

Audie Murphy Middle School

Fort Hood, Texas

(Est. 2004)



STUDENT
HANDBOOK
2019-2020

Audie Murphy Middle School

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**Campus Instructional Specialist:
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**Campus Instructional Technologist
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PRINCIPAL'S MESSAGE



I want to take this opportunity to welcome you to Audie Murphy Middle School. Our vision statement, “Audie Murphy Middle School, in partnership with the Fort Hood community, will cultivate an environment that nurtures the learning of our diverse population in preparation for their future,” speaks to our commitment to serving our students and parents. Our school is a special place for students to grow academically and socially and our staff is well-versed in meeting the needs of our student population. We strive each and every day to help our students make a connection to their school as the middle school years are an important transition point in their lives.

We look forward to our partnership with our parents and students and we are excited about everything the upcoming school year has to offer. Whether you are here for the long haul or just stopping by on your way to a new destination, please take time to be involved in all that our campus has to offer and know that our “doors” are always open.

Have a great school year and Go Falcons!

Mission Statement

Managing our time, resources and expertise, Audie Murphy Middle School faculty and staff will teach so that students learn to their maximum potential every day.

Vision

Audie Murphy Middle School, in partnership with the Fort Hood Community, will cultivate an environment that nurtures the learning of our diverse population in preparation for their future.

GENERAL SCHOOL INFORMATION

TELEPHONE DIRECTORY

Main Office.....	336-6530
Attendance Office.....	336-6533
Clinic.....	336-6534

Below you will find a listing of some of the personnel who can help you:

AVID Coordinator:	Rodney Cooper
Nurse:	Alicia Broadwater
Kitchen Manager:	Melody Chester
Principal's Secretary:	Jennifer Wallace
Assistant Principals' Secretary:	Veronica Zapata
Attendance Secretary:	Lani Munoz
Counselors' Secretary:	Debra Cruddas
Receptionist:	Sylvia Taylor
Computer Lab Assistant (ID Cards):	Sharon Sitler
Library Assistant:	Jeanne McCleaves

HOURS OF OPERATION

The office at Audie Murphy Middle School is open from 7:30 a.m. to 4:00 p.m. We will provide supervision for students during these hours. All doors except the main front entrance door remain locked after the late bell in the morning. The front door is locked promptly at four. Students who remain after school for extra-curricular activities (athletics, fine arts, clubs, tutoring, detention, etc...) must remain in the area that has been designated for the event with the activity sponsor at all times. Pick up times and locations should be coordinated between the activity sponsor, parent and student. Students who are not participating in after school events may not remain on school property after normal business hours.

SCHOOL WIDE INFORMATION AND GUIDELINES

AFTER SCHOOL ACTIVITIES

Students attending after school activities must have their ride pick them up no later than 15 minutes after an activity ends. If students are still at school after the 15 minute pick-up time, they may be banned from attending future after-school activities.

All students are required to wear their Audie Murphy ID Card on the appropriate colored lanyard (red – 6th grade; yellow – 7th grade; blue – 8th grade).

When attending school events, students are required to wear their Audie Murphy ID and sit in the student section, no roaming/remain seated unless making a purchase at the concession stand and/or using the restroom. Students who are not seated in the student section must be accompanied by a parent.

Rough housing/horseplay, or disruption will not be tolerated at school events. Failure to comply with the student code of conduct and school policies will result in removal from the event.

BACKPACKS

REGULAR SIZE BACKPACKS MAY BE BROUGHT TO SCHOOL BUT MUST BE SECURED IN A STUDENT'S LOCKER DURING THE DAY.

WHAT IS ALLOWED DURING THE DAY: Drawstring bags such as the ones shown below.



BEFORE AND AFTER SCHOOL DROP-OFF/PICK UP AND BUS INFORMATION

Students who are dropped off in the morning, before the building opens, should wait on the porch and sidewalk area by the Counselor's Entrance of the building. No students should be waiting on the front porch or the bicycle/flag area.

