

Journey Middle School



Student and Parent Handbook

2025-2026 School Year

Where Learning is a Journey, Not a Destination

Welcome to Journey Middle School! We are excited to welcome students to the JMS Family. We look forward to working with our students and families this school year. Please feel free to contact us with any questions.

Administration

Principal – Dr. Treva Stewart

Assistant Principal – Mr. Corey Jones

Assistant Principal – Mrs. Tabitha Odom

Assistant Principal – Mr. Ben Smith

Bookkeeper – Ms. Chanda Weaver

Cafeteria Manager – Mrs. Erica Bissett

Counselor (Last Names A-L) – Mrs. Macy Smith

Counselor (Last Names M-Z) - Ms. Jessica Lockett

Instructional Partner - Mrs. Sarah Pepper

Math Coach - Mrs. Jennifer Williams

Media Specialist – Ms. Chelsea Young

Nurse – Mrs. Novella Wilson

Receptionist – Mrs. Jennifer Williams

Registrar and Attendance Officer – Mrs. April Cole

Secretary – Mrs. Paige Robinson

School Resource Officer – Officer Jared Wirtz

Our office hours are Monday-Friday, 7:30 a.m. – 3:45 p.m.

Phone: 256-774-4695

Text to Protect: 256-604-2345 or texttoprotect@gmail.com

www.211.org or **211** from the phone to get connected/help

Please take note of the following policies and procedures. Journey Middle School adheres to the [Madison City Schools' Complete Policy Manual](#) and the [Madison City Schools Code of Conduct](#), and [the Madison City Athletic Handbook](#).

Journey Middle School is dedicated to creating a safe and secure environment for its students, faculty, and staff. If your student sees, hears, experiences, or feels something is wrong, they can complete the [Journey Say Something Google Form](#), which will alert a Journey administrator immediately. Additionally, we have a Madison City Police School Resource Officer, Officer Wirtz, on campus, as well as a Southern Jam Security Guard.

Important Calendars and Schedules

- [MCS 25-26 School Calendar](#)
- [MCS 25-26 Grading Calendar](#)
- [MCS 25-26 State Testing Calendar](#)
- [25-26 JMS Weekly Rotations & Daily, Advisory, & Final Exam Schedules](#)
- [MCS i-Ready Testing Windows](#)

Final Exams

All students are required to take final exams, and attendance is vital. Please review our JMS Fall Exam and Spring Exam schedules. Please make travel arrangements after these dates, as early exams are not given. If the parent or guardian contacts the principal to make arrangements, any missed exams will need to be taken at a later time if the absence is excused. Students with unexcused absences will receive a "0". These tests will impact the students' grades.

- [Fall Final Exam Schedule](#)
- [Spring Final Exam Schedule](#)

Course Fees & Extracurricular Fees

The JMS online payment system can be accessed through the students' [PowerSchool Portal](#) on the web, not the app. If you use a mobile device, please use a mobile browser like Google or Safari, and ensure your cache is cleared to access the site. See the graphic below for instructions. Here are the [Journey Middle Course Fees](#). **Course Fee sheets will be distributed to students in early August, after all schedule changes have been finalized.** The only fees we are currently accepting are our \$25.00 General Fee and the \$25.00 2025-2026 PE uniform fee.

You can now pay the \$25.00 General Fee and \$25.00 2025-2026 PE uniform fee. This year's PE uniform consists of a gray t-shirt and gray shorts featuring purple lettering. All PE uniforms will be distributed to students during their PE class.

How to Pay Course Fees

Step 1: Log in to PowerSchool via an internet browser such as Safari or Google Chrome. If you are using a mobile device and receive an error message, ensure that you have cleared your browser's cache.

Step 2: Locate the stack of coins icon on the left-hand side of the page, labeled "Balance". Next, click "Make A Payment" under Other fees.

Meal Transactions - Current Balance: \$0.00

Date	Time	Net	Balance	Description
------	------	-----	---------	-------------

Fee Transactions - Current Balance: \$153.00

Date	Time	Fee Type	Description	Fee	Paid	Balance
08/01/2024	10:38 AM	Class Fee	Physical Science	5.00	0.00	5.00
08/16/2024	03:27 PM		Driver & Traffic Safety Fall	30.00	0.00	30.00
01/07/2025	10:38 AM	Class Fee	AP Precalculus	20.00	0.00	20.00
01/07/2025	10:38 AM	AP Exam Fee	AP Precalculus Exam	98.00	0.00	98.00
Totals:				153.00	0.00	153.00

More Fee Information

Lunch:

- Child Nutrition page located at: <https://www.madisoncity.k12.al.us/domain/129>
- Make a lunch payment, click on the link: <https://www.madisoncity.k12.al.us/Page/3403>
- To view the current lunch menus, click on the link: <https://www.madisoncity.k12.al.us/Page/3656>

Other Fees:

- Make a payment (other than lunch), click on the link: [Make a Payment](#)

(ie: Field Trips, Book Fees, Club Fees, Library Fees, Extended Day, any other School Fees)
Please note: Updates to balances will not be immediate. Any questions, please contact your child's school.

