



Student Handbook

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Mr. Walter Clyburn, Principal

Mr. Harrison Conyers, Assistant Principal

Mrs. Shameeka Wansley, Dean of Students

This Student Handbook Belongs To:

Name: _____

Homeroom Teacher: _____

A Letter from Principal Clyburn

Dear Turning Point Academy Middle School Students:

On behalf of Turning Point Academy Middle School's faculty and staff, I welcome you to the 2023-2024 school year! As we begin "*Forging a New Path to Excellence*," you are expected to take every opportunity to experience exponential academic, behavioral, and social-emotional growth. Despite the circumstances that led to your assignment at TPA Middle, your trajectory has turned to positive behavior and heightened levels of achievement. You are at the point of Turning to new, positive levels of achievement. The expectation is that you explore and apply yourself to the educational resources at Turning Point Academy Middle School. Turning Point Academy scholars are taught to be self-directed learners, collaborative thought partners, strategic decision-makers, and creative/critical thinkers. Our school community is determined to display educational excellence as we move forward with exponential academic growth and extraordinary student achievement.

TPA Middle School presents a unique opportunity for our students to take personal accountability, reflect upon their performance as students, and turn from counterproductive behaviors to productive behaviors, thereby experiencing the benefit of encountering a "Turning point" for positive change. I hope the summer months have given you time to reflect upon the previous school year. I am also assured that the things you have learned from your reflection will ignite a sense of urgency to secure a better future. Education is a timeless variable in the equation that yields success. Students benefit from access to educational tools and knowledge that are critical for academic and social development. Progression towards and mastery of academic standards, objectives, and skills/subject matter propels students through colleges/universities, various career opportunities, and financial gains.

Essentially, education/school prepares you for what lies ahead: adulthood. Although you will face challenges, it is important to persevere, push ahead, complete the tasks you are given, and achieve your goals.

This Student Handbook outlines key elements of your student responsibilities during the 2023-2024 school year. The Student Handbook elaborates upon various expectations that require understanding and obedience. Read this handbook in its entirety and carefully consider what it is saying. Finally, sign the Student Handbook to indicate that you agree with the expectations and procedures contained herein. Your signature on this handbook will signify your accountability for adhering to the stipulations contained herein.

Many of our scholars experienced noteworthy success in the previous school year. Regardless, I expect you to enter the 2023-2024 school year with renewed focus and determination for exponential academic/behavioral growth and achievement. Together, we are Turning Point Academy Middle School ALL STARS, "*Forging a New Path to Excellence*" within our community and the world-at-large.

Sincerely,

Mr. Walter Clyburn, Principal

Mission

We strive to provide a safe, inclusive community that equips and empowers scholars to effectively navigate their academic, behavioral, and social/emotional choices to ensure college and career readiness and dispel alternative education perceptions.

Vision

Our vision is to provide authentic educational experiences that build positive and supportive relationships while igniting learners to reach their full potential as college and career-ready scholars.

Forging a New Path to Excellence

All STARS Pledge

Here at Turning Point Academy Middle School, students are expected to know and follow the Navigator "All S.T.A.R.S. Pledge."

S

I Stay Safe.

T

I Think Before I Act.

A

I Act with Intelligence.

R

I Respect Myself and Others.

S

I Stand for Excellence.

TPA Navigator “ALL STARS” Creed

I have entered Turning Point Academy with a focus on change. It is not over, I have just begun. The events of my past may have caused me some strain, but my best is yet to come.

This is a Turning Point in my life, at school, and at home. Therefore, I am committed to positive change. I will not stop until I get it right. There is nothing to lose and everything to gain.

This is my time to change and here, I will get the support that I need. Here, I will establish my best self. Here, I will stand for excellence. An ALL-STAR is what I am! From this point forward, excellence and success are the keys to all my plans.

Attendance Information

School Law of the State of North Carolina requires all children between 6 and 16 to attend school. The law also states that once a child is enrolled, the child must attend school.

