronic devices brought to school.

Students may only use CCS-provided devices or other approved electronic devices for instructional purposes under the direct supervision of a teacher. Personal electronic devices should not be visible or used during the school day. Unauthorized items will be confiscated, tagged, and held in the main office until picked up by a parent or guardian.

Flowers, Balloons, Outside Food, and Gifts

To maintain a safe, equitable, and academically focused learning environment, Mac Williams Middle School follows the guidelines below regarding celebrations and food at school.

Birthday Celebrations

- Mac Williams Middle School does not host personal birthday parties or celebrations during the school day.
- Parents/guardians may provide **store-bought, commercially packaged cupcakes or individually wrapped treats** for their child's lunch period. Must be bought before their lunch time. Please provide enough for the entire lunch class.
- Birthday treats will be distributed and consumed in the cafeteria during lunch only.
- Homemade or home bakery food items are **not permitted** for distribution to students.

Food Guidelines

- Only commercially prepared and prepackaged food items purchased from a licensed business may be shared with students.
- Homemade food or Home Bakery items may only be brought for a student's personal lunch and may not be shared with others. Must be inspected by NC Health Inspection.
- These guidelines help protect students with food allergies and ensure the health and safety of everyone on campus.

Outside Food Deliveries

To ensure student safety, minimize instructional disruptions, and maintain fairness for all students, **outside commercial food may not be ordered, delivered, or dropped off for students during the school day**. This includes food from restaurants, fast-food establishments, delivery services (such as DoorDash,

Uber Eats, Grubhub, etc.), and food brought by family members or friends after the school day has begun. You may bring them their lunch box!

Students should bring their lunch from home or participate in the school's breakfast and lunch program.

School and Classroom Celebrations

School-sponsored or classroom celebrations may be held throughout the year to recognize academic achievement, positive behavior, or other school-approved accomplishments. These celebrations are planned and supervised by school staff.

Holiday Deliveries

To avoid classroom disruptions and transportation concerns, flowers, balloons, stuffed animals, gift baskets, and similar items will not be accepted or delivered to students for Valentine's Day, birthdays, or other special occasions.

We appreciate your cooperation in helping us maintain a safe, healthy, and focused learning environment for all Mustangs.

Progress Report/Report Card Schedule

2026-2027 <u>PROGRESS REPORT AND REPORT CARD SCHEDULE</u> <u>Traditional Calendar Schools</u> K-8	
First Day for Students	<i>Monday, August 24, 2026</i>
Progress Reports Go Home/Grades available in Campus Parent/Student Portal	Thursday, September 24, 2026
<i>End of 1st Grading Period</i>	<i>Friday, October 23, 2026</i>
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
<i>End of 2nd Grading Period (End of Semester 1)</i>	<i>Friday, January 15, 2027</i>
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
<i>End of 3rd Grading Period</i>	<i>Wednesday, March 24, 2027</i>
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
<i>End of 4th Grading Period/Last Day for Students/ Elementary Report Cards Go Home/Grades available in Campus Parent/Student Portal</i>	<i>Friday, May 28, 2027</i>
<i>Final Middle School Report Cards Mailed Home/Grades available in Campus Parent/Student Portal</i>	Friday, June 04, 2027

In accordance with CCS procedures, final report cards for the year will be mailed home in June.

PTA

PTA dues can be paid for at Open House or online using the MWMS PTA Online link.

PTA dues are the following:

This helps buy supplies for our students such as incentives, equipment, academic resources, STEAM activities, snacks, students in need, and much more.

2026-2027 PTA OFFICERS

President:.....Natalie Cain
Vice-President:.....Amber Goins
Treasurer:.....Kimberly Hall
Secretary:.....Ami DeCarlo
Member at Large:.....Donna Bullard
Parent Representatives:.....Lori Bailey, Ashley Harden, Lindsey Wellons,
Lucy Wilkerson, Tiffany Edge

2026-2027 MWMS PTA DATES

TBA.....	First General PTA Meeting
October (TBA), at 6:00 pm.....	General Meeting & Fall Festival
March (TBA), at 5:30 pm	General Meeting & STEAM Night
May 7, 2026, at 6:00 pm.....	End of Year General Meeting

Exact dates and times are subject to change and will be updated on the school calendar with a 3 day notice. All meetings will be held at MWMS. .