Step 3: You will be directed to the Eschool Payments website. Choose "Proceed to payment Pages," and you can pick from Journey Middle School for school fees and/or Journey Middle School Extracurricular Activities.





eSchool Payments

Please choose from one of the following schools...

LIBERTY MIDDLE SCHOOL - EXTRACURRICULAR ACTIVITIES		MIDDLE SCHOOL SUMMER SCHOOL 2025	
BOB JONES HIGH SCHOOL	DISCOVERY EXTRACURRICULAR ACTIVITIES	MILL CREEK ELEMENTARY	
MIDTOWN ELEMENTARY	HERITAGE ELEMENTARY	COLUMBIA ELEMENTARY	Horizon Elementary
JAMES CLEMENS 2025-2026	JCHS EXTRACURRICULAR ACTIVITIES	MADISON ELEMENTARY SCHOOL	
Transportation Payments	Central Office Payments	RAINBOW ELEMENTARY	Summer Camp Registration
Rising 6th Grade Book Order	West Madison Pre-K Center	Journey Middle School	
JOURNEY MIDDLE SCHOOL - EXTRA CURRICULAR ACTIVITIES			

Advisory

Our Advisory schedule will occur weekly on Tuesdays. Students will meet with their Advisory teachers to focus on the Positivity Project (P2) grade-level adapted curriculum, which fulfills our character development requirements as outlined by the Alabama Department of Education. The Positivity Project focuses on building positive relationships with the *"Other People Matter"* mindset: identifying and appreciating the good in others, recognizing that our words and actions have an impact on others, supporting others when they struggle, cheering others' successes, and being present and giving others our undivided attention. Here are the character strengths we focus on: [P2 Character Strengths](#).

Absence/Tardy Procedures

Alabama state law requires that students be present during school hours. Parents will be notified of student absences by an automated email and by written notification according to the following guidelines:

- An automated email will be sent after each absence, and a letter will be sent home after a student has accumulated five unexcused absences.
- After the seventh unexcused absence, the system's attendance office will petition the District Attorney's office.

All parent and doctor absence notes should be uploaded through our [Attendance/Tardy Excuse Droplet Link](#). Please ensure that you complete all required information, select your reason, and upload your excuse. Parents will receive a confirmation email from Droplet indicating whether their absence has been approved. Please allow 48 hours for a response. **Please check PowerSchool to ensure your excuse note has been coded correctly. We will not accept excuses by any other means, and notes will not be accepted outside the MCS Board Policy three-day window.**

As a reminder, students in secondary schools are allowed to be excused on a parent's note five days per semester. If the school needs clarification on a message, you may be asked to bring an original copy of the doctor's note to the school. If a child is absent for more than 18 days, whether the absences are excused or unexcused, the Alabama State Department of Education considers them chronically absent. Points are deducted from the school's A-F Accountability Report Card for each child who has 18 absences or more per school year, regardless of the reason for the absences.

The school administration monitors tardiness. It is essential that your child is present at the beginning of the school day, and instruction begins at 8:15 a.m. Students' tardiness to school should be signed in at the front office by a parent. After the third unexcused tardiness to school, it should be addressed in accordance with Alabama law. Code § 16-28-2.2 of the Alabama Code requires that the Principal or their designee schedule a conference with the legal custodial parent to address parental responsibility for the student's regular and punctual attendance. Excessive tardiness will be addressed as truancy, and the Madison City School policy for truancy will be followed.

Per Madison City Schools' Policy 6.01.4, absences, tardies, and early checkouts will be excused for the following reasons: 1. Personal Illness 2. Hospitalization 3. Emergency 4. Death in the immediate family 5. Court subpoena 6. Religious holidays 7. Absences approved by the principal (to include out-of-school suspension). See Policy 6.18 Student Suspension (including Students with Disabilities).

JMS Tardy to Class Procedures: Students are expected to arrive on time for each class. In the event students are late to class, teachers will follow the *JMS Tardy to Class Procedure*.

