
TOMMIE and BOBBIE CLACK MIDDLE SCHOOL



Campus Guide

Address: 1610 Corsicana Ave, Abilene, TX 79605

Phone #: (325) 692-1961

Website: <https://www.abileneisd.org/clack-middle/>

Social Media URLs

Facebook: www.facebook.com/ClackCards

Twitter: @ClackCardinals

Instagram: @ClackCardinals

Clack Administrative and Support Staff

Please dial the main campus phone number and we will gladly direct you to the appropriate staff member:

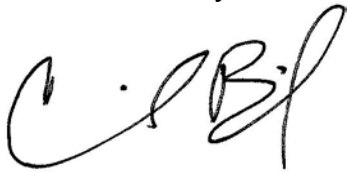
Principal	Christopher Bailey, Ed.D.
Assistant Principal - 6 th Grade	Teresa Luna
Assistant Principal - 7 th Grade	Gretchen Reicheneker
Assistant Principal - 8 th Grade	Justin Rosenquist
Instructional Specialist	Julie Parrott
Counselor (Last names A-L)	Brittney Harmon
Counselor (Last names M-Z)	John Phillips, Ed.D.
Campus Secretary	Kayla White
Attendance Secretary	Jennifer Vinson
Registrar	Wendy Cripps
Nurse	Marla Bunnell
Student Resource Officer	Cody Josselet
Boys' Athletic Coordinator	Rode McElreath
Girls' Athletic Coordinator	Jody Anderson
Band	Pearl Gonzales & Lance Mosley
Choir	Benjamin Hinkie
Orchestra	McKenzie Rangel
Theater Arts	Lindsey Harlan
LRC	Renee Cobarruvias

Dear Clack Students and Families,

It is my honor to welcome you to Clack Middle School. Whether you are a returning student or new to the Clack Community, the staff is excited about learning with you. This campus guide serves as an introduction to Clack Middle School and I look forward to connecting with you throughout the school year. At Clack Middle School, we will create a safe, exciting, and engaging environment for you to learn.

I challenge you to get involved in one of our many clubs and organizations where you will meet the best teachers and coaches who are excited to support you and your growth in all of the areas that interest you. I take pride in seeing our Clack Cardinals learn and grow. Check out the campus website, Facebook, Twitter, and Instagram to see all the great things happening at Clack Middle School. I look forward to meeting you and working with you to make Clack Middle School the very best middle school in town!

In service to you,

A handwritten signature in black ink, appearing to read 'C. Bailey', with a stylized flourish at the end.

Christopher Bailey, Ed.D.

Abilene ISD Vision

Inspired, skilled, engaged and empowered students make a difference in the world

Abilene ISD Mission Statement

AlSD engages and empowers each student to be contributing, responsible citizens who reach their full potential through relevant, innovative and rigorous learning experiences.

School Colors

Red & Black

School Mascot

Cardinal

The School Day

The school office is open from 7:30 a.m. until 4:00 p.m. The student tardy bell rings at 8:15 a.m. and dismissal is at 3:40 p.m.

Conduct

At Clack, Our Goal is to help students learn to work with staff and students as young adults in a professional setting. Language, dress and conduct should reflect professional expectations. In addition, we believe that a growth mindset for oneself and others allows students and staff to grow and become better through effort in all areas of school: academic, athletic, musical, relational or personal. We strive to help each other grow by expecting, communicating and applying excellence in all our endeavors. Foul language and in-appropriate behavior will be addressed, redirected and may have disciplinary consequences. Behavior that causes a student or adult to feel physically or emotionally unsafe is not acceptable at Clack.

Bullying of any kind will not be tolerated at Clack Middle School. It is each person's responsibility to create a safe and inclusive learning environment. We encourage students to report bullying through the online form or to any campus adult.

Behavior Coordinators

Mrs. Teresa Luna

Mrs. Gretchen Reicheneker

Mr. Justin Rosenquist

School Resource Officer

Cody Josselet serves as the Student Resource Officer for Clack Middle School. He supports a positive and safe learning environment for all students and is available any time a student feels unsafe or would like to visit about campus safety.

Morning Arrival

Student supervision will be available beginning at 7:30 a.m. each school day. All students eating breakfast will report directly to the cafeteria. For students not eating breakfast, 6th grade students will report to the cafeteria while 7th and 8th grade students will report to the gym. The main doors by the office on the east side and the cafeteria doors on the west side will be the only doors open for morning entry.