A student who misses all or part of a school day must bring a note signed by the parent stating the reason for absence or tardiness. The reason should be specific (i.e., sore throat, headache, etc.) and not just classified as “ill.” Legal absences include illness, death in the family, and religious observance.

The following are steps to follow when absent from school:

- Parent or guardian write an excuse giving the student's name, date, days of absence, and reason for absence.

- Students must present a note excusing absence to the Front Office Staff or teacher upon returning to school.
- For sixth through eighth-grade students, teachers are responsible for providing make-up work for missed assignments. Students' grades will reflect absences until make-up assignments are complete. After repeated warnings, any student who fails to bring in a note excusing their absence will be considered truant and will face administrative action.
- Truancy is defined as illegally absent without parental consent.
- It is understood that if a student is absent from school, that student may not be allowed to participate in after-school activities.

Students will not be excused from attendance at school except in cases of emergency. Upon returning to school, students must complete assignments missed due to absence as soon as possible. Excessive absences often result in substandard academic performance. When an absence is necessary, parents or guardians should notify the school (at 980-343-5281) about the student's absence.

Student Tardiness Guidelines for Being Late to School

A student who is late to school must report **directly** to the Front Office before entering class. Tardy (late) students are not permitted to go directly to their homerooms, or any other part of the building before reporting to the front office. Late arrivals to school disrupt the instructional flow within classrooms and impact learning for students engaged in lessons. Parents are encouraged to ensure that students arrive at school on time.

PARENTS, you must do the following when bringing your child to school after 9:45 a.m.:

1. Bring your child into the building. 2. Sign the sign-in card/kiosk. Students must adhere to search procedures. Parents enter through the Evolv scanners at the main entrance.

Sign-Out Procedures

Students may only be dismissed early to the custody of a parent or legal guardian. Students must obtain a note from their parent or guardian requesting early dismissal, which should be given to the student's teacher. Subsequently, the student's teacher will send the note to the front office. Students must remain in the classroom until the Front Office calls them for early dismissal. **PLEASE BE ADVISED OF THE FOLLOWING: early dismissal must take place before 3:30 p.m. A parent or guardian must present picture identification before signing students out in the Front Office.**

Leaving School Grounds

Students may not leave the school building or grounds at any time during school hours without administrative permission. If students leave without permission, their departure is considered truancy; parents will be informed and appropriate administrative action will be taken.

General Information

Before/After School Procedures

Students are not allowed to enter the school building before 8:45 AM. Students desiring to eat breakfast must report directly to the cafeteria upon entering the building. Only students who are having breakfast may enter the cafeteria. **Students remaining after school should not enter the bus parking lot area. If you are on the bus parking lot at dismissal, you must get on your assigned bus and leave campus.**

Use of Restrooms

Students will be escorted to restrooms.

Student Support Services

The School Counselor and Social Worker are integral parts of a child's education. Our professionals work diligently to create a caring and supportive environment, so that all students can achieve. Counselors and social workers offer many services to assist students and families in adjusting to the unique and diverse challenges of childhood and early adolescence. Those services include:

- Individual or group counseling
- Interpersonal skills development
- Student socialization

Students and families should feel free to contact the counselor and/or social worker at Turning Point Academy at any time for information and/or assistance with academics, personal issues, or school matters.

Textbooks & Technology Devices

Textbooks and technology devices that are school property are loaned to students. Check the condition of the book or device when you receive it. You will be responsible for the care of each textbook and technology device issued to you. You must return the book or device that is assigned to you. If your textbook or technology device is lost or damaged, you must report it to your teacher immediately. **You will be required to pay for any lost or damaged textbook or device.**

It is the students' responsibility to ensure the following will take place when he/she receives his/her Chromebook or iPad issued by Turning Point Academy:

- Students are responsible for the general care of the Chromebook they have been issued by the school.
- Students must always transport Chromebooks from class to class
- Chromebooks that are broken or fail to work properly must be reported to the teacher with the assigned cart and brought to the attention of the TPA Technology Facilitator.
- Students should never leave their Chromebooks unattended.
- Access to Turning Point Academy's owned technology is a privilege, not a right. At any point, a student's access to devices, the internet, and other technological services can be revoked.