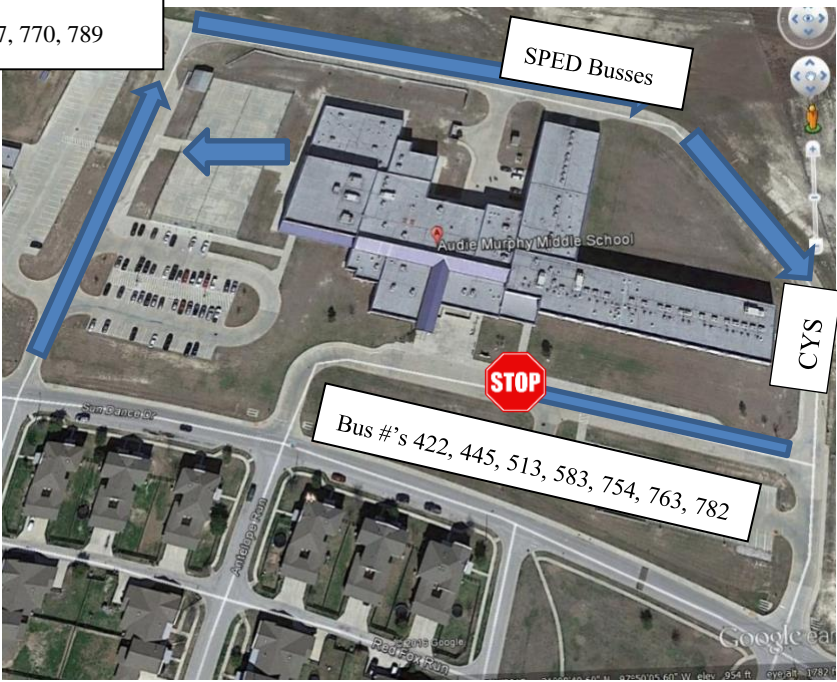
For students riding a bus, please see the information listed below to determine where you will enter the building in the morning and leave the building when the school day is over:

Bus Number	Route Number	Housing Area/Village	Pick-up/Drop Off
422	1022	Kouma	Front of School/Enter and Exit by counselor's office
445	1057	Comanche I. Comanche II	Front of School/Enter and Exit by counselor's office
513	1090	Comanche II	Front of School/Enter and Exit by counselor's office
583	1135	Comanche II	Front of School/Enter and Exit by counselor's office
754	1147	Kouma, Montague	Front of School/Enter and Exit by counselor's office
763	1150	Kouma	Front of School/Enter and Exit by counselor's office
782	1167	Liberty, Kouma, Comanche II	Front of School/Enter and Exit by counselor's office
468	1045	Veneble, Pershing Park	West Side by Tennis Courts/Enter and Exit at gym
489	1066	Patton Park, Chaffee, McNair	West Side by Tennis Courts/Enter and Exit at gym
767	1154	Wainwright, Patton Park	West Side by Tennis Courts/Enter and Exit at gym
770	1157	Montague	West Side by Tennis Courts/Enter and Exit at gym
789	1174	Meadows	West Side by Tennis Courts/Enter and Exit at gym

**Please be aware that bus numbers could change, but the route number will be posted on the side of the bus.

Bus #'s 468, 489,
767, 770, 789

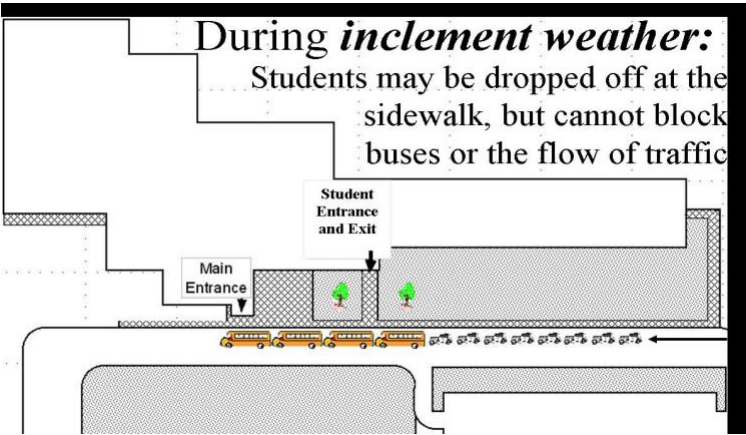
AMMS AM and PM Bus Pick Up



Front Bus Loop: Liberty, Comanche I and II, and Kouma

Bus Loop by outside portable/tennis courts: Wainwright, Patton Park, Chaffee, Montague, Meadows, Veneble Village and Pershing Park

After school, students should exit the building within five minutes unless attending tutoring or an after-school activity. At 4:00 any students who are remaining outside will be moved to the Library to attend tutoring. All students waiting for rides should wait on the sidewalk and porch by the counselor's entrance. No students should be waiting on the front porch or the bicycle/flag area.