School Dismissal

Students should vacate the building immediately after the 3:40 p.m. bell unless they are attending tutorials, detention, athletics, or fine arts activities. Upon dismissal from school at 3:40, all students riding the bus will report to the cafeteria to wait for their buses. Students walking home should exit the closest door to their classroom and continue to walk on the sidewalks to be off campus by 3:45 pm. For student safety, students waiting for a ride after 3:50 MUST move to the front of the school by the main office.

Staff will supervise students at the front of the building until 4:00 pm. Please arrange for students to be picked up as close to dismissal at 3:40 p.m. as possible and call the office if there is an emergency that we need to communicate to your child.

If you are a parent who picks up a child after school in the front circle drive, please pull all the way forward. Cars should line up at the farthest right lane available and the left lane should be for passing only. Do not block the drive or others passing to the left. Please observe students crossing in front of the school and yield to them.

Visitors to Campus

When visiting campus, please park in one of the designated parking spots for visitors and enter the building through the main entrance by the main office. To maintain safety, anyone entering the building that does not attend Clack Middle School will be asked to present identification and undergo a safety verification. The visitor's driver's license will be held at the office while they are on campus. A visitor's pass will be issued and must be worn while on campus. Visitor passes must be turned into the office upon leaving, and the visitor's driver's license will be returned. Anytime during the school day (before/after school) visitors must first report to the front office.

Visits to individual classrooms during instructional time are permitted only with approval of an administrator and teacher and only so long as their duration or frequency does not interfere with the delivery of instruction or disrupt the normal school environment.

All visitors are asked to demonstrate the highest standards of courtesy and conduct while attending all campus functions.

Reporting Absences

Regular school attendance is essential for the student to make the most of their education—to benefit from teacher-led and school activities, to build each day's learning on the previous day's, and to grow as an individual. When a student must be absent from school, parent contact is essential – please call the school office with the reason for the absence. When a student returns after a doctor's appointment, please provide a note from the doctors' office to ensure accurate attendance coding.

Tardies

Students have the responsibility to be on time to all their assigned classes. Integrity of instruction is important at the beginning of class and being late disrupts learning for the student who is tardy and those participating in class. Repeated failure to be on time to class will result in progressive disciplinary consequences set forth by the campus principal and assigned by campus administrators.

Students who are late to the first period of the day must come to the front office and get an admit slip before they will be allowed to enter their first period class. Following the state 90% rule, students who are more than 10 minutes late for the start of the school day will receive an unexcused absence for that class period unless they have a doctor's note. First period tardies will affect state attendance laws and students may be assigned Saturday school or other actions by the attendance committee.

Release and Return of Students During the School Day

All persons arriving on campus before 3:30 p.m. to take a student from campus must provide a valid ID and sign out the student before the student will be asked to leave class.

To ensure student safety and provide maximized learning time, a student will not be called out of class until the parent/guardian arrives at the attendance office to sign him or her out. Please plan on time to allow for the front office to do a required ID check and for the student to travel to the office once you are on campus. After 3:30 p.m., all students will be dismissed through normal dismissal procedures.

No student may leave school without first securing a permit to leave from the office. If a student becomes ill during the school day, the student should receive permission with a written pass from the teacher before reporting to the school nurse. If the nurse identifies a medical conditional requiring further medical attention or removal from school (fever, diagnosed illness) they will contact the student's parents and arrangements will be made for the student to go home. If the nurse sends a student home, it is recorded as a medical absence.

School Communication

Clack Middle School seeks to communicate with parents through multiple mediums. You can expect to hear from teachers and administrators via email and phone call to receive updates on student progress. You can also learn about campus activities and special events through the campus social media platforms outlined at the beginning of this Campus Guide.

Lunch Procedures

We will be using an A & B lunch system for all grade levels. "A" lunch student will go to lunch first followed by "B" lunch students. These lunches will be assigned based on the students' teachers. During their lunch period, students are to be in the cafeteria. No students will be permitted to leave the cafeteria area or school grounds without permission. Students will not be permitted to enter the academic wing during their lunch unless a teacher escorts them from the cafeteria. Below is the following schedule for lunches.

6th Grade	7th Grade	8th Grade
"A" Lunch: 10:41-11:14	"A" Lunch: 11:33-12:06	"A" Lunch: 12:21-12:54
"B" Lunch: 11:04-11:34	"B" Lunch: 11:56-12:26	"B" Lunch: 12:44-1:14

Lunch Delivery and Visitors

Clack Middle School welcomes family members to eat lunch with their child on most days. The campus will be closed to visitors on campus-wide testing days. All lunch-time visitors should follow campus check-in procedures and the front office staff will assist you in attending lunch. If you would like to bring outside lunch for your child, you may do so. No outside food or drink, however, may be given to any other student.