Step 1: 1st and 2nd unexcused tardy = Teacher conference with student and email to the parent.

Step 2: 3rd unexcused tardy = 1 day of detention (Teacher contacts the parent to schedule the detention; detentions are served Wednesday morning before school or Wednesday afternoon after

school.)

Note: Communicate with parents regarding the 4th and 5th occurrence of tardiness.

Step 3: 6th unexcused tardy = 2 days of detention (Teacher contacts the parent to schedule the detention; detentions are served Wednesday morning before school or Wednesday afternoon after school.)

Step 4: 9th unexcused tardy = 1 day of ISS

Note: The procedures reset to step one after the 9th tardy during the same quarter.

Checking In/Out Procedures

Students who check in to school after the tardy bell must have a parent come to the office to sign them in, unless the student has a doctor's note. Students who walk or bike to school must have a note from a parent when checking in tardy. A pass to enter the classroom will then be issued.

When checking out a student, parents should not call the office and ask that the student wait in the office. We can only call for the student once parents or approved emergency list contacts are here to pick them up. Students will only be allowed to check out with people on their emergency contact list. **All check-outs must occur before 2:30 p.m.**

Cheating/Plagiarism

A student who cheats will not receive credit for the work in question. If any other student has cooperated in cheating, that student is also considered to have cheated and will not receive credit. Students who cheat will also be subject to disciplinary consequences, as outlined in Section XXII of the Madison City Student Code of Conduct. Cheating is defined to include, but is not limited to:

- (a) copying someone else's work in or out of class, and identifying and submitting it as your own
- (b) failing to quote and/or list appropriate citations for material derived from published sources (including the Internet) and identifying and submitting it as your own
- (c) The use of unauthorized notes, other materials, or assistance during the accomplishment of graded work in or out of class
- (d) any other situation in which the student attempts to or accepts credit for work not his or her own.

Artificial Intelligence Acceptable Use Policy (Madison City Policy)

Madison City Schools acknowledges that technology is ever-changing and has a tremendous impact on our global society, local community, and classrooms. Artificial intelligence (AI), including generative forms of AI, is becoming more of a part of our everyday lives. It is our responsibility to educate and train students to utilize AI in an ethical and educational way.

Therefore, Madison City Schools is not banning the student or teacher use of AI, but each student will need to be aware of the limitations and guidelines of its usage:

- a. Madison City Schools student email accounts and Chromebook access to specific open AI software, such as ChatGPT, are blocked due to data and security concerns.
- b. Any misuse of AI tools and applications, such as hacking or altering data, is strictly prohibited.
- c. Teachers may allow the use of AI for curriculum purposes. Access to specific websites will be granted on an as-needed basis, adhering to specific data and privacy guidelines regarding age restrictions and usage.
- d. College Board and Dual Enrollment college and university classes may have additional restrictions and limitations regarding the use of Artificial Intelligence.
- e. Students who use AI software with a personal device and/or personal credentials should do so at their own risk, acknowledging that each platform is collecting various forms of data.
- f. Students must acknowledge the use of AI in any capacity related to their schoolwork, including text, images, multimedia, etc. The use of AI could be subject to the Academic Dishonesty Policy.
- h. Students should acknowledge that AI is not always factually accurate, nor seen as a credible source, and should be able to provide evidence to support its claims.

Digital Citizenship & Student-Issued Chromebooks

We strongly promote and encourage our students to be digital citizens. Digital citizenship equips students with the knowledge, skills, and resources to succeed as lifelong learners. It also helps them learn to engage within a digital environment with responsibility and confidence, developing as leaders. Students and families should review the [JMS Digital Citizenship Presentation](#) as a guide for developing digital citizenship. In addition to being good digital citizens, students are encouraged to take responsibility for their Chromebooks and troubleshoot any issues that may arise. Students and parents should review our [Chromebook and Troubleshooting Guidelines](#). If there are any issues with a student's Chromebook, please submit a [Help Desk Ticket](#).

The district is currently working on a Chromebook Annual Protection program to offer families another layer of protection. Be on the lookout for more information regarding participation in this new program.

Work Makeup, Excused Absences

Work Makeup, Excused Absences. Students are permitted to make up work, tests, and other assignments, activities, etc., when absences are excused. Under normal circumstances, it is expected that students will submit previously assigned work upon return to school after an excused absence. All work missed on the day(s) of excused absence(s) must be made up within three school days after returning to school. However, for extended excused absences when homebound services are not necessary, the teacher may grant additional time, but not to extend beyond two weeks past the return to school. It is the joint responsibility of the student and parent

to ensure a student makes up work following excused absences. Teachers may alter assignments, tests, work, activities, etc., as necessary to ensure an accurate evaluation of the student's performance after an excused absence.