Sick Students

If a student becomes sick at school, parents will be notified to pick up the child. Please make sure you have updated phone numbers as to where you can be located for emergency situations.

- If your child goes home with a fever, they must stay home for 24 hours.
- Please provide a doctor's note or a parent note.

Student Dues

Students will pay team dues. Dues will cover the cost of team t-shirts, team celebrations, and other team incentives, activities etc.

Dues are as follows:

6th Grade: \$20

7th Grade: \$20

8th Grade: \$20

Student and Parent Support

The Mustang Team is here to support our parents and students. We are fortunate to have three school counselors and one social worker that work directly with our students and parents on specific needs or concerns. Students are able to visit the school's counselors or the social worker for additional support.

Textbooks and Books

Textbooks may be provided to students through state funding at no cost to the student. Books are the responsibility of the student to whom the book is assigned. Lost or damaged books must be paid for by the last school day. If a student withdraws from the school, the student is responsible for returning the books to the teacher who issued the books.

Transportation

School Buses:

School bus transportation is a privilege.

The buses assigned to MWMS are only available to students residing in our attendance area. Families may download the HereComesTheBus App to monitor their students' bus ride.

To ensure the safety of all students, students must adhere to the following rules while riding the bus:

- Students should be at their school bus stop on time during their assigned bus route time.
- No horse playing, or fighting on the bus and/or the bus stop at any time.
- Students are to sit in their assigned seat facing forward at all times.
- Food and/or drinks are not allowed on the school bus at any time.
- Students shall not throw paper and/or any objects on the school bus.
- Do not throw any objects out of the school bus window at any time.
- Students are to keep all personal items in their backpack at all times.
- Students may quietly converse with their seat partner only.
- Students are to keep the school bus aisles clear at all times.

- Hanging out of the school bus window is prohibited at all times.
- Students shall not open the emergency exit door unless directed by an adult due to a school bus emergency.
- Students are liable for all damages to the CCS School Bus property.

Students may not ride a bus not assigned to them unless prior approval is received from the administrator.

