

TROUTMAN MIDDLE SCHOOL

Student & Parent Handbook

2026–2027



“We are Bobcats; our paws leave a mark!”

Jerrica Scott

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Facebook: [@TroutmanMiddleSchool](https://www.facebook.com/TroutmanMiddleSchool)

Website: <https://troutmanmiddle.issnc.org/>



Welcome Message

Hey there, Bobcat Family!!

I am excited and honored to welcome you to the 2026–2027 school year at Troutman Middle School! Welcome to Troutman Middle School! As we begin another school year, we look forward to the exciting challenges and opportunities for growth for our students and staff. Our collective goals continue to focus on making Troutman Middle School a special place for all members of our school community.

The 26-27 Student/Parent Handbook is prepared to serve as a resource for all Troutman Middle School stakeholders, and packed with the info you and your family need to have a smooth, successful year, schedules, policies, procedures. Take a few minutes to look through it with your student so we're all on the same team from day one. The information in this handbook to ensure you are aware of the policies and procedures established at Troutman Middle School, which are designed to maximize our effectiveness.

Here's what I know for sure: effort and attitude are everything. Talent is great, but the students who work hard AND bring a great attitude are the ones who really shine. That's why this year we're launching Bobcats G.R.O.W., our brand-new school-wide framework for building great character right alongside great academics. You'll see G.R.O.W. show up all over this handbook, especially in the Behavior section, and I cannot wait for our whole Bobcat family to grow together.

Our staff and faculty adore this community, and we are all-in on making sure every student is engaged, supported, and set up to succeed in middle school and way beyond it. Communication between home and school is a huge part of that, so please don't be a stranger! I love meeting families, hearing from you, and celebrating our Bobcats together.

We are looking forward to a fantastic 26-27 school year and know that working together will help to ensure a successful learning experience for all of our students. It is our pleasure to have you as a member of the Bobcat family! Let's work together to make this a great year!

In service of our students,

Jerrica Scott, Principal

Troutman Middle School





Table of Contents

Welcome Message.....	2
Troutman Middle Bell Schedule.....	4
Contact Matrix.....	6
Administrative and Support Staff.....	7
Bell Schedule.....	8
Schedule.....	8
Early Dismissal Schedule.....	8
2026-2027 Calendar.....	9
School Community Member Expectations and Responsibilities.....	10
Policies and Procedures.....	12
Academics.....	12
Athletics.....	18
Cafeteria.....	18
Field Trips.....	19
Contacting Staff.....	19
Money for School Payments.....	19
Visitors on Campus and Volunteers.....	19
Behavior, Social Norms, & Discipline.....	20
Parent/Student Acknowledgment of Student Handbook.....	24

A Different World

Real People, Real Collaboration, Real Learning

This year, we're intentionally creating space for students to put the screens down and pick each other back up — real conversations, real teamwork, real connection.

This isn't an anti-technology stance — it's a pro-humanity one. We want our Bobcats to build the human skills that matter most.

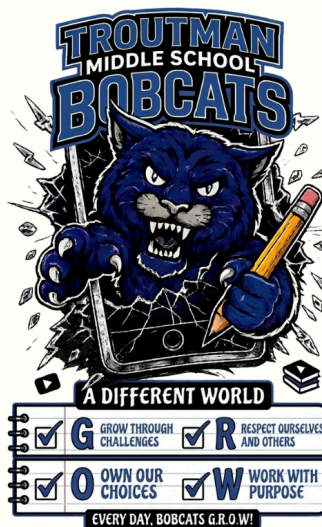
MISSION: Troutman Middle School inspires curiosity, creativity, and critical thinking, empowering students to own their choices and lead confidently.

VISION: Troutman Middle School will be a place where respect guides relationships, and every student discovers their potential, owns their growth, and is empowered to lead with purpose.

Real People	Real Collaboration	Real Learning
Prioritizing face-to-face connection over screen time — students learning to see and hear one another again.	Working together with purpose — building teamwork, communication, and trust through shared effort.	Creating more than we consume — using creativity and problem-solving to grow through challenges.

