



LGMS 2023-2024 Frequently Asked Questions

- **When is Open House? What should I expect?**

Open House is on Monday, **Jul 31, 2023** from 2:00 - 5:00 PM. On Monday morning, your student's schedule will be available via the Parent Portal. We suggest taking a screenshot of the schedule to bring with you to Open House to save the wait in line for a printed schedule, but printed schedules will be available in the Gym if you are unable to access the online version. Be sure to visit MySchoolBucks to purchase the Locker/School Spirit Shirt for this school year. Tables will be available in the school commons for support with MySchoolBucks and Transportation.

- **Do I need to purchase the Locker Bundle?**

Yes. All students will need to purchase a Locker this school year. After August 21, 2023, we will no longer allow bookbags to be carried around campus, and bags may not be stored in classrooms. *Please note: clear bookbags are NOT required in HCS.* Students will store their bookbags and cell phones in their lockers. Please visit MySchoolBucks to purchase the Locker Bundle. We will have a table available to help with this purchase in the School Commons during Open House.

[Click Here to Purchase Locker Bundle](#)

Locker times are as follows:

- ***First Locker Break:*** During homeroom students need to use the assigned locker to secure belongings.
- ***Second Locker Break:*** Grade Level/Team will determine.
- ***Final Locker Break:*** During 6th period students need to use the assigned locker to retrieve belongings.

Note: Students who bring lunch may keep their lunch bag with them.

**Lockers are property of the school and may be opened by a school official without the permission of the individual student. Students to whom lockers are assigned will be subject to disciplinary action and may be suspended or expelled if the locker contains weapons, drugs, or other unauthorized material.*

- **What are the school hours this year?**

All HCS middle schools will operate from 9:00 am - 4:00 pm. Doors will open at 8:15 am for students to enter. Students will go to their homeroom upon arrival, unless they need to stop in the School Commons for breakfast. Breakfast will close at 8:55am with the exception for late bus riders.

- **What if I need my child to come to school before 8:15 am?**

There is a Before School Enrichment Program run by HCS which begins at 7:30 am. Students must register for the program prior to attending, and the cost is \$25 per week paid through MySchoolBucks. Please register using the [LGMS Before School Enrichment Program Enrollment Form](#). Students who are enrolled in this program



will enter the building using the side doors on the bus lane nearest the Media Center. For any questions, we will have a table at Open House or you can contact the BSEP Director, Ms. Cynthia Greene at cgreene@henry.k12.ga.us.

- **What are the drop-off and pick-up locations for car riders?**

All car riders will be dropped off in the front of the building. 6th and 7th grade car riders will be picked up at the front of the building at 4:05 pm, and 8th grade car riders (with siblings) will be walked up to the High School to be picked up in the High School front parking lot car rider line at 4:05 pm. Individuals picking up students are required to have a LGMS Car Rider tag. Please register for the tag using the [2023-2024 LGM Car Tag Request Form](#). There will be a table in the School Commons during Open House to pick up tags.

- **What are the guidelines for car riders?**

Pull up as far as possible. This will allow us to load several students at a time. Please do not take this time to conference with teachers. Please make an appointment with the teachers for another time. **All students must be picked up from the carline. They will NOT be allowed to walk across to the parking spaces for safety reasons. All students must be picked up by 4:20 p.m.**

- **What if my child is a bus rider?**

Bus riders will be dropped off in the bus lane near the School Commons. Please be sure to note your need for HCS Transportation when you confirm your online registration via the Parent Portal. Please see the [Henry County Edulog](#) site for bus stop information. There will be a table in the School Commons during Open House to assist with any transportation questions.

- **May I eat lunch with my student?**

Lunch visitors are allowed, and will have the opportunity to join their student in the front lobby for lunch. Any lunch visitor must be added to your student's Infinite Campus account. Please note that you may eat lunch with your student only. Outside food cannot be eaten in the School Commons, and we do not allow food deliveries to the school via UberEats, GrubHub, etc.

- **How do I ensure that I receive important communication from LGMS?**

Communication will be shared regularly using the contact information located in the Parent Portal. Calling posts, emails, and text messages will provide up-to-date information regarding important LGMS news, student grades, and individual student messages. You will also be able to access your child's grades using the Parent Portal. Please be sure to note your preferred method of communication in the Parent Portal. We will also use our Facebook and Twitter accounts as well as our LGMS website to provide information.



- **What are the dress code requirements at LGMS? Will my child be required to dress out for PE?**

According to the [HCS Student and Parent Handbook](#), any dress code violations will necessitate your student calling for change of clothing. If a change of clothing cannot be provided, your student will be assigned ISS for the remainder of the day. Be sure that there are no holes/rips above the knee on pants, and that clothing is neither too tight nor too loose. This year, students will be required to wear sneakers for PE, and it is highly recommended that students dress out.