Contacting the Teacher

Frequent communication with teachers is a great way to maintain academic progress. Please reach out to teachers via email or phone call any time that you have questions regarding class instruction. You can also expect to receive frequent communication from your child's teachers about class activities and assignments.

Conferences

To request a conference with your child's teachers, contact the front office and the front office will connect you with the school staff to help you with this request.

School Nurse

Below are some guidelines to follow for determining student attendance when ill.

- Your child should be free of fever (without using medication) for 24 hours before returning to school.
- If your child has been vomiting and/or has been having diarrhea s/he needs to stay home for 24 hours after the last episode.

Please help protect your child and the other children at school by following these guidelines. We appreciate your call when your child is home due to illness or accident. If you have any questions, please feel free to call the front office and they will connect you with the nurse.

Children who are on medication that must be taken at school are required to have a written request form filled out by the parent or guardian with the full instructions on how the medication is to be administered. The medication must be in a container labeled by the pharmacist and marked with the patient's name, directions concerning dosage, and the name of the drug. These medications must be kept in the clinic and will be dispensed by the nurse or, if she is not available, a trained designee.

Learning Resource Center

- The Learning Resources Center (LRC) is designed to promote learning and to enrich the lives of students. The LRC houses both print books and magazines and non-print materials, such as computer software and audio-visual software. The LRC is a great place to go for additional information about your studies as well as for recreational reading materials. The following guidelines will help make the LRC an important part of your school life at Clack.
- LRC hours are from 8:15 to 4:00 each day. The librarian and eighth-grade library aides are available to assist students. Students who come to the LRC with a pass must sign in and sign out.
- Students will use their student ID number to check out books.
- Sixth-grade students are limited to two books during the first six weeks. Other students may check out as many as four items at one time.
- Books are checked out for at least two weeks. CD's, MP3's, and E-Books are also available for some books and are checked out for two weeks. Magazines are checked out for one day and are in a folder; they must be returned in the same folder.
- Fines will not be charged for overdue items. However, a student who has an overdue item cannot check out any other items until his/her record is clear. If additional time is needed, books should be renewed.
- If a student loses or damages a library item, he/she must pay for the item. The charge for a lost or badly damaged book is the cost of the book. The charge for a lost or badly damaged magazine is the cost of the magazine. The cost will be refunded if the item is found and in satisfactory condition.
- Students may participate in several reading programs and can find more information about this program by visiting the LRC.

Student Email Account

Each student will be issued a school email account through Gaggles for school related communication. For password support, students may ask any of their classroom teachers.

Online Grade Reporting

Visit the abilineisd.org website and click on the “Grades” button to view grades online. Students can ask any school staff for support with online grade reporting.

Xello

Xello is an online program that helps both middle and high school students plan for future success. Xello allows students to take in-depth career, personality, and learning-style assessments, explore a comprehensive database of careers, schools, and programs, participate in interactive lessons, and utilize high school course planning tools to make course selections and develop four-year plans.

PTO/Booster Clubs/Volunteering

Parent involvement is critical to the Clack Community. Please visit the front office or the activity sponsor of the organizations your child is a member of to get involved in supporting your child.

BELL SCHEDULE CLACK MIDDLE SCHOOL

6th Grade	7th Grade	8th Grade
1 st : 8:15-9:00	1 st : 8:15-9:03	1 st : 8:15-9:03
2 nd : 9:03-9:49	2 nd : 9:06-9:52	2 nd : 9:06-9:52
3 rd : 9:52-10:38	3 rd : 9:55-10:41	3 rd : 9:55-10:41
A Lunch: 10:41-11:14	4 th : 10:44-11:30	4 th : 10:44-11:30
(A)Advisory: 11:17-11:37	A Lunch: 11:33-12:06	5 th : 11:33-12:18
(B)Advisory:10:41-11:01	(A)Advisory: 12:09-12:29	A Lunch: 12:21-12:54
B Lunch: 11:04-11:34	(B)Advisory: 11:33-11:53	(A) Advisory: 12:57-1:17
4 th : 11:22-12:11	B Lunch: 11:56-12:26	(B) Advisory: 12:21-12:41
5 th : 12:14-1:02	5 th : 12:29-1:14	B Lunch: 12:44-1:14
6 th : 1:05-1:54	6 th : 1:17-2:03	6 th : 1:17-2:03
7 th : 1:57-2:46	7 th : 2:06-2:52	7 th : 2:06-2:52
8 th : 2:49-3:40	8 th : 2:55-3:40	8 th : 2:55-3:40

Late arrival or early dismissal schedules will be communicated as they arise.