This ties directly into who we already are as Bobcats:

Grow through challenges • **R**espect yourself and others • **O**wn your choices • **W**ork with purpose





Troutman Middle Bell Schedule

8:15 — Opening Bell: Students may enter the building

8:30 — Tardy Bell: Students must be in Advisory by the tardy bell

3:30 — Dismissal Bell: All students are dismissed

School Colors: Blue, Black, and White

School Mascot: Bobcat



Contact Matrix

The Troutman Middle School Administration has developed the following contact matrix as a guide for families specific to concerns that may arise throughout the school year. It is our priority to encourage all stakeholders to reach a solution at the building level closest to where the question or concern originated.

Concern	Person Referred To
Student Grade	Faculty member who issued the grade
Detention	Teacher who issued detention; Behavior Specialist, Assistant Principal, or Principal if the consequence is from the admin level
Placement	School Counselors (current year)
Peer Problems	School Counselors; Student Advisor, Assistant Principal, or Principal
New Student	Data Manager
At-Risk Student	School Counselors; Assistant Principal or Principal
Homework	Teacher who issued the homework
Bus Discipline	Bus Coordinator or Assistant Principal
General Transportation Concerns (Routing, Pick Up, Drop Off)	I-SS Transportation Office; Bus Coordinator or Assistant Principal
Staff Concern	Assistant Principal or Principal
Medical	School Nurse
Tutoring	School Counselors; Assigned Teacher
Attendance Concerns	Data Manager or School Social Worker joy_lawter@iss.k12.nc.us
Payment Concerns	Bookkeeper patricia_hapes@iss.k12.nc.us
Program/Curriculum	Teacher; School Counselor; Assistant Principal or Principal
Extra-Curricular Activities	Coach, Assistant Principal, or Athletic Director as necessary



Administrative and Support Staff

ADMINISTRATION

Jerrica Scott, Principal

Aaron Richmond, Assistant Principal

MAIN OFFICE STAFF

Patricia Hapes, Bookkeeper and Financial Secretary

Joy Lawter, Data Manager

GUIDANCE STAFF

Christy Davidson, Lead Counselor

Rebecca McDuffie, Counselor

PBIS

Dennis Richtmyer, Behavior Specialist

DAILY / DELAY / ACTIVITIES SCHEDULE

One-Hour, Two-Hour, and Three-Hour Delay schedules compress Advisory and block times accordingly; the full delay schedule is posted on the school website and shared with families in advance of any delay day.

Advisory: 8:30 AM – 9:00 AM — Lunch schedule staggered by grade level following 1st Block.

Schedule

Period	Daily Schedule 6th Grade	Daily Schedule 7th / 8th Grade	One Hour Delay	Two Hour Delay	Three Hour Delay
Advisory	8:30 AM – 9:00 AM	8:30 AM – 9:00 AM	9:30 AM – 9:50 AM	10:30 AM – 10:45 AM	11:30 AM – 11:40 AM
1st Block	9:03 AM – 10:28 AM	9:03 AM – 10:28 AM	9:53 AM – 11:03 AM	10:48 AM – 11:48 AM	11:43 AM – 12:28 PM
2nd Block	10:31 AM – 12:24 PM	10:31 AM – 11:56 PM	11:06 AM – 12:42 PM	11:51 AM – 1:17 PM	12:31 PM – 1:41 PM
3rd Block	12:27 PM – 1:52 PM	11:59 PM – 1:52 PM	12:45 PM – 1:55 PM	1:20 PM – 2:20 PM	1:44 PM – 2:29 PM
4th Block	1:55 PM – 3:30 PM	1:55 PM – 3:30 PM	1:58 PM – 3:30 PM	2:23 PM – 3:30 PM	2:32 PM – 3:30 PM

Early Dismissal Schedule

Advisory	8:30 AM – 9:00 AM	Grab and Go Lunch
1st Block	9:03 AM – 9:36 AM	6th Grade: 10:58 AM – 11:03 AM 7th Grade: 11:03 AM – 11:08 AM 8th Grade: 11:08 AM – 11:13 AM
2nd Block	9:39 AM – 10:09 AM	
3rd Block	10:12 AM – 10:42 AM	
4th Block	10:45 AM – 11:45 AM	
Dismissal/ Laptop return	11:48 AM - 12:00 PM	



2026-2027 Calendar

Approved 2.9.26

Iredell - Statesville Schools 2026-2027 Calendar

KEY

Teacher Workday	
Required Teacher Workday	
Holiday	
Annual Leave	
School Year Begins/Ends for Students	
Early Release Day for Professional Development - Traditional Schools Only	
Early Release Day for Professional Development - Early Colleges Only	
Progress Reports	
Report Cards	
Last Day of Quarter	
Mitchell Community College in Session	

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School Community Member Expectations and Responsibilities

At Troutman Middle School, each member plays an important role in creating safe and supportive learning environments for our students. Outlined below are the expectations and responsibilities for each group.