- **Are there any notable changes to the HCS Code of Conduct?**

Yes, please note the following notable changes to the HCS Code of Conduct and discuss them with your student.

- **Bus Conduct:** The first bus referral results in a minimum of 3 days suspension from the bus (*student may attend school using home transportation*). After a 3rd Bus Referral, a student may be taken to a Disciplinary Hearing and suspended or expelled from the bus.
- **Level 2 Offenses:** Any Level 2 offense carries a minimum consequence of 3 days of Out of School Suspension. Two Level 2 offenses will send a student to a Disciplinary Hearing.
- **Level 2: Fighting:** This year, fighting carries a first offense consequence of 5 to 7 days of Out of School Suspension for the first offense. If there is a 2nd fight, the student will be taken to a Disciplinary Hearing. Spitting is now included under fighting.
- **Level 2: Verbal Abuse:** Verbally abusing others, including but not limited to, threats or intimidation, including but not limited to use of profanity towards others, use of slurs or acts of bigotry related to or directed toward another person's race, ethnicity, national origin, religion, age, sex, gender, gender identity, sexual orientation, physical characteristics or disability.
- **Level 2: Drugs:** Possessing, using selling, buying, giving away, bartering, exchanging, receiving, or being under the influence of any substance or chemical that is mood altering when taken that has not been prescribed to the student taking the substance or the chemical, or any illegal drug or narcotic as defined by the Official Code of the State of Georgia. Mood altering substances or chemicals may include but not limited to hemp products, cannabis or cannabidiol (CBD) oil, Delta variants, THC variants, synthetics and substances represented as drugs.
- **Level 3: Terroristic Threats:** A terroristic threat is any threat through written or verbal language or act which creates a fear of harm and/or conveys a serious expression of intent to harm, to commit any act of violence or to burn or damage property. (see Handbook for additional description) The minimum consequence for this offense is a Disciplinary Hearing.
- **Level 1: False Information:** This now includes academic dishonesty /cheating.



- **NEW Level 2: Trespassing:** Entering or remaining on a public school campus or school board facility without authorization or invitation and with no lawful purpose for entry. (This also applies to students who have been suspended Out of School but show up to campus.)

- **What schedule will students follow?**

6th		7th		8th	
8:15 - 9:10	Homeroom, Lockers, RR	8:15 - 9:10	Homeroom, Lockers, RR	8:15-9:10	Homeroom, Lockers, RR
9:10 - 10:00	1st Period	9:10 - 10:00	1st Period	9:05 - 10:00	1st Period
10:00 - 10:03	Transition to 2nd Period	10:00 - 10:03	Transition to 2nd Period	10:00 -10:06	Transition to 2nd Period
10:03 - 11:28	2nd	10:03 - 10:58	2nd	10:06 - 11:01	2nd
10:53-11:26	Lunch	10:58 - 11:03	Transition to Connections	11:01-11:05	Transition to 3rd
11:28 - 11:31	Transition to 3rd	11:03 - 12:23	Connections	11:05 - 12:35	3rd
11:31 - 12:24	3rd Period	12:23 - 12:28	Transition to 4th	11:26 - 12:09	Lunch
12:26 - 12:29	Transition to 4th	12:28 - 1:58	4th	12:35 - 12:40	Transition to Connections
12:32 - 1:24	4th Period	12:35 - 1:11	Lunch	12:40 - 2:00	Connections
1:24 - 1:34	Transition to 5th/Lockers	1:58 - 2:01	Transition to 5th	2:00-2:04	Transition to 5th
1:34 - 2:29	5th Period	2:01 - 2:56	5th	2:04 - 2:59	5th
2:29 - 2:34	Transition to Connections	2:56 - 3:00	Transition to 6th	2:59 - 3:03	Transition to 6th
2:34 - 4:00	Connections	3:00 - 4:00	6th / Locker	3:03 - 4:00	6th / Locker

- **Why is the front door locked?**

For the safety of all students and staff in the building, all exterior doors will remain locked. The front office will respond to any visitors using our camera system located at the front door. We appreciate your support as we keep everyone safe.

- **What is the latest checkout time for the day? Who can check out my child?**

The latest time to check out a student is 3:15 p.m. **For the safety and security of all LGMS students, if you are checking a student out, you must be prepared to do the following:** (1) Show a valid photo ID AND (2) Must be listed in Infinite Campus. If you need to update your Infinite Campus information, please use the Infinite Campus Parent Portal. If you do not have a valid photo ID and are not listed in the student's Infinite Campus information, you will NOT be allowed to see or check out a student for ANY reason. **Check out will be conducted in the lobby entrance of the school.**

- **Will my child be able to walk to the high school for athletic events?**

Students are not allowed to walk to the high school for after school events to be a spectator at the event (i.e., football games, baseball games, etc.). All students must go home their normal way and then be brought to the event by parent/guardian. *Please note, Middle School students will not be allowed entry at High School events without a Parent/Guardian.*

- **What is the procedure for change of transportation?**

Per the HCS Transportation Department, there will be no change of transportation for buses at this time. We will provide additional updates as we receive further guidance.