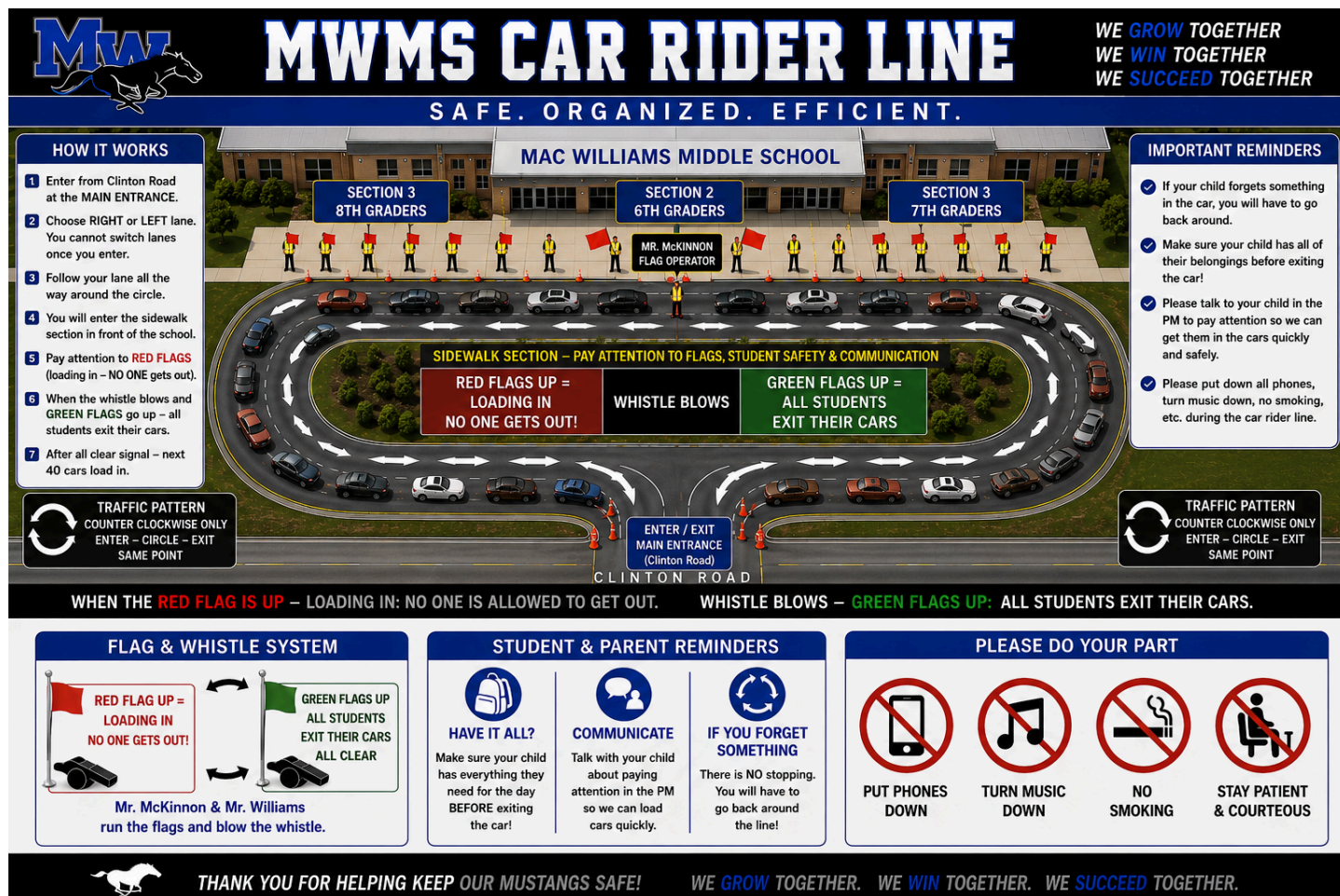
Bus suspensions may vary from 3 days, 5 days, 7 days, 10 days, or the remainder of the year, depending on the type of violation and the number of prior violations. Questions regarding bus transportation, safety questions, or bus suspensions should be directed to administration.

Consequences:

- **First Offense:** Written warning
- **Second Offense:** Formal bus write-up, contact parent and three days bus suspension.
- **Third Offense:** Formal bus write-up, contact parent and five days bus suspension.
- **Fourth Offense** May result in a suspension of bus privileges for the remainder of the year.

The severity of the offense will determine the level of consequence rendered. MWMS reserves the right to bring students back to campus for inappropriate behavior. MWMS reserves the right to remove any student off the bus for not following the rules due to the safety of other students, the driver and others on the road.

Car Rider Line Procedures



****Transportation Changes****

Parents are to submit a request in writing to change their students' transportation. Please provide the name and a phone number in writing for the school to confirm the change of transportation. The change of transportation MUST be verified before it can be approved. If there is an emergency, parents are to contact an administrator to approve their students' transportation request. All transportation requests need to be in before 12:00 pm on the day of the request.

We want to ensure the safety of our students at all times.

Please note:

- Double parking in the driveway is prohibited to allow emergency vehicles access to the building at all times.
- Parent parking is provided in the designated parking lot areas. Parents are not allowed to park on the lawn at any time.
- MWMS Staff will dismiss students at the end of the day.
- Students should be picked up by their parent/guardian in the car rider pickup line only or ride the CCS School Bus Transportation. Students are not approved to walk to the public library. The school is not responsible for any activity that occurs off the school property, including the public library.

WALKERS

- The only students who are allowed to walk are the neighborhood zoned for behind the school. No students are allowed to walk on Clinton Road or to the Public Library.

CCS Here Comes the Bus

Scan below if you have an Apple device



Scan below if you have an Android device



District Code: 75554

Telephone Use

Telephone and Communication Guidelines

To maximize instructional time and minimize classroom disruptions, telephone calls and messages during the school day should be limited to emergency situations only.