BICYCLES

Students who ride bicycles to school do so at their own risk. When they get to school and leave at the end of the day, they should **WALK** their bike on/off campus. Encourage your student to **LOCK** their bike to the rack immediately upon arrival to school. The school cannot accept any responsibility for a lost/stolen bicycle. Students should report to the office if they find that their bike has been tampered with or stolen so we can report it to the police. The bike's serial number or a parent's license number must be engraved on the bike for the police to take a report on it. Fort Hood regulations state that bike riders must wear a helmet. Failure to comply with this regulation may lead to a citation being issued by Fort Hood authorities.

BYOD (Bring Your Own Device)

We are excited about the opportunity to expand our current digital learning environment to allow for the use of student-owned technology devices.

This change in district policy will allow students to bring their own technology devices (smart phones, e-Readers, iPads, etc.) to be used at **specified times** during the school day to **enhance learning opportunities**. With teacher approval, students may use their devices in the classroom to access and save information from the internet, collaborate with other learners, and use the productivity tools available to them through their student accounts once logged in to the KISD filtered wireless system.

Students bringing their own technology device will promote an exciting shift in how students view and use their personal devices. Instead of students using their devices mainly for social and entertainment purposes, they will be able to use them as a learning tool.

Per Killeen ISD district policy, we want to remind you that **your child is solely responsible** for any equipment that he/she brings to school. In addition, Audie Murphy Middle School is not liable for damaged, lost, or stolen equipment and unfortunately, our staff is unable to provide technical support for personal devices brought to school. All students must adhere to the Acceptable Use and Electronic Devices Policies while using their own devices at school and when students use technology inappropriately, the board approved Student Code of Conduct consequences still apply, regardless of who owns the device. Parents/Guardians, please talk to your children about making sure they are connected to the BYOD wireless connection while at school and of the consequences of the potential costs they could incur, if not using this connection. Please understand that this initiative does not require the purchase of any device by any of our students and families.

Cell phones and all other electronics should remain off and put away unless being used for BYOD purposes. A cell phone will be taken up and turned into the AP office, if it is on any other time during the day inside the building.

CHANGE OF ADDRESS

If your address or telephone number should change, then please report the change to the Counselor's Office in person. The district requires an accurate address for state accounting purposes. Additionally, if you move during the school year and will reside outside of the AMMS attendance zone, you must submit the appropriate transfer paperwork for approval.

CLEARING THE BUILDING

All students should clear the building 5 minutes after the last bell unless attending an approved after school activity. Students staying for an after school event should go directly to the area the event is being held. Students staying for tutoring should go directly to that teacher's classroom after school.

When completing an after-school activity, you must promptly exit the building by the closest door leading outside. Students must use crosswalks and sidewalks when exiting the campus and walking in the neighborhoods. This will be enforced by campus administration and Ft. Hood Military Police.

CLOSED CAMPUS

We are a closed campus. This means that students are not allowed to leave the campus once they come on the grounds. If students must leave campus for any reason, they must be checked out through the office by an adult listed on their demographic or emergency contact information. Any student who leaves the campus without permission will be subject to disciplinary action.

CLUBS

There are a variety of clubs at Audie Murphy Middle School. Some of the clubs include National Junior Honor Society and Student Council. We are also in partnership with the Comanche Youth Center. Many after school programs will be offered either on campus or off campus with transportation provided by the youth center. Students must be registered with the youth center to participate.

COMMUNICATIONS

- Messages for students will be given only on an EMERGENCY basis.
- Students may call home for emergencies in the AP office, Main office, or Counselor's office.
- Staff communication may be done in several ways: A scheduled meeting during the teacher's conference period, a phone call through the main office for the teacher, or staff members may be contacted through email (It is suggested that your child's name be in the subject line.) at <https://www.killeenisd.org/schools/middle/amms/index.html> .
- Medical/Parent forms must be turned into the Counselor's Office with sufficient time in order for the forms to be mailed, faxed or hand carried to the desired recipient.

COMPUTER USE

There are several computers available for student use at Audie Murphy Middle School. Students will be held accountable on the use and care of the equipment. Any inappropriate or misuse by the student including, but not limited to, visiting inappropriate websites, changing the computer settings without permission, mishandling the equipment, or hacking into other accounts will result in disciplinary action. Every student will need to have a signed Student Code of Conduct Card before using a computer.