In the event the Chromebook is lost, stolen, or damaged due to neglect or abuse, the student will assume financial responsibility of \$250 for the replacement of the Chromebook,

Notices Home

It is extremely important to keep the lines of communication from school to home open. The faculty and staff at Turning Point Academy ensure consistent communication with parents via newsletters, emails, phone calls, and the weekly “**ALL STAR Notes Home**”. The school will share weekly updates regarding important information.

For the best interest of their child, parents are encouraged to contact the school immediately to update phone numbers and email addresses that have changed.

Parent Conferences

Parents are encouraged to schedule parent conferences to discuss a student’s academic performance, social behavior, and special needs. Parent/teacher conferences must be scheduled so that the instructional part of the day is not interrupted. Parent/teacher conferences should be arranged by appointment during designated times each day (which may include before/after school or during a teacher’s planning period).

Student Uniform Policy

Turning Point Academy is a uniform school. Guidelines are set forth below: **TPA Student Uniform Policy**

Turning Point Academy is a uniform school. Guidelines are set forth below:

ALLOWED	NOT ALLOWED
<p><u>Shirts (must be tucked in at all times):</u></p> <ul style="list-style-type: none"> • Color: Navy blue, burgundy, or white • Style: <u>Polo-style shirt with collar</u> (long or short sleeved), Turtleneck, Peter Pan collar blouse • TPA Spirit T-shirts <p>Undershirts (plain white, plain burgundy, or plain navy only) may be worn under a polo style shirt or button down shirt.</p>	<p>No shirts without collars, un-tucked shirts, non-uniform colored undershirts, shirts with logos, t-shirts, sleeveless shirts, <u>no field trip t-shirts beyond the day of the field trip</u></p>
<p><u>Pants:</u></p> <p>Color: Khaki, black, navy</p>	<p>No denim, sweat pants, pants with side pockets, warm-up pants, baggy pants, shaggy pants, overalls, skinny jeans/pants, trendy pants, jegging pants, and NO CUT OFF PANTS</p> <p>No shorts under pants</p>
<p>Color: Khaki, black, or navy blue</p>	<p>No denim, gym shorts, baggy shorts</p>

<p><u>Sweaters / Sweatshirts:</u></p> <p>Color: Navy blue, burgundy, or white</p> <p>Style: sweatshirt, cardigan, pullover (must reach to waist). <u>Hoodies and jackets must be solid, uniform color if they are to be worn all day.</u></p>	<p>No sweaters/sweatshirts with name brand logos, writing, pictures, or graphics.</p> <p>Hooded sweatshirts are allowed, however; hoods are not to be worn in the building.</p>
<p><u>Shoes:</u></p> <p>White or black closed-toe shoes only. Lace-up, buckle, sandal with strap.</p>	<p>No open-toed sandals, flip-flops, slippers, slides, heels, mismatched shoes, Crocs</p> <p>No colored shoes other black and white</p>
<p><u>Socks, tights or leggings (worn under uniform pants/skirts):</u></p> <p>Navy blue, white, khaki, gray, or black (solid color only)</p>	<p>No patterned tights, fishnet stockings, mismatched socks, non-uniform color tights</p>
<p><u>Belts:</u></p> <p>Buckle, sash, ribbon</p>	<p>No chain belts, suspenders, large or inappropriate belt buckles</p>

<p>Remember all students must wear shirts tucked in at all times</p> <p><u>Accessories:</u></p> <p><u>Headband:</u> Must be <u>uniform color only</u></p> <p><u>Earrings:</u> <u>Post or stud earrings only uniform color, gold and silver</u></p>	<p>No untucked shirts</p> <p>No-scarves, boys may not wear headbands</p> <p>Non-uniform color earrings</p> <p>No watches of any kind</p> <p>No dangling or hoop earrings</p> <p>No necklaces or bracelets</p> <p>No Bandanas</p> <p>No non-uniform color headbands</p> <p>No tattoos (must not be visible when possible)</p> <p>No hats are allowed to be worn inside</p> <p>Anything that is a distraction to learning must be removed.</p>
<p><u>TPA Physical Education</u></p> <p>Students are allowed to dress out for Physical Education class but must adhere to the uniform guidelines listed above.</p>	<p>TPA students may not keep on the clothes they changed into for Physical Education class for the rest of the day.</p>