Students may use a school telephone only with permission from a teacher or administrator and only when necessary. Students will not be called out of class to receive telephone calls except in cases of an emergency per Administration approval. Social plans, after-school arrangements, and other non-emergency matters should be made before arriving at school.

Parents and guardians are encouraged to communicate transportation arrangements and after-school plans with their child before the start of the school day. Requests to change a student's transportation or deliver non-emergency messages during the school day should be avoided unless an unforeseen emergency arises.

Personal cell phones and other personal communication devices may not be used during the school day unless specifically authorized by school administration.

Theft Prevention

Please help us eliminate theft opportunities in the school. The school is not responsible for items that are lost or stolen. Please find listed below some suggestions to assist us with **theft prevention**:

- Band or orchestra instruments should never be left unattended.
- If jewelry is taken off to wash hands, etc., be sure to place the jewelry in your pocket so that the item is not left behind.
- Never bring large sums of money to school.
- Never place a purse on the bleachers during assembly programs or athletic events.
- Leave personal items at home.
- We are not responsible for lost or stolen items such as:
 - Cell phones
 - Headphones/Airpods
 - Tablets
 - Gaming electronics

Volunteer Information

- All volunteers, chaperones, or attending events during the day that interact with students have to complete a Volunteer Security Data Form. This form should be completed online at the following address: <https://www.ccsvolunteers.com/>.
- Once the parent has been approved, then a parent can volunteer in the classroom and on field trips. Parents are not permitted to just sit in classrooms and watch. They must be working as a volunteer.
- Parents need to coordinate volunteer opportunities with the classroom teacher at least 24 hours in advance so the teacher has items prepared for the volunteer.

- Volunteers are not permitted in classrooms during testing unless the volunteer is serving as an official trained proctor.
- Volunteers need to be approved by the administration.
- Volunteers need to follow the student dress code from the student handbook.
- Students are not allowed to bring visitors to the school during the school day.
- Parents and other persons visiting the school should report directly to the main office and sign in.

Withdrawal from School

Please notify the homeroom teacher and the main office at least two days prior to withdrawing your child from school. The withdrawal procedure is as follows:

- Notify the school in person
- A withdrawal form will be given to the student for the teacher to sign.
- The withdrawal form will be given to the student or parent at the end of the student's last day of attendance. If a student owes any fees then the fees will need to be paid before out-processing can occur.

Mac Williams Middle School

PARENT & FAMILY ENGAGEMENT POLICY

Mac Williams 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: **Open House, Parent Teacher Conferences, Awards Day, STEAM Night, EOG Parent Night, Title I Night/PTA, Band & Orchestra Concerts, and other school events** 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 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 a variety of supplemental materials and equipment.

Title I schools:

- Hold an annual Title I public meeting: This meeting will be held on **August 19th & August 20th and Nov. 5, 2026** 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 **4th Monday of each 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.

DECLARACIÓN DEL 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.

Please sign and return to your child's Homeroom teacher.

Mac Williams Middle School

2026–2027 Student/Parent Handbook Acknowledgment Form

Student Name: _____

Grade: _____

Homeroom Teacher: _____

Dear Parents/Guardians and Students,

The Mac Williams Middle School Student/Parent Handbook has been developed to provide important information regarding our school's expectations, policies, procedures, academic standards, student conduct, safety practices, and available resources. The handbook is intended to support a safe, respectful, and productive learning environment where every student has the opportunity to succeed.

Please read the handbook together as a family. After reviewing the information, both the student and parent/guardian should sign and date this acknowledgment form.

By signing below, we acknowledge that:

- We have received access to the **Mac Williams Middle School 2026–2027 Student/Parent Handbook**.
- We have read and discussed the contents of the handbook.
- We understand the expectations, policies, procedures, and guidelines outlined within the handbook.
- We understand that it is our responsibility to follow all school and Cumberland County Schools policies and procedures.
- We understand that the handbook may be updated during the school year as necessary and that any revisions will be communicated by the school.