FOCUS Act: Electronic/Wireless Device Policy

All schools must be compliant with the FOCUS Act as of July 1, 2025. Madison City Schools has outlined an Electronic/Wireless Device Policy (Policy 6.20) on page 137 of the MCS Policy Manual.

Electronic/Wireless Communication Devices: Any portable electronic device that has the capability of exchanging voice, messaging, or other data communication with another electronic device, including, without limitation:

- cellular telephones
- tablet computers
- laptop computers
- pagers
- gaming devices
- smart watches
- earphones or headphones (AirPods, earbuds, over-the-ear headphones, etc., whether wireless or not)

Outline for JMS procedures involving electronic/wireless devices:

- Students can have devices out before the 8:15 bell each day. Students will not have devices out from 8:15 - 3:20.
- Students may have devices out after the 3:20 bell.
- Students must power off and store their personal electronic/wireless devices off their person in backpacks, gym bags, or purses.
- Students may not have any device out or in use during the instructional day, which includes hallway transitions. While students may use MCS Chromebooks during the instructional day, they may no longer travel in the hallways with open Chromebooks. Students should pack up these Chromebooks in their backpacks before transitioning to the next class.
- Students may not bring any device, including their Chromebook, to the cafeteria during lunch. Students should not bring their backpacks or other personal belongings to the cafeteria with the exception of a lunchbox.
- In the event a coach or sponsor cancels a practice or event, a notification will be provided through ParentSquare. Parents are encouraged to sign up for ParentSquare to receive all important announcements. Student will receive important announcements

through ParentSquare as well, which they will be able to access during the school day from their MCS Chromebooks.

- As noted in the MCS Student Code of Conduct, the use, operation, or possession of a personal electronic/wireless communication device is a Class II disciplinary violation and will be assigned Class II disciplinary consequences.

Backpacks

Backpacks and rolling backpacks are encouraged. If students have a rolling backpack, parents should encourage them to keep it close as they travel in the hallways, as this can be a safety hazard. Parents should consistently check their students' backpacks to remove unnecessary items or materials.

PE Uniforms & Lockers

All students are required to purchase and wear a Journey Physical Education (PE) uniform and tennis shoes during P.E. class. Students will dress out in the Boys' or Girls' locker room.

Journey Middle School does not have hallway lockers. Students must keep all of their belongings in their backpacks. The only lockers available for student use are the PE lockers, which may be used during a student's Physical Education block. Students must provide their locks to secure their belongings during Physical Education Class.

Medication

All medications will be dispensed in the clinic. Teachers and staff are not permitted to administer medication. Students are not allowed to possess medication. **All medication, whether over-the-counter or prescribed, must be registered with the school nurse.** Any student possessing medication who takes, gives away, sells, or attempts to sell medication (prescription or non-prescription) may be subject to suspension or expulsion. To ensure that all parents and students are aware of the policy and procedures, please carefully read the following information:

- An adult must bring all medication (prescription or non-prescription) to the office.
- The nurse will count all medications upon receipt.
- All medication, both prescription and non-prescription, must have a medication release form completed and on file in the clinic prior to medication being administered by the nurse. Medications given twice a day should be administered at home.

- Prescription medications must be in the original prescription container and properly labeled. The bottle is to have the same information as the medication release form.
- Non-prescription medications must be in the original unopened container with the student's name on the container and be accompanied by a signed medication release form. For safer storage, medication in pill form should be in individually wrapped or sealed blister packs.
- An adult must pick up unused medications. The school nurse will give a date at the end of the school year that all medication should be picked up and then disposed of any medication that is left.
- Any time there is a medication change, the doctor will need to sign a new medication release form with all the new medication changes. To help with this matter, please contact Nurse Wilson at nnwilson@madisoncity.k12.al.us.
- Students with potentially life-threatening illnesses/conditions (asthma, seizures, allergic reactions where an Epi-pen is needed, hemophilia, diabetes, cardiac conditions, and any other condition that the doctor recognizes as life-threatening) should have an emergency plan on file at the school. Please notify the student's teachers if an emergency plan is needed.

Parents may contact our school nurse, Novella Wilson, RN, at 256-774-4695 or via email at nnwilson@madisoncity.k12.al.us.