Out of Student Uniform Guidelines/Consequences

Students are required to come to school adhering to the Student Uniform Guidelines. When a student does not adhere to the Student Uniform Guidelines, the following consequences will take place:

1. (1st, 2nd, and 3rd violations) Student will be sent to the office to change clothes or call home for a change of clothing and placed In-School Intervention Center until dressed in school uniform.

2. 4th violation and thereafter, student will be placed In-School Intervention Center for two days and student must call home for a change of clothing.

Uniform Policy Amended/Updated June 2023 by School Leadership Team

Lost and Found

Items left in the classroom will be turned into Lost and Found, which is located in the cafeteria. It is the student's responsibility to come to the cafeteria for the purpose of retrieving forgotten items. Items that are not claimed are donated to charity every Friday.

Transportation

STUDENTS ARE EXPECTED TO BEHAVE IN A MANNER THAT ENSURES A DRIVER'S ABILITY TO OPERATE THE BUS SAFELY AND IN ACCORDANCE WITH STATE LAW. Students must display behaviors that are consistent with the Navigators' pledge and Navigators' matrix when riding the school bus.

Basic rules that should be followed while riding the bus are listed below:

- Follow the driver's directions the first time
- Be courteous; do not use profane language
- Keep head, hands, and feet inside the bus
- Do not eat or drink on the bus; keep the bus clean
- Be courteous; do not use profane language
- Smoking is absolutely prohibited

- Do not stand in the seats, throw things, or yell out of the windows
- Do not open emergency doors nor vandalize (damage) the bus

A violation of these rules is sufficient cause for suspending your transportation privileges. The bus driver may issue verbal warnings and/or assign seats prior to filing a written report. However, the bus driver may find it necessary to file a written report for rule violations that impede his or her ability to operate the bus safely. Disciplinary actions resulting from a written report will be carried out by a school administrator and reported to the transportation department. Repeated and/or severe rule violations may result in long-term bus suspensions or a total loss of bus privileges.

Character Education

Turning Point Academy Scholars engage in activities that honor students with good character. Students attend assemblies monthly that provide recognition and rewards for students who display monthly character traits. Furthermore, students who achieve academic and behavioral performance expectations will participate in quarterly celebrations. In order to obtain rewards and/or participate in these exciting activities, students must meet the criteria.

Behavior

Turning Point Academy has a comprehensive and evidence-based school-wide behavior plan. The plan contains a framework in which students do the following: learn appropriate behavior choices and how they are demonstrated throughout the school environment, receive incentives for demonstrating appropriate behavior, accept responsibility for their behavior and consequences, and receive interventions to support behavior concerns.

- **Navigator “ALL STARS”** are used for a token economy.
- Students receive ALL Stars from teachers for behaving well during class, transitions, and lunch.

· **Navigator Bucks** are awarded to students on an individual basis for complying with behaviors contained on the Navigator Matrix/Pledge and displaying character traits/social skills when interacting with staff and peers.

· **“Character Counts”** are awarded to students as a group (entire class) for behaving in accordance with the Navigators Pledge and Navigators Matrix during instructional activities and/or transitions.

· **The All Stars Pledge** entails our school’s five rules and expectations: **S** - I stay safe, **T** - I think before I act, **A** – I act with intelligence, **R** – I respect myself and others, **S**– I stand for excellence!

S

I stay safe.

T

I think before I act.

A

I act with intelligence.

R

I respect myself and others.

S

I stand for excellence.

· **THE BIG 5!!! Turning Point Academy Middle School Behavior Matrix –** Outlines how the rules and expectations outlined in the ALL STAR Pledge should be demonstrated throughout the school environment (i.e., classroom, hallway, cafeteria, restroom, playground, and bus).