The signatures below indicate that we have reviewed the handbook and understand our responsibilities as members of the Mac Williams Middle School community. Our signatures do not waive any rights but simply acknowledge receipt and understanding of the information provided.

Student Acknowledgment

I have read or had explained to me the expectations and policies contained in the Mac Williams Middle School 2026–2027 Student/Parent Handbook. I understand that I am expected to follow these expectations and conduct myself in a manner that reflects the values of Mac Williams Middle School.

Student Signature: _____

Date: _____

Mac Williams Middle School

2026–2027 Student/Parent Handbook Acknowledgment Form

Parent/Guardian Acknowledgment

I have received and reviewed the Mac Williams Middle School 2026–2027 Student/Parent Handbook with my child. I understand the school's expectations and agree to support my child in meeting these expectations throughout the school year.

Parent/Guardian Name (Print): _____

Parent/Guardian Signature: _____

Date: _____

Best Phone Number: _____

Email Address: _____

School Use Only

Date Received: _____

Received By: _____

**Mac Williams Middle School
2026-2027**

Sixth Grade

RANCHERS			SPURS			COWBOYS		
Marrero	ELA	A7	Holland-Grantham	ELA	A17	Fresquez	ELA	A11
Woolard	Math	A8	Woodson	Math	A16	Jabbour	Math	A14
Cottrell	Science	A6	V. Edwards	Science	A18	Harmon	Science	A12
Cotton	Social Studies	A9	Bell	Social Studies	A15	Foster	Social Studies	A13
Counselor: Correale				Administrator: Parker				

Seventh Grade

STALLIONS			THOROUGHBREDS			CHARGERS		
Howell	ELA	B25	D. Jackson	ELA	B17	Hall	ELA	B13
Dittmar	Math	B22	Salvador	Math	B16	Dalagan	Math	B14
Tiangsing	Science	B24	Valentine	Science	B18	Fallon-Hale	Science	B12
K. Bowen	Social Studies	B23	Wall	Social Studies	B15	Cherry	Social Studies	B11
Counselor: Barabino				Administrator: Newman				

Eighth Grade

TRAILBLAZERS			BRANCOS			MAVERICKS		
Teal	ELA	C7	Stough	ELA	C17	K. White	ELA	C13
Manire	Math	C8	Ayoo	Math	C16	Peck	Math	C14
E. Williams	Science	C6	Brigman	Science	C18	Santiago	Science	C12
S. Bowen	Social Studies	C9	Cason	Social Studies	C15	Walsh	Social Studies	C11
Counselor: Herbin				Administrator: Black				

Electives

Matarese	PE / Health	Gym/ Health Room	Figueroa	Spanish	608
Kristeller	PE / Health	Gym/ Health Room	Lucas	Art	624
Delellis	PE / Health	Gym/ Health Room	Ross	Art	B6
T Moore	PE / Health	Gym/ Health Room	Strupe	Chorus	630
Miller	CTE	B5	Tinker	Band	621
Concepcion	CTE	611	MacNaught	Band	619
Evans	CTE	613	Jackson	Orchestra	A2
Fennell	CTE	622	Garcia	Agriculture	610
	CTE	C5	Vorreyer	Journalism	Media

Exceptional Children & Enrichment Team

T Harris	Co-op/Resource	C23	Stuart	Co-op/Resource	C24
Maynor	Co-op/Resource	Hut 2 	Carter	Co-op/Resource	B8
Careres	Co-op/Resource	A22			
Jacobs/Edwards	SED	A5	Carter-Hudson / A. White	IdMild	A25
Francique	ESL	C22	Lock/Calvo	IdMild	A23
Rogers	AIG	A25	Streater/ Griffin & Carr	Extended Content	A24
McKoy	RJC	A5	Fancher/ Leak/ Robinson	Extended Content	601
Brown	Math Instructional Coach	B7	Seubert	ELA/SS Instructional Coach	B9
Haire	Science Instructional Coach / Admin Intern			BT Coordinator	