COUNSELORS

The school counselors are available to assist students with a wide range of personal, social and academic concerns. The counselors may also make information available about community resources to assist them with their concerns, when appropriate. If a student wishes to meet with a counselor, they should request a pass from their teacher to go to the Counselor's Office to see if they are available or to schedule an appointment.

DANCES

All students are required to wear a school issued ID to school dances.

Rough housing/horseplay or disruption will not be tolerated at school events. Failure to comply with the student code of conduct and school policies will result in removal from the event.

Students who do not exit the dance at the dismissal bell (3:40 pm) must remain until the completion of the dance (4:30 pm). Parent pickup is the only exception to this policy.

DELIVERIES

Deliveries for students are NOT allowed on the AMMS campus.

DETENTION HALL

Cafeteria detention hall and Saturday detention hall may be assigned by the Principal or Assistant Principal. Teachers may conduct and supervise their own classroom lunch/after school detention hall. Failure to attend an assigned D-Hall may result in a more serious consequence.

DRUG TESTING

The District requires drug testing of any student in grades 7–12 who chooses to participate in school-sponsored athletic activities and other extracurricular activities that result in the student being a representative of the District.

Students in grades 7-12 who participate in the activities listed below are subject to random drug testing. Students will be tested only if their parents/guardians, and the student, have agreed by signing a consent form. A new consent form will be required at the beginning of each school year. ***If the parent/guardian and/or student do not sign the consent form agreeing to be tested, the student will not be allowed to participate in any of the listed activities.*** Only random drug testing will be used. At unannounced times throughout the school year, students in the listed activities will be randomly selected to provide a urine sample that will be tested for the presence of drugs. Students are not directly observed when they are giving urine samples. Samples are given in closed restroom stalls. Drug testing is conducted by a certified, licensed organization contracted by KISD. The first positive drug test will result in a 35 school day suspension from practice and participation in performances or competitions in any of the activities listed. A second positive test will result in a student being suspended from all listed activities for the remainder of his/her enrollment in the district. There is an exception for middle school students who have only one positive test while in grades 7 and 8. That one positive will not be counted against them when they enter high school. Further information about the KISD random drug testing program may be found in KISD policy FNF (LOCAL).

*In addition to athletics, middle school students choosing to participate in the following extracurricular activities are subject to random drug testing: band (marching, concert, and any other band-related groups), choir (all elements), high school theater arts, and academic UIL.

EMERGENCY DRILLS

Emergency drills will be held at unannounced periods throughout the year. Students should follow all teacher directions and procedures regarding the emergency drills.

EXTRA-CURRICULAR ACTIVITIES

Students who pass all classes are eligible to participate in extra-curricular activities. If a student is not in school on the day of any type of extra-curricular activity because of illness, they will not be permitted to participate in any activity that day or night. In order to protect everyone's health and well-being, no exception to this policy will be allowed.

Students who participate in these activities are representatives of AMMS and will be held to a higher standard of behavior while serving in that role. Misbehavior of any type may result in disciplinary action taken by the extra-curricular sponsor and/or the school administrator.

FAILURE GRADE GUIDELINES

In accordance with KISD guidelines, {EIA, (Local)}, a student shall be permitted one opportunity to redo an assignment or retake a test for which the student received a failing grade. The guidelines are as follows:

1. Every effort is made to allow students the opportunity to demonstrate their understanding of concepts and skills to achieve mastery.
2. For purposes of the policy, the student contacts the teacher within ten school days from the time the grade is posted in Home Access Center and/or the assignment is returned to the student, whichever is later, to schedule a mutually agreeable time to redo an assignment or retake a test.
3. A grade of 70% or higher indicates mastery of a concept; therefore, students may only redo/retake assignments for which mastery was not achieved.
4. In order to identify gaps in learning, students must return a completed redo/retake reflection form, within two days after receiving the form.
5. The retake/redo will cover the same material but it may have different questions or format.
6. A student will only have **one** opportunity to redo/retake any given assignment.
7. The teacher will average the two grades and the maximum grade a student can receive is a 70%. If a student scores lower on the retest/redo, the teacher will take the original score as the final grade.
8. Assessments and assignments completed during the last week of any grading period are not eligible for redo/retake.
9. Students may not redo long term projects (projects given a week or more to complete).
10. Late assignments and missing assignments will not be eligible for redo/retake.