Student Discipline

Students will be subject to disciplinary actions when their behaviors are not responsive to rules/expectations and incentives contained within the behavior plan. Disciplinary actions are determined by the school administration. Disciplinary actions are administered in conjunction with stipulations set forth by the Code of Student Conduct and based upon the following continuum of consequences for inappropriate behavior: **1st Verbal Warning, 2nd Verbal Warning, Conference with Student, Seating Change, Time Out, Time Out in an Alternative Classroom, Disciplinary Referral and Loss of Privilege, Parent Contact and Conference with Parent.**

Students who are given In-School Suspension (ISS) are responsible for completing regularly assigned work for each day of suspension, as well as homework provided during the day(s) of suspension. Students will work quietly, in the ISS room. All assignments must be completed on the specified due date.

Out-of-school Suspension (OSS) may be assigned for serious infractions of the CMS Code of Student Conduct. Parents are notified when students are assigned OSS. A conference regarding suspensions may be scheduled with an administrator.

The Code of Student Conduct is published as a separate document by the Charlotte-Mecklenburg School District. **You must review the CMS Code of Student Conduct online and return the acknowledgment and pledge form. You can access this information here:**

<http://www.cms.k12.nc.us/MEDIAROOM/BACKTOSCHOOL/Pages/documents.asp>

X

Selling or Soliciting

Selling or soliciting for personal gain is illegal. This includes the sale of such items as gum, candy, and clothing, or soliciting for outside organizations such as ski or amusement park trips, etc. Administrative action will be taken to enforce this rule.

Personal Property

Cell phones, iPods, musical devices, electronic handheld games, cards (trading or playing), and/or any personal items of value should not be brought to school. **LEAVE ALL VALUABLES AT HOME. The school will not be responsible for seeking recovery of missing personal property.**

Cellular Phones

There are no cell phones allowed at Turning Point Academy Middle School. Students who do not adhere to this policy will receive consequences derived from the Code of Student Conduct. Damaged or lost phones will not be the responsibility of Turning Point Academy Middle School; cell phones are not allowed.

Smoking & Substance Abuse

All CMS facilities are smoke-free zones. Students are not permitted to smoke carry cigarettes, cigarette lighters, or matches in the school building, on school grounds, on the school bus, or during any activity sponsored by the school. This includes electronic cigarettes, hookah tobacco, and related paraphernalia. These items will be confiscated, and students who violate this rule are subject to suspension. Students found in possession of a controlled substance are subject to suspension and possible legal action.

Hall Traffic

While in the hallways, students are expected to keep to the right and move quickly and quietly. Running in the halls is not permitted. Students are to refrain from touching walls, bulletin boards, and other students while walking in the hallways. During instructional hours, students must transition with a classmate and have a hall pass from their teacher.

Cafeteria

To ensure that all students enjoy their lunch in a relaxed atmosphere, students are prompted to keep their voices at Level 1 (meaning only the person next to you should be able to hear your conversation). Everyone (including students) who enters the cafeteria is expected to keep it neat and clean. Please make sure all food and eating utensils are removed from the table and floor before leaving your seat. Upon entering the cafeteria and exiting the food line, students are prompted to sit in designated areas. Students are expected to remain seated until they have been dismissed by their teacher or the cafeteria monitor. Inappropriate behavior will result in the loss of cafeteria privileges.

Each teacher will model procedures and expectations for entering and exiting the cafeteria.

No food or drink is allowed outside the cafeteria. **Due to food allergies, please do not share food** with other students.

• **Students are not permitted to bring in treats (homemade or store-bought) to share with other students nor to celebrate special occasions.**

When directed, students eat without talking during the first 10 minutes of lunch.

Media Center

The Media Center is a place where students learn to locate, select, and use information and literature that they are seeking. Information may be found in many forms including the following: books, digital audio books, magazines, databases, etc. The Media Center is available during school hours. Library books are loaned to students for a specified time. Students are responsible for returning library books on time. If a book is lost or stolen, it is the student's responsibility to pay for the lost or stolen book.