Messages, Lunches, Forgotten Items, & Lost and Found

We aim to minimize classroom disruptions to ensure students have a more productive class environment. Students are not permitted to leave class to take phone calls. Emergency messages left by parents for students should go through the front office. Students will not be called from class to receive these messages. The office will call the teacher and let them know to have the student come by the office during class change to pick up the message. Students can also use the office phone to call home at that time if needed. Emergency change of transportation messages will only be delivered to students during the last 10 minutes of class. The office staff will not be responsible for undelivered messages. It is the family's responsibility to make these arrangements before school. If a student leaves an item at home, parents may bring the item to school. However, students will not be called to the office to retrieve the item. Students may check between classes for these items. Forgotten assignments will be placed in the teacher's mailbox.

Students' lunches are not allowed to be left in the office. Students may get lunch from the lunchroom if they have forgotten their lunch. A parent may drop off their child's lunch in the

main office before the student's lunch block. We do not allow students to receive lunch from outside vendors and restaurants. Students or parents cannot order outside food to be delivered to the school. Additionally, students must finish all outside vendor and restaurant breakfast and beverage items before boarding the school bus or exiting the car line.

The office staff will not be held responsible for any items brought to the office. Lost and Found is located in the main office. We will clean out our Lost and Found each nine weeks. Items not collected at each progress report period will be donated to charity.

Use of the Restroom

Students are encouraged to use the restroom between classes. However, to protect instructional time and for safety reasons, students will only be allowed to use the restroom during instructional time in emergencies. If using the restroom during instructional time, students should visit the restroom on the same hallway floor as their classroom. If a student has a medical problem, please inform the school nurse immediately.

Lunch

LINQ Connect is Madison City's new Family Portal, which will house monthly menus, online applications, and a payment system. All parents and guardians are recommended to create a LINQ Connect account to monitor their students' meal accounts with Madison City. A how-to guide for LINQ Connect can be found on the [LINQ Connect website](#). Here are our [MCS Lunch Prices](#). Lunch menus can be viewed [here](#). Be sure to select "Journey Middle School."

The Child Nutrition Department is now accepting online Free & Reduced Lunch applications for the 2025-2026 school year. Online and paper applications are at this link: [25-26 Free & Reduced Lunch Application](#).

To complete an online application for Free or Reduced lunch, please create a [LINQ Connect](#) Account. See the above. Parents who prefer to complete a paper application should look for a paper copy that will be provided to all students on the first day of school and can be located at the LINQ link.

Buses

Buses are provided for students to ride to and from school. We will email transportation routes and Edulog information as soon as it becomes available. JMS will post that information on the school's webpage and through school-wide email as soon as we receive it. Parents do not need to fill out a special form for their student to ride the student's assigned bus. We require a parent

note if their student plans to go home on a bus with another student. Students should bring a note to the office in the morning so we can call the designated guardian(s) in PowerSchool to verify the note. Students who fail to do so will not be allowed to ride home with a friend(s) on that friend's bus and will be sent home on their regular bus route.

In the event of an emergency where a parent needs their student to ride the bus home with someone else, the parent should contact the office as soon as possible. JMS staff will then assist the parent in getting the student home safely. Students are expected to behave appropriately on the bus, as our primary goal is to transport our students to and from school safely.

JMS bus arrivals, departures, and updates may be viewed on our website under Parents & Students/Resources: [JMS Bus Arrivals & Departures](#).

Car Line

JMS Car Line opens every morning at 7:40 a.m. and closes at 8:10 a.m. to ensure that teachers on duty arrive at their classrooms promptly. JMS tardy bell rings at 8:15 a.m. Parents should only drop students off at 7:40 a.m. because no adult supervision is on campus before the 7:40 a.m. car line opens. If parents and students arrive after 8:10 a.m., the student will need to enter through the main door/front office entrance with their parents to sign in. Students may not be dropped off in the car line after 8:10 a.m. All side doors are locked, with no access for entry to the building. The student will be marked tardy upon arrival/sign-in. Car line signs will let parents and students know when the car line is officially open and closed.

JMS Car Line opens every afternoon at 3:20 p.m. and closes at 3:45 p.m. After 3:45 p.m., students still waiting for a ride will be escorted to the main front office entrance to contact their parents and wait to be picked up at the main entrance. There will be no adult supervision in the car line after 3:45 p.m.