All change of transportation notes should include the following: date, student's full name, complete explanation of the change of transportation (from bus rider to car rider), parent or guardian signature, and one or more numbers where the parent or



guardian can be reached to approve transportation change. **The student is responsible for communicating the change of transportation to the front office by 10:00 a.m. for transportation to be verified. Email, fax, or phone request for change of transportation will not be accepted.**

- **What is the process for using the restroom?**

Students can use the restroom at any time throughout the day. Each classroom has one hallway pass to use during class time. Students will sign in/sign out when leaving or entering the classroom. In the mornings prior to first period, the grade-level restrooms will be open on the hallways. Students will also have a class restroom break during Lunch and Connections.

- **What if my child needs medication at school?**

When students must take medicine at school, parent/guardian must make an appointment to bring all medicine and related equipment to the clinic/clinic aide. The parent/guardian must complete a Student Health and Medication Authorization Form (this form is available on our website). Medication cannot be given without written permission and instructions from the parent/doctor. **Please do not send medication to school by students. All prescription and over-the-counter medicine must be kept in the school clinic.** Students are subject to disciplinary action, (i.e., in-school suspension, short-term suspension, long-term suspension, or expulsion), if they possess medicine at school without the doctor's consent (including inhaler and EpiPen). This includes distributing the medicine to other students and/or using the medicine in a manner that is not prescribed. See student and parent handbook for details.

- **What is the expectation for cell phone use during the school day?**

According to the [HCS Student and Parent Handbook](#), cell phones are a violation of the Code of Conduct and should not be out at school or on the school bus. This is a level 1 violation and the Handbook states- "unauthorized possession, displaying and using a cell phone, pager, or other electronic communication devices during the school day without the consent of the principal or her designee." If a student does not comply with the cell phone expectation, it will result in disciplinary action. *Please note that there is also a Level 2 Violation for Violation of Electronics and Technology Policy.*

- **What is the attendance policy?**

LGMS will excuse three absences with a parent note due to illness. After three parent notes are received, medical documentation (doctor's note) is required for the absence to be counted as excused. Students who have more than five (5) unexcused absences during the school year will be considered truant. Students are expected to attend all scheduled classes on time and each day. **On the FIRST DAY students return to school from an absence, parents/guardians should send email to LGAttendance@henry.k12.ga.us explaining the reason for the absence.** The email should include the date(s) of the absence, the reason(s) for the absence, and the signature of the parent or of the doctor who treated the student. If the student is frequently absent and tardy, the counselor may ask the parent to provide more information. See student and parent handbook for details.



- **How do I set up a teacher conference?**

Contact your child's teacher to set up a conference. Conferences may be conducted virtually or in person. Conferences may also be scheduled via the Grade Level Chair.

6th Grade: Mr. Greer steven.greer@henry.k12.ga.us

7th Grade: Ms. Engelbracht abigail.engelbracht@henry.k12.ga.us

8th Grade: Mrs. Spainhour carrie.spainhour@henry.k12.ga.us

- **My child's Chromebook was repaired over the summer, when will they get it back? My child does not have a Chromebook, when will they get one?**

All HCS students have an HCS issued Chromebook. Students should let their homeroom teacher know if they do not have a Chromebook. Teachers will speak to IT to ensure students have a device. Students may only use a school-issued device when on campus for school-related purposes.

- **Will students eat breakfast and lunch in the cafeteria?**

We offer breakfast and lunch in the cafeteria. If a free or reduced lunch form is needed, the form may be accessed online. [2023-2024 Free & Reduced Meal Application](#) Instructions can be accessed by clicking the link. Online Free & Reduced Meal Applications for SY 2023-2024 will be available July 15th in Infinite Campus Parent Portal as well. Meals will be Grab-and-Go for breakfast. Students will eat lunch in the cafeteria.

School Meal Prices	School Breakfast	School Lunch
Students Grades K-5	\$1.25	\$2.50
Students Grades 6-12	\$1.25	\$2.60
Student Reduced-Priced Meals	\$0.30	\$0.40
Student Second Meals	\$2.25	\$3.50
MILK ONLY	\$0.50	\$0.50
Adult Meals	\$2.25	\$3.50

- **How does my child pay for breakfast and/or lunch?**

Henry County Schools will implement a new, advanced technology and online payment system, Titan Family Portal, for School Year 2023-2024. [Families must create a new account using the Titan Family Portal](#) . MySchoolBucks will no longer offer this function for school meal payments. Titan will be available beginning July 15th for parents to create accounts and fund for the upcoming school year. All account balances will be transferred.