Building Maintenance

- Writing on desk tops is not permitted and is considered to be vandalism (destruction of school property).
- Keep desks away from walls and display areas
- Keep floors in classrooms and floors in hallways free from litter
- Keep restrooms neat and clean; **do not write/mark on the walls and stalls**

Health Information

Illness: If a student does not feel well before coming to school, they should be kept at home. The school nurse should be notified if a student is in school and not feeling well. A student will be admitted to the Health Office with a pass from a classroom teacher. A student is not to go to the Health Office without permission but should report to class and obtain a pass from the teacher. Only in the case of an emergency will a student be admitted without a pass. If you are too ill to remain in school and must leave because of illness or injury, the nurse will contact your parent (or a neighbor) to pick you up.

Injury: Any injury on the school bus, on school grounds, or in the school building, must be reported to the nurse as soon as possible. First Aid will be administered as needed. Follow-up treatment of such injuries is the responsibility of the parents. **Home injuries are not the school's responsibility.**

Medication: If you must take medication in school, you must submit a note from your doctor and your parent. All medication must be brought to school by a parent/guardian and left with the school nurse. Medication must be used under the supervision of the nurse.

STUDENTS ARE NOT TO TAKE MEDICATION OF ANY KIND EXCEPT UNDER THE DIRECT SUPERVISION OF THE SCHOOL NURSE.

Parents are notified of areas of need, and prompt correction to these medical needs is encouraged. The school nurse should be notified immediately about any child's physical ailments. Vision screenings are administered by the nurse. The nurse also performs follow-ups on dental, hearing, and vision.

Homework

Homework is a critical part of the learning process because it provides opportunities to practice and apply learning objectives. Homework allows students to read critically, explore ideas in writing, apply concepts, and solve problems independently. Long-term projects provide opportunities for students to learn how to break down larger projects and plan effectively. Students will be receiving specific homework guidelines from each teacher. Students will receive homework daily. Remember, homework is evidence of the outside preparation required to successfully complete the course. **For Reading, students will read grade-appropriate texts and answer questions to build comprehension (30 minutes nightly). For Math, students will engage with grade-appropriate math facts and problem-solving assignments.**

Marking Periods

There are four marking periods called quarters or terms. Halfway through the quarters, Progress Reports are made available. The Progress Report dates and the quarter ending dates are as follows:

Quarter	Progress Reports	Report Cards
1		
2		
3		
4		

Progress Reports

Progress reports are sent home with each student on the dates listed above. The purpose of a progress report is to let you know how you're doing in each course. Progress reports will reflect quiz and test grades, projects, classwork, participation, and homework. Progress Reports give detailed information so students can take immediate

corrective action if necessary. You must have your parent/guardian sign the Progress Report and return it to your homeroom teacher.

Report Cards

Report cards will be distributed during Student Led Conferences for 1st- 3rd quarters. For parents who do not attend the Student Led Conferences, the student will be given the report card to take home on the scheduled date.

Letter Grade	Numerical Average
A	100-90
B	89-80
C	79-70
D	69-60
F	59-below

The following pages contain the Student Handbook Contract Agreement, which requires signatures from parents and students. Please review the contract agreement, sign, and return one contract agreement to your child's teacher. Keep the other contract agreement for your records.

○ Student Handbook School Contract Agreement

TPA Middle School Parent/Student Handbook Contract

August 2023 – June 2024

Parents of Turning Point Academy Middle School Scholars have the opportunity and responsibility to partake in their child's education actively. This handbook is provided to help parents and students understand the school's policies, procedures, and expectations.

The school contract is an essential component for ensuring that parents and students understand the stipulations that are set forth at Turning Point Academy. Parents and students are responsible for reading information contained within this handbook and seeking clarity for more understanding. **Please read this handbook carefully with your child and sign the contract listed below. Parent and student signatures indicate adherence to procedures and expectations contained within this handbook.**