STUDENTS WILL

- Be responsible and accountable for school rules and regulations
- Maintain timely and regular school attendance
- Report any concerns or conflicts to a school staff member
- Contribute to a positive learning atmosphere
- Make an earnest effort to do their best work
- Respect all members of the school community

STAFF WILL

- Respect all members of the school community
- Welcome every parent and guardian to the school and school meetings, partnering with parents to better their child's school experience
- Ensure that all students are afforded equitable access to all opportunities at school with full preparation and support
- Maintain confidentiality
- Ensure students have the opportunity and responsibility to make up exams and work missed while serving consequences
- Plan and conduct a program of instruction that engages students and promotes a climate of mutual respect and dignity
- Establish and support a strong partnership between home and school
- Skillfully distinguish between minor student misconduct best handled by staff and major problems requiring the assistance of administration

ADMINISTRATION WILL

- Support an orderly and respectful learning atmosphere guided by a clear code of student conduct, with ongoing professional development in de-escalation, trauma-informed, and restorative practices
- Establish a proactive approach to student discipline, with emphasis on an engaging learning atmosphere central to the school's work
- Maintain confidentiality
- Monitor and respond to teacher and student needs as they pertain to the student code of conduct
- Work collaboratively with students, parents/guardians, and staff to apply the code and related consequences fairly and equitably

PARENTS/GUARDIANS WILL

- Ensure their child(ren)'s timely and regular school attendance
- Support school rules and regulations
- Teach their child(ren) respect for the law and for all members of the school community
- Partner with school staff to resolve conflicts

- Report any concerns or threats to a school staff member
- Comply with school rules when entering the building
- Support the district staff in their efforts to maintain the safety of all children



Policies and Procedures

Students at Troutman Middle School are expected to work hard and abide by school rules. All students should help us maintain a positive and productive learning environment and a culture that is respectful and tolerant. Please read and review these policies and procedures with your parents and families. Updates and revisions to this handbook will be communicated to students and posted on our school webpage.



Academics

CHROMEBOOKS

Each student will be issued a Chromebook. Students will pick up and return their chromebooks from their Advisory class each day. Students need to treat the Chromebook with care and report any issues to a teacher.

ADVISORY

Students have demonstrated a need for additional support in academic progress monitoring as well as social/emotional well-being. Providing students with opportunities to continue their intellectual, social/emotional, and academic development will empower all students to succeed.

All grade levels, all classes, Monday through Friday for 30 minutes daily, students will participate in academic goal setting/review, Social-Emotional Learning lessons, and Silent Sustained Reading. All staff members will facilitate a class to provide support to students and teachers and to build relationships with students they may not otherwise know.

GRADING POLICY

TMS will follow the standard scale below to assign letter grades for quarter work. Individual teachers will establish grading policies and procedures for their classes, and their grades will correspond with this scale. Students receiving an Incomplete must complete missing work within 4 weeks of the end of the quarter, or the “INC” will convert to an “F.”

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

EXAMS (DIAGNOSTICS, EOGS, AND FINAL EXAMS)

Students will take exams at the end of the year. EOG tests and NC Final Exams count 20% of a student’s final grade in a course. Students taking Math 1 are required to take the EOC for Math 1; eighth graders taking Math 1 will only take the Math 1 EOC.

Students in middle school enrolled in high school-level courses (Math 1) must receive a passing letter grade of “C” for the year, as well as a proficient score of Level 3 or higher on the EOC assessment. If a student does not receive both a passing grade and a proficient score, the student will take the course again.



REPORT CARDS / PROGRESS REPORTS

Report cards are available every nine weeks. Students with a D or F in a specific class will receive a hard-copy progress report at mid-term of each quarter. Parents should utilize Infinite Campus to view their child's progress at any time.

In an effort to have effective and efficient communication with our parents, **Iredell-Statesville Schools** is utilizing Infinite Campus, our NEW student information system platform. We encourage you to use the instructions below to create your parent portal account. If you do not have access to a device, devices and assistance will be made available at school sites.

[Please click on this link](#) to set up your Infinite Campus for Parents: Campus Parent Portal

This works best from a computer. Once you click on the URL, you must IMMEDIATELY complete the process.