HALL PASSES

Hall passes **MUST** be carried any time a student leaves the classroom.

LATE WORK POLICY

We have a school wide late work policy that will be followed for ALL grade levels. Late assignments may be turned in to the teacher with a penalty assessed on the assignment:

- **First Day Late** **10 points off**
- **Second Day Late** **20 points off**
- **Third Day Late** **30 points off**

After the third day, a zero will be assigned. Students are responsible for turning in their late work. The late work policy does not apply when a student is absent. Every effort will be made to prevent students from failing because of zeros. Students may be required to attend Edge Forward tutoring, teacher provided tutoring or Saturday School to make up work that was not completed.

Work due as part of a long-term assignment will be due when the student returns. KISD policy allows student five (5) days to turn in work following an absence. After this, the late work policy will apply.

LIBRARY

- The library is open from 7:35 to 4:00.
- Students are responsible for the care of books they check out, as well as for paying fines and/or paying for lost books before being allowed to check out another library book. 2 books may be checked out for 2 weeks at a time. Late fines are \$.05 per school day for every day late. Other district mandated fines are:
 - Instructional Materials fines: Water damage=**Replacement cost**
 - Broken/bent book cover/binding (non-defective item)=**\$5.00 or Replacement cost**
 - Page(s) torn out of book, considered total loss=**Replacement cost**
 - Writing on cover/page=**\$2.00 or replacement**
 - Missing or tampering with barcode labels=**\$5.00**
- Desktop computers are available in the library for classroom assignments only. Students may print 3 pages a day for free. Additional pages are 10¢ apiece.
- Laptops are available for 3-day checkouts. A signed permission slip is required as well as a library account free of overdue books or unpaid fines. Laptops are wi-fi ready.
- Textbooks are checked out through the library. If a textbook is lost, the replacement cost must be paid before a new book can be issued.
 - Science-\$18.00
 - Math-\$9.87
 - Language Arts-\$21.97
 - History-\$73.98

LOCKS & LOCKERS

Students will be assigned a lock & locker. **Students are not allowed to share their locker or their combination with anyone else.** Their lock should be locked at all times when they are not using it. At no time should a locker be left unsecured; all unsecured lockers will be zipped tied for security purposes.

The locker remains the property of the school district, and the administration reserves the right to cut off any private lock that is put on a locker without the permission of school personnel. The lock is the property of KISD, and a **lost lock must be replaced at a cost to the student of \$7.00.**

LOST AND FOUND

The lost and found is located in the cafeteria. Items of great value are taken to the Front Office. The student is responsible for his/her belongings. The school is not responsible for personal items.

Due to the lack of storage and space, all unclaimed items in the lost and found will be donated to local organizations at the end of each grading period.

MONEY TRANSACTIONS

Should you have to pay for anything at school (lunch, yearbook, etc.), AMMS will accept cash, checks (no temporary checks), and credit cards.

NATIONAL JUNIOR HONOR SOCIETY

Membership is by invitation only. Membership may be extended to any 7th or 8th grade student enrolled at AMMS no later than the third week of the fall semester. The criteria for invitation are as follows:

1. Eligibility is based on outstanding scholarship with a cumulative middle school scholastic average of 11.0 in standard curriculum and being enrolled in the maximum number of classes offered at AMMS.
2. The student must also receive an above-average rating on an evaluation form filled out by the faculty. The areas to be evaluated are citizenship, service, character, and leadership.
3. Selection is based on grades, prospective member evaluation forms, unanimous vote of faculty advisory and any other means deemed necessary by the faculty advisory committee.

Students may not have been assigned to ISS, been suspended from school, or have been truant from school. If dismissal from NJHS is deemed necessary by the advisor, the procedures to be followed may be found in the AMMS by-laws. See the sponsor if you have any further questions. NJHS inductions are scheduled during the Spring Semester of each school year.

PERSONAL PROPERTY

Students are encouraged not to bring large amounts of money or otherwise expensive articles to school. All found articles are to be taken to the Lost and Found. Items not claimed will be donated to a charitable organization at the end of each grading period. Any item brought to campus that interferes with or

undermines the smooth operation of the general school program will be confiscated and taken to the school's AP office. The assistant principal will determine the conditions for return of all confiscated items.