ATTENDANCE

Attendance in school and participation in class are integral parts of academic achievement and the teaching-learning process. Regular attendance by every student is mandatory. North Carolina requires every child in the state between the ages of 7 (or younger if enrolled) and 16 to attend school. Parents and legal guardians are responsible for ensuring that students attend and remain at school daily.

LATE WORK POLICY

If Absent

- It is a student's responsibility to collect missed work or assignments, complete them, and submit them within three academic in-school days.

If Present

- Students who do not submit an assignment by the due date and were present the day it was assigned may receive zero or partial credit within 2 days of the due date, at the teacher's discretion.
- 1 day late: -10 points
- 2 days late: -20 points

A student must be present for at least 50% of the school day to be recorded as present for that day. The student must arrive at school by 12:00 or not leave school before 12:00.

LAWFUL (EXCUSED) ABSENCES

When a student must miss school, a written excuse signed by a parent or guardian must be presented, or completed online, on the day of return. If the student does not present a note within two days, the absence will be coded as unlawful (unexcused). Excused absences include:

- Personal illness or injury that makes the student physically unable to attend
- Isolation ordered by the State Board of Health
- Death in the immediate family (mother, father, grandparent, sibling)
- Medical or dental appointment
- Participation under subpoena as a witness in a court proceeding
- Observance of a religious event with prior approval by the principal

Educational opportunities (family trips) must be approved by the Principal before the absence, and projects must be submitted within 5 school days of the student's return.

ATTENDANCE POLICY NOTIFICATIONS

An absence will be coded unexcused if a note is not received within three (3) days. Excessive unexcused absences will be reported to the social worker and district attorney. If a student misses ten (10) or more days, the student is not eligible to participate in after-school activities, except tutoring or after-school detention.

- After 3 unlawful absences: the data manager notifies the parent/guardian via email.
- After more than 6 unlawful absences: the data manager notifies the parent/guardian via mail of possible violation of the Compulsory Attendance Law and possible prosecution.
- After 10 unlawful absences: the principal reviews reports from the school social worker and confers with the student and parent/guardian.

Students must be at school by 12:00 to be counted present for the day. Parents needing to sign a student out early should do so prior to 3:00 PM; after 3:00 PM, we will no longer call classrooms to sign students out, as this disrupts the dismissal process.

TARDINESS

Students are considered tardy if not in school when the 8:30 bell rings. Any student arriving tardy must be signed in at the office by a parent or guardian. A combination of 10 tardies and/or early dismissals equals one (1) day absence. An excessive tardy letter is sent home after ten (10) tardies.

EARLY DISMISSAL

An early dismissal occurs when a student is signed out before the 3:30 dismissal bell and does not return that day. Ten (10) tardies and/or early dismissals will equal one day's absence.

- The person picking up the child must be on the approved contact list; a photo ID may be requested.
- Sign your child out on the office iPad system; sign them back in if they return that day.

When it is the judgment of school officials that the health and/or safety of a child is at issue, the school will not release the child to either parent requesting physical custody. The principal or designee will notify the Department of Social Services in such an instance.

DAILY SCHEDULE, ARRIVAL, AND DISMISSAL PROCEDURES

Arrival

Doors will be locked until 8:15 AM each day. No students are to be dropped off before 8:15 AM. Breakfast service begins at 8:15. The tardy bell rings at 8:30; tardy students must report to the office to sign in.

Car Rider Drop-Off

Parents must stay with students until 8:15 AM, as there is no adult supervision before then. Follow the marked lane and pull all the way around to allow more students to exit efficiently. Parents must remain in their vehicles while dropping off.

Bus Riders

Bus riders arrive between 8:10 and 8:30 AM and are dropped off at the cafeteria entrance. Families can download the Here Comes the Bus app (district code 76231) to monitor bus arrival.

Dismissal

Dismissal is 3:30 PM daily. Any change to a student's normal transportation method requires written notice, and the office must be notified by 3:00 PM. There is no parent pick-up in the building after 3:00 PM to ensure safe monitoring during dismissal.

Bus Riders (Assignment)

Bus students are assigned to ride one bus; per district policy, students may not ride a different bus home, even with a parental note. Transportation questions should be directed to Mr. Richmond.