SECURITY

When students come into school late or leave early, they MUST sign in/out in the Main Office. For the protection of the students, parents, and staff at AMMS, it is required that ALL non-staff entering the building check in the main office and obtain a visitor's badge through the KISD Visitor Management and Alert System. A photo ID is required to exchange for the AMMS badge. This will be returned when the AMMS badge is returned and the visitor leaves the building. This policy is in compliance with all Ft. Hood security measures. AMMS follows Ft. Hood R.A.M.P. procedures at all times. Students may also be subject to the AMMS metal detector. Students are NOT allowed to use nor have cell phones turned on while on campus.

SHOT RECORDS

You will not be able to attend school without a current shot record. Our district will communicate your needed immunization via a school letter. Students who become non-compliant during the school year will not be allowed to attend school until the required immunizations have been administered and proof has been given to the school nurse.

STAFF CONTACT

To contact an AMMS staff member by email go to the website below and click on Staff Directory.

<https://www.killeenisd.org/schoolsV2/index.cfm?navBarID=1468>

STUDENT PLANNERS

Each student will be issued a student planner at the beginning of the school year. Students are required to use it in all their classes. If a planner is lost, a replacement planner can be purchased for \$3.00 through the school library.

TEXTBOOKS

If a student is issued a textbook, return of the textbook is expected at the end of the school year or upon a student's withdrawal from campus is essential. Failure to return textbooks, or payment for lost textbooks, can result in a block being placed on the student's account until the issue is settled.

KISD District policy states: "Each student or his or her parent or guardian shall be responsible for all instructional material and technological equipment not returned in an acceptable condition by the student.

A student who fails to return in an acceptable condition all instructional materials and technological equipment shall forfeit the right to free instructional materials and technological equipment until the instructional materials and technological equipment previously issued but not returned in an acceptable condition are paid for by the student, parent, or guardian.”

Education Code 31.104(d), (e), (h); 20 U.S.C. 1232g; Gov’t Code 552.114(b)(2); 19 TAC 66.107(c), .1319(d) [See also EF]

The following textbooks may be issued to each student. The replacement cost of each book is listed:

Science	\$18.00
Language Arts	\$21.97
History/Geography	\$73.98
Math	\$9.87

TUTORING

Students are the opportunity to attend tutoring both before and after school as specified by teachers. Students are encouraged to do their best academically, but if they find themselves falling behind, it is their responsibility to attend tutoring. If your child is to attend after school tutoring, please coordinate the tutorial time and pick-up with your child’s teacher. The tutorial times can be found on our school website. Falcon Tutoring is also available in the Library to any student who has turned in the completed forms. Students should bring assignments to work on during this time and follow all KISD rules. A calendar is poste don our school website to identify dates this tutoring is available.

REPORT CARDS, PROGRESS REPORTS AND GRADES

Students are required to pass all core subject areas and maintain an overall 70 average. Progress reports and report cards will be distributed according to the District schedule (progress reports every 3 weeks and report cards every 9 weeks). Teachers may choose to send a progress report home when a student’s average falls below an acceptable level. It is the student’s responsibility to take the progress report or report card to their parents without delay. Parents may follow their student’s progress through the KISD Home Access Center.

Performance on the State Mandated Exam (STAAR) may affect the number of electives a student can have the following year.

SEXUAL HARASSMENT

Every student has the right to attend school and school-related activities free from all forms of discrimination, including sexual harassment. Refer to the Student Code of Conduct for a more detailed

explanation of sexual harassment and the possible consequences for anyone who treats any of our students in such a manner. Report any incident of harassment to the assistant principals or counselors office.

WITHDRAWAL PROCEDURES

If you are moving, please inform the Counselor's Office as soon as possible (preferably one week in advance of your last day).

To ensure a smooth withdrawal for students from KISD, parents should begin the withdrawal procedure several days prior to a student's last day of attendance. This process begins in the Counselor's Office with a general withdrawal form given to students and parents at the time of withdrawal; this document is usually sufficient for enrollment in another school. Copies of additional documents such as special education or gifted education records will be provided with a 48-hour notice. Students moving during the summer must contact AMMS and complete a withdrawal form to insure that records are forwarded to the correct new campus.

DISCIPLINE

At Audie Murphy Middle School, it is our goal to help the students' transition from the elementary environment to the less structured secondary environment. Through the guidance and discipline of the staff, we attempt to teach each child both academically and behaviorally. Discipline is administered fairly and equitably while still addressing the individual needs of our students. Recognizing the need for good discipline in a school, teachers and teams establish procedures for successful classroom management using the KISD Classroom Management Framework. Students and parents should be aware of the district's Student Code of Conduct (<https://www.killeenisd.org/frontPageV3/studentsParent.cfm>) and then follow it to produce an effective learning environment. Class rules will be posted on classroom walls. Students will be given a letter to take home outlining teacher expectations on the first day, including the steps of the discipline plan. While the staff attempts to correct student misbehavior with verbal warnings, there may be times when it is necessary to write a referral on a student. Referrals may be serious or minor depending on the situation. Repetitive minor incidents may be written up as a referral, either minor or serious, depending on the number of warnings **and** the student's reaction to the situation. In order to maintain an environment that is safe, orderly, and promotes academic excellence, we ask that all students follow the KISD Student Code of Conduct and AMMS guidelines and rules.

****See Student Code of Conduct for additional information.**

CAMPUS CONSEQUENCES FOR MISBEHAVIOR

Students may be assigned by teachers to a detention hall (d-hall) for inappropriate behavior. This detention may be held before school and/or after school (Monday-Thursday). Students will receive a d-hall assignment slip indicating when and where the detention is to be served. **It will be the student's responsibility to notify/take that slip to their parents.** Students who fail to complete the assigned days will be subject to further disciplinary action. Students may also be assigned to a detention hall by an administrator. This is reserved for behavior which is considered more serious.

If a student is consistently disruptive or engages in severe misbehavior, the student may be assigned In-School Suspension (ISS) or Out of School Suspension (OSS). Misbehavior in ISS may result in Out of School Suspension (OSS).

If a student's behavior hinders the educational process and/or the student is deemed to be a danger to others by the administration, the student may be suspended from school. If a student returns to Audie Murphy or any other KISD campus during the suspension period, the student will be referred for possible criminal action.

When a student engages in persistent misconduct (classroom disruption, horseplay, etc.) he/she may be placed on campus probation. When a student is placed on campus probation, the student is close to exhausting all campus-based discipline measures. This probation serves as a final warning for the student. If the student continues to engage in misconduct after the campus probation is implemented, a district level due-process hearing may be scheduled. The District Hearing Officer will determine the appropriate district consequence.

ISS (IN SCHOOL SUSPENSION)

ISS is used in lieu of removing a student from the campus setting. During their time in ISS students will be provided assignments and are expected to complete all work given to them.

ISS Rules and Guidelines are:

1. Students report to the designated ISS waiting area after eating breakfast.
2. Students must bring all assigned textbooks, workbooks, and any other assigned materials. This includes pencils, pens, markers, paper, and any other necessary supplies.
3. There will be NO talking or whispering. Students must raise their hand AND wait to be recognized before talking to the instructor.
4. Chewing gum, candy, food or drinks are not allowed to be consumed in the ISS Room. Students may bring their lunch from home, but cannot consume it in the ISS Center until the designated lunch period.
5. All students must sit at their assigned desk with their head and eyes facing the front of their desk. Students must remain seated at all times unless given permission by a staff member.

6. Sleeping is not allowed or resting of the head on the desk, back of your arms or the chair.
7. During the lunch break students are to walk in a straight, single file line, with head and eyes to the front and are not to talk, whisper, or do anything to draw attention to them.
8. Students must complete ALL assignments and turn them into the ISS Instructor. Students will not take any assignments home. **ALL assignments must be completed in ISS.** Students must work continuously on completing assignments or a warning consequence will be given.
9. Students will not take anything home except lunch boxes and/or jackets until the day they are released from ISS. Students will be escorted out of school early to wait for the busses or their rides home. Students will not be allowed to go back into the school building. Walkers should exit campus **IMMEDIATELY** after the bell rings.
10. ALL KISD and campus rules will be enforced. Students must be within dress code expectations.
11. The attendance of a student in ISS during and/or after school activities such as sports events, UIL activities, or dances is not allowed.

Any violations of these rules while in ISS will result in further disciplinary action. The following consequences may be administered depending on the severity of the offense:

1. First Offense - A verbal warning and phone call home from the ISS Center.
Documentation of all contacts will be kept on file.
2. Second Offense - Suspension from school.