HEALTH POLICIES

- Parents will be contacted to pick up a child with a fever of 100.4°F or higher; the student may return after being fever-free for 24 hours.
- Parents will be contacted if a student has thrown up; the student should not return until 24 hours symptom-free (if viral).
- The school can wash and bandage small cuts and scrapes but cannot provide ointment, cream, or similar products.
- Rashes, skin/eye irritations, and other potentially contagious illnesses should be checked by a physician before returning to school.

Please notify the school of any medical conditions, food allergies, or dietary needs so accommodations can be made, and keep emergency contact information current.

MEDICINE

No medication of any type may be given to students until both the parent and doctor have completed the Request for Medication Form, available under the Parent tab on the district website.

DRESS CODE POLICY

Iredell-Statesville Schools has adopted a district-wide dress code policy. School board regulations forbid clothing that advertises drugs, alcoholic beverages, or profanity; students wearing such items will be asked to call a parent for a change of clothes, or the school will provide clothing through the clothes closet. You can find the official dress code policy here:

Requirements for Student Dress During the Regular School Day



Requirements for Student Dress During the Regular School Day

1. All clothing must be appropriately sized, securely fastened, and cover the midriff, back, sides, and all undergarments at all times. For example, pants should be secured at the waist, no underwear as outerwear, and no underwear exposed.
2. Shirts and tops must be below the beltline and at least a length that covers any exposure of the midriff.
3. Rips, holes, or tears in clothing must be below mid-thigh. Shorts, skirts, and dresses must be decent, modest, and cover the body well, not to disrupt the learning environment (within wrist length). Please note when students sit, stand, or bend, their bodies must be covered well. Additionally, students are not allowed to wear "very short skirts or shorts," such as items having a 2-inch inseam or shorter.
4. See-through, revealing, or mesh garments must not be worn without appropriate coverage underneath that meets the minimum requirements of this dress code.
5. Garments, jewelry, tattoos, or other insignias, which display or suggest sexual, vulgar, drug, alcohol, or tobacco-related wording/graphics or may tend to provoke violence or disruption in school shall not be worn/visible.
6. Clothing must not state, imply, or depict hate speech or imagery targeting groups based on race, ethnicity, gender, sexual orientation, religious affiliation, or other characteristics protected by federal or state law or Board policy.
7. Any articles of clothing or jewelry that may cause injury including, but not limited to, items with spikes, sharp objects, wallet chains, and heavy link chains are not allowed.
8. Head gear, including but not limited to caps, hats, bandanas, sweatbands, and sunglasses, shall not be worn indoors on campus unless permitted by the principal. Students may wear sunglasses, hats, or other sun-protective wear outdoors during school hours; however, these articles must not violate this dress code. However, a principal may allow hats if their messaging is school related.
9. Clothing and footwear traditionally designed as sleepwear shall not be worn.
10. No costumes allowed, which could be parts of a costume such as tails, gloves, ears, non-prescription eyewear, or collars of any kind. Exceptions include Spirit Week or other school-sponsored events. On these special occasions, all clothing must be within dress code guidelines and must represent the particular school and its reason for celebrating.

PROGRESS REPORTS AND CONFERENCES

Progress reports are available via Infinite Campus. Only students with Ds and Fs receive printed copies for parents to sign and return every 4.5 weeks. Teachers are required to hold a conference with parents at least once during the first semester if a student is not progressing at a typical rate. Parents can also request conferences with teachers throughout the year.

IREDELL-STATESVILLE SCHOOLS MIDDLE SCHOOL PROMOTION REQUIREMENT

Educators track three major indicators to ensure on-time high school graduation: (1) course performance, (2) attendance, and (3) behavior. For I-SS middle grades, students must meet 2 of the following criteria to be promoted:

- At least 85% attendance rate
- Pass at least 3 of 4 content classes (final course grade)
- Pass assigned grade-level EOGs

The final decision on promotion or retention is always at the Principal's discretion.

QUARTERLY NO-ACTIVITIES LIST (ATHLETIC EVENTS, DANCES, ETC.)

Students meeting any of the following will be placed on the no-activities list for the quarter:

- 3 or more unexcused absences for the quarter
- Failure of 3 classes
- Multiple ISS assignments for the quarter
- OSS for the quarter
- Owing Fees (case by case)

ACADEMIC SUPPORT SYSTEMS

Students failing two or more subjects at report card time will be automatically placed on academic probation and receive Multi-Tiered System of Supports (MTSS) until they have the skills needed to be successful in the classroom. Students on academic probation may face eligibility restrictions for athletics and other after-school activities, determined case-by-case in accordance with I-SS Board Policy and NC Middle/Jr. High Regulations.