PROHIBITED ITEMS

There are certain items that students are prohibited from using, displaying, or possessing at school. Those items include, but are not limited to:

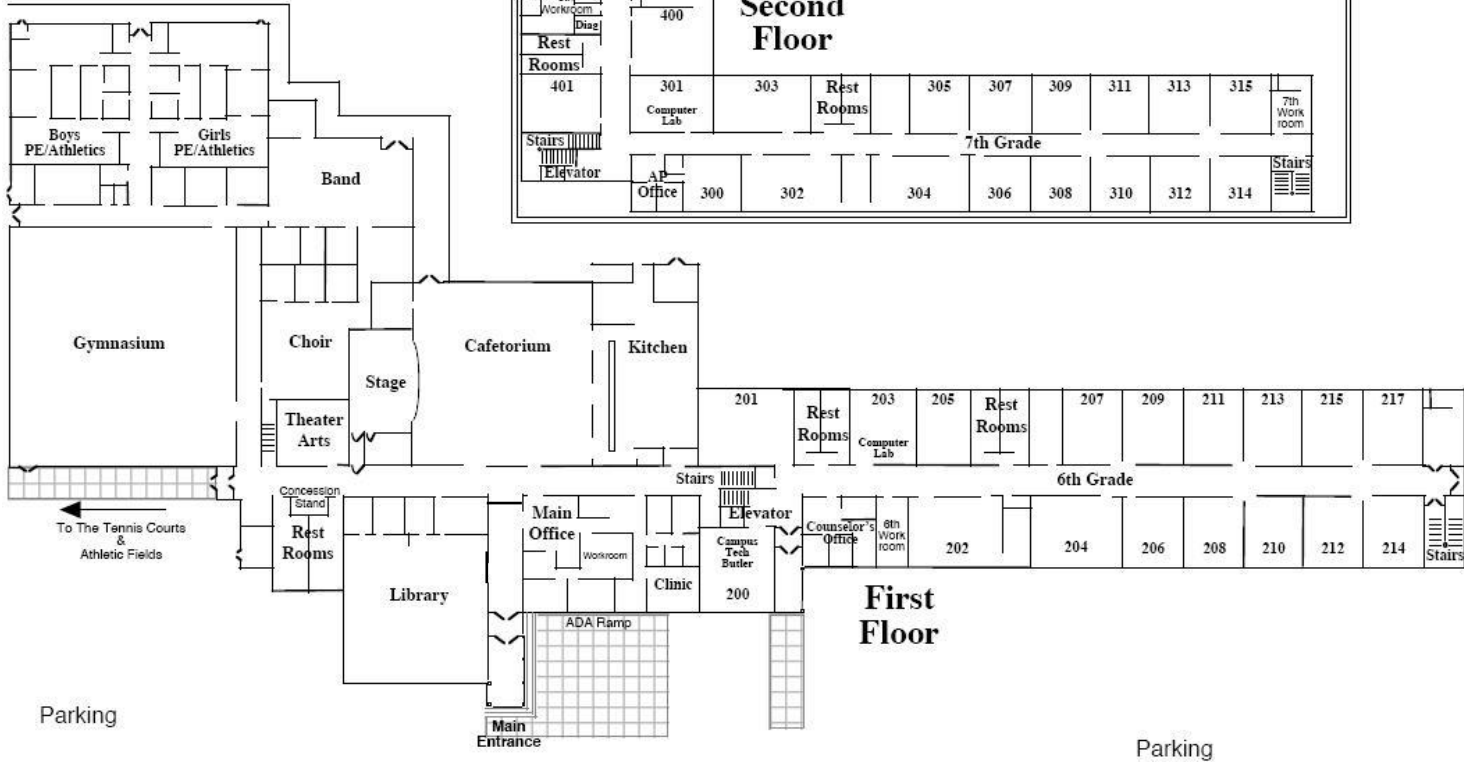
- *Skateboards/Roller blades/ Wheelie Shoes
- *Permanent markers (Sharpies...)
- *Super glue
- *Dice
- *Laser light devices, electronic entertainment devices, or games
- *Cameras/Video cameras
- *Chains and spiked collars or wristbands
- *Tied head coverings of any sort
- *Hats inside the building
- *Water pistols
- *Paging devices (including look-alikes)
- *House shoes
- *Toys

CAMPUS MAP

Audie Murphy Middle School

Campus Map

Home of the Falcons



*SPECIAL NOTE:

The guidelines outlined in this handbook are subject to change based on KISD Policy and/or campus needs. Furthermore, this serves as an addendum to the KISD policies and procedures.