HOMEWORK

Teachers will assign homework that is purposeful and appropriate for the subject area. It is the student's responsibility to complete and turn in homework on time. Advanced/Honors classes are designed to provide higher levels of challenge.

ACADEMIC AWARDS

Students with all "A's" will be recognized as "A-Team Members." Students who maintain a "B" average, with no D's or F's, will be recognized as "Honor Roll members."

Athletics

The purpose of the athletic program at TMS is to teach, promote, and develop skills, teamwork, and sportsmanship. Our student-athletes should strive to be positive role models on the field or court, in the classroom, and in the community.

TMS offers the following sports: Football (7th and 8th grade), Volleyball, Girls' Cross Country, Boys' Cross Country, Cheerleading, Girls' Basketball, Boys' Basketball, Wrestling, Girls' Soccer, Boys' Soccer, Softball, and Baseball. Current 6th, 7th, and 8th grade students may participate in TMS athletic teams. 6th graders may participate in all sports except Football. A student cannot participate on a team if he/she turns 15 on or before August 31 of the current school year.

ACADEMIC ELIGIBILITY (PER NC MIDDLE/JR. HIGH ATHLETIC POLICY MANUAL)

- Students must pass at least 3 core classes courses from the previous semester (based on semester averages).
- A student must have attended at least 85% of the previous semester and no more than 13.5 missed days in a semester. Students must attend at least 50% of the school day to play in a game that day.
- Students must have an annual medical examination administered by a licensed physician, nurse practitioner, or physician assistant, valid for 365 days.
- Students may participate only at the school to which they are assigned by the central office.
- In grades 6–8, a student must pass at least one fewer course than the number of required core courses each semester and meet LEA promotion standards.
- Eligibility status (eligible or ineligible) at the start of a semester is retained for the full semester.

It is the responsibility of the school principal to check the academic status of each student-athlete at the beginning and close of a semester.

Cafeteria

Breakfast: \$1.50 | Lunch: \$3.00

Students may receive breakfast and lunch in the cafeteria each day or bring lunch from home. Free & Reduced lunch applications are required to receive these meals and must be completed every school year.

BREAKFAST

Breakfast is served daily from 8:10 to 8:30 AM. Students enter the breakfast line closest to the far wall and eat in the small cafeteria, placing bookbags behind their seats. Students must be in the classroom before the 8:30 tardy bell. Breakfast is served on 1-hour and 2-hour delays but not on 3-hour delays.

LUNCH

Students eat lunch at their scheduled classroom time. Parents and visitors are welcome to eat lunch with their child at a designated table in the small cafeteria. This must be scheduled in advance.

LUNCH ACCOUNTS

Each student has their own lunch number and account. Money may be paid via cash, check, or the online payment link on the school's webpage.

OUTSIDE FOOD

Food brought to school to share with others should be commercially prepared, with ingredients listed on the package, due to food allergies. Please check with your child's teacher before bringing shared snacks.



Field Trips

Field trips are considered an extension of the classroom. The school reserves the right to deny a student a field trip if severe, documented behavioral problems exist and parents have been contacted. Any parent chaperoning a field trip must complete an online volunteer form with I-SS and will be subject to a background check.



Contacting Staff

Classroom instruction will not be interrupted for telephone calls except in an emergency. Please call the main office to schedule an appointment with a teacher, counselor, coach, or administrator, as on-demand conferences cannot be guaranteed.



Money for School Payments

Money for field trips, yearbooks, pictures, etc. should be sent separately from lunch money, in exact cash amounts, as the school does not hold petty cash. Checks must include a phone number. Online payment is available via the piggy bank icon on the school webpage.



Visitors on Campus and Volunteers

VISITORS

All visitors must enter at the front door by the office. All other outside doors remain locked at all times for safety. Visitors must scan their ID, sign in, receive a visitor sticker, and sign out before leaving.

VOLUNTEERS

Volunteers must complete an online volunteer form before assisting; some placements require a background check before entering classrooms. Volunteers should finish by 3:00 PM to sign out before dismissal.

Behavior, Social Norms, & Discipline

At Troutman Middle School, we want all of our students to enjoy their educational experience while feeling safe and comfortable in the school environment. We believe it is important for students to grow not only academically, but in character. This year, TMS is proud to launch Bobcats G.R.O.W., our school-wide Positive Behavioral Interventions and Supports (PBIS) framework.

BOBCATS G.R.O.W.

G.R.O.W. is our school-wide behavioral framework and is focused on academic and personal growth:

G	R	O	W
Grow <i>through the challenges</i>	Respect <i>yourself and others</i>	Own <i>your choices</i>	Work <i>with purpose</i>

School Slogan: "We are Bobcats, our paws leave a mark."

PBIS Motto: "Every Day, Every Class, Every Bobcat G.R.O.W.s."

G.R.O.W. is taught explicitly in the classroom, hallway, cafeteria, and every other space in our building, and all school-wide expectations and consequences connect back to these four pillars.

BOBCAT BUCKS REWARD SYSTEM

Bobcat Bucks

Staff will recognize students who demonstrate G.R.O.W. behaviors with "Bobcat Bucks" tickets that carry real value, just like cash. Students can save and spend Bobcat Bucks at the Bobcat Store for rewards, privileges, and classroom incentives.

- Bobcat Bucks are earned for positive behavior, wise choices, and living out the Bobcat Way. They are never withheld or taken away as a punishment.
- Redirections and consequences stand on their own; students are never denied access to classroom tools or materials (like a pencil) simply because they lack a Bobcat Buck.
- Consistency and enthusiasm from every staff member help our students build the same strong buy-in adults have already shown for G.R.O.W.
- We do accept donations for our PBIS store

UNIVERSAL EXPECTATIONS

All classroom and school rules are aligned to G.R.O.W. and are posted throughout the building. Expectations are explicitly taught and reviewed by teachers in the classroom, hallway, cafeteria, assemblies, restrooms, and on the bus. If students do not adhere to expectations, disciplinary matters are handled in accordance with Iredell-Statesville Schools policy. A detailed list of student infractions can be found in the I-SS Parent/Student Handbook.

Consequences for rule violations vary depending on the severity of the offense, grade level, and repetition. Possible consequences include a verbal reminder, a conference with the student, isolation within the classroom, withholding of privileges, supervised isolation in another classroom, a behavior improvement contract, a parent conference, a conference with a counselor and/or principal, time out, in-school suspension (ISS), suspension from school for the remainder of the day, out-of-school suspension (OSS), possible assignment to alternative school, suspension from the school bus, and notification of law enforcement when needed or required.

IN-SCHOOL SUSPENSION (ISS)

Students whose behavior meets the I-SS code of conduct threshold for in-school suspension will receive alternative instruction in a suspension classroom on campus. In keeping with G.R.O.W., ISS is designed as a restorative space where students reflect on their choices and reconnect with a plan to do better, not simply a room to sit in.

Troutman Middle ISS Rules

1. No hats, cell phones, or school devices are allowed in the ISS room.
2. Students must stay in their assigned area of the ISS classroom.
3. Bathroom breaks are taken as a group; only emergencies allow a separate time.
4. Students must complete a Restore & Return to Learn plan, reflecting on how their choice connected to G.R.O.W. and how they'll Own their next choice, with the ISS coordinator before re-entering the general setting.
5. Silent lunch, with no cafeteria extras; students are escorted to and from the cafeteria and eat in the ISS classroom.
6. Students complete a learning plan to make up missed assignments, signed by the ISS coordinator.

In-school suspension is a disciplinary action and should not be enjoyable for students who earn their time there. Students who refuse ISS rules or disrupt the ISS environment will be sent home to serve the remainder of their suspension off campus. Students serving ISS may not participate in athletic events or practices that day; if there is no competition that day, athletes will sit the next competitive event.

OUT-OF-SCHOOL SUSPENSION (OSS)

Students whose behavior meets the I-SS code of conduct threshold for out-of-school suspension will be excluded from instruction on campus, including after-school extracurricular events, and may not be on any I-SS campus while suspended. In keeping with our G.R.O.W. framework, before an OSS student returns to regular class, the school will host a brief re-entry meeting with the student, parent, and counselor to recommit to Working with Purpose and Owning their choices going forward.

LUNCH DETENTION

Students whose behavior meets the threshold for lunch detention will eat lunch separately from their peers, in the ISS room. Students may not wear hats or bring cafeteria extras into the room during lunch detention.

RESTORATIVE PRACTICES

Students whose behavior meets the threshold for restorative practices will have the opportunity to restore what was damaged through conferences, small groups, or restorative projects directly reinforcing the Respect and Own pillars of G.R.O.W.

BULLYING POLICY

Iredell-Statesville Schools recognizes its responsibility to promote and maintain a healthy, safe, orderly, and caring environment. Bullying behavior is defined as unwanted physical or verbal activity that is intentional, imbalanced, and repeated:

Intentional: a purposeful or hurtful act or behavior

Imbalanced: an imbalance of power (ganging up, or based on race, age, name-calling, gender, size, etc.)

Repeated: the intentional behavior is repeated over time

The five types of bullying behavior are:

1. **Physical:** intentional, imbalanced, repeated hitting, punching, pinching, etc.
2. **Verbal/Social-Relational:** direct insults, put-downs, name-calling, or spreading rumors to damage reputation
3. **Sexual Harassment/Verbal:** continued, unwanted attention of a sexual nature
4. **Sexual Harassment/Physical:** continued, unwanted attention of a sexual nature involving physical contact
5. **Cyber:** verbal, social, or sexual harassment using social media or technology

Consequences for bullying depend on the severity of the behavior and are guided by the established Bullying Consequences Matrix. Anyone who witnesses bullying is strongly encouraged to become part of the “caring majority” and report it to a teacher, counselor, or administrator. Retaliation against anyone who reports bullying is strictly prohibited.

BRINGING ITEMS TO SCHOOL

Students should not bring technology, toys, games, trading cards, iPods, stuffed animals, or other items that could be distracting or unsafe. Staff have the authority to collect any disruptive, dangerous, or inappropriate item and keep it in the office until a parent retrieves it.

CELL PHONE & ELECTRONIC DEVICES POLICY (POLICY #4318)

Phones are available in every classroom and the main office for student and parent communication. Students who bring personal cell phones to school should keep them powered off and stored out of sight at all times during instructional time, per North Carolina state law and district regulation.

Enforcement & Confiscation

- 1st Offense: Device is confiscated and returned to the student at the end of the school day.
- 2nd & 3rd Offense: A parent or guardian must pick up the device from the school office after classes end.
- Repeated Offenses: Result in escalating disciplinary action, ranging up to days of ISS or OSS.

BUS PROCEDURES AND SAFETY

Riding the school bus is a privilege that can be denied if a student disregards the rules, which exist for the safety of all riders. Students being transported are under the authority of the bus driver and must follow his/her requests. A student may be permanently suspended from riding if rules are continually broken; it is the responsibility of the parent/guardian to provide transportation during a bus suspension. No one may board a school bus except school personnel and students; violating this is considered trespassing and punishable by law.

Bus Rules

1. Sit facing forward
2. Speak with low volume
3. Stay in your seat except when exiting
4. Keep hands, feet, and other objects to yourself
5. Remain silent when the driver is backing up

All students practice bus expectations and sign a contract acknowledging that riding the bus is a privilege, and will practice safety evacuation drills within the first 10 days of school. Direct transportation concerns to the Bus Coordinator, Ashley Bova (ashley_bova@iss.k12.nc.us); please do not address concerns directly with the driver, as this disrupts the route.

Bus Stop Safety (bus stops are considered a school site; school-level disciplinary action can apply)

Waiting for the Bus:

- Wait quietly: do not play in the roadway.
- As the bus approaches, stand back and give it room to stop (buses stop 15 feet from waiting students).
- Be at the stop 10 minutes before pickup time; drivers cannot wait for students to leave their homes.

Loading the Bus:

- Cross only when the bus has stopped and the driver opens the door: check traffic both ways, watch the driver's hand signals, check traffic again, then cross.
- Form a single line without crowding or pushing.
- Use the front door only, the handrail, and take steps one at a time, going directly to your seat.

Leaving the Bus:

- Stay seated until the bus stops fully; exit by the front door only, using the handrail.
- If crossing the road, walk far enough ahead to see the driver, check traffic, check hand signals, check traffic again, then cross quickly and safely.
- Never stop in front of the bus; if you drop something, get the driver's attention before retrieving it.



Parent/Student Acknowledgment of Student Handbook

Please detach and return this page to your child's Advisory teacher within the first 10 days of school.



_____ I have read and understand the contents of the Troutman Middle School Student/Parent Handbook.

Student Printed Name and Grade

Student Signature

Parent Signature

Advisory Teacher Signature