Parents will enter and exit our car line on Shorter Street from both the east and west sides. After entering Shorter Street, traffic will flow down the west side of the parking lot, and the car drop-off is on the southwest side of the campus (reference the loop near the bike rack). Once cars enter the car loop, the first car will pull around to the end of the sidewalk, and students will exit their vehicles.

Parents should use the following [JMS Car Line Map](#) to help navigate the car line. Please note that there is only ONE car line entrance and exit on Journey's campus. These entrances and exits are located off Shorter Street near the Madison City Stadium bleachers. Parents should not use any other school entrance for the car line.

While using the car line, all drivers should follow the direction of the JMS staff managing the car line and pull up directly behind the car in front of you (keeping up with the vehicle ahead of them), as directed by staff or signage, before allowing students to exit and enter vehicles. It helps us get more vehicles on campus, more students in vehicles, and keeps us from blocking any main roadways.

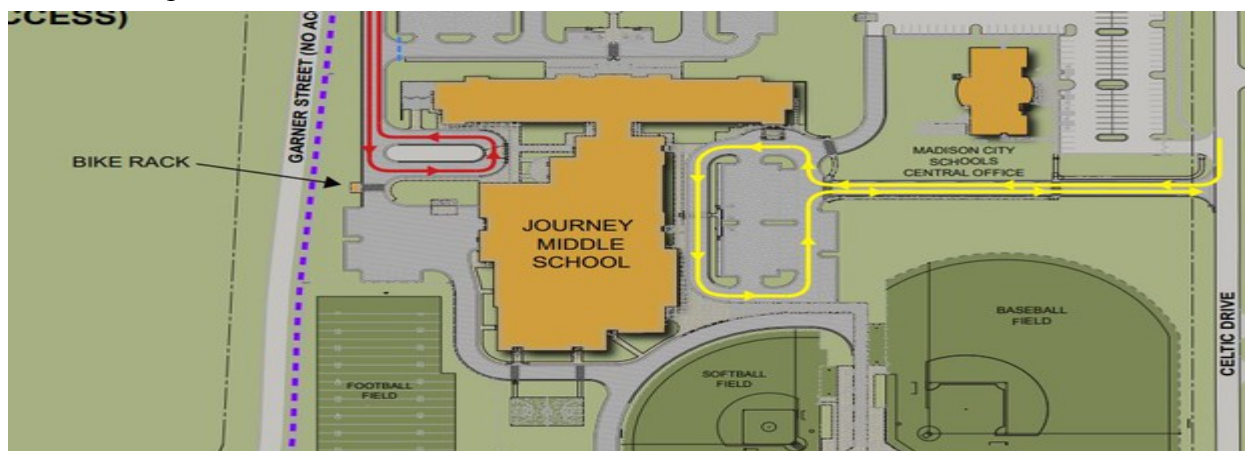
Drivers should never pass other vehicles while in the car line. The car line is one lane in and one lane out with NO PASSING at any point. In the afternoon, parents should encourage students to pay attention in the car line to track parents' arrival and to enter their vehicle quickly.

For safety precautions, everyone needs to follow our official car line route. Please do not park on Garner Street to drop off and pick up students. Additionally, students are not permitted to use the faculty or Central Office parking lot for pick-up and drop-off. **All car riders must use the car line unless a student is serving Wednesday morning or afternoon detention. All parents who need to access the main office must use the entrance located near the MCS Central Office and the MCS Football Stadium on Celtic Drive.**

Developing these habits in our students will help the car line run smoothly and efficiently for all parents and students. We appreciate your help in ensuring our students exit and enter their vehicles safely.

Walkers and Bikers

If your student is a walker or bike rider, they will use the sidewalk on Garner Street and ride/walk to the pedestrian crosswalk adjacent to our car rider loop located near the back of our building. Our bike racks are near the crosswalk. Please see the snippet below from our Car Line Map.



Discipline Procedures

- Warning
- Conference with the student with parent notification
- Parent Contact
- Detention
- Referral to administration for repeat Class I violations and initial Class II and III offenses---Consequences determined to be reasonable and appropriate by the school administration.

Detentions

School detentions will be held on designated days assigned by the teacher or administrator. Detention may be assigned to students for the following times:

- Wednesday mornings (7:35-8:05 a.m.): *Please arrive at the front office doors by 7:30 a.m.*
- Wednesday afternoons (3:20 – 3:50) *must be picked up in the car line by 3:55 p.m.*

Students must arrive on time; otherwise, the detention will not be counted. Students must also be picked up on time; otherwise, the detention will not be counted. Failure to attend detention will result in ISS. Students should be picked up at the front entrance doors.

In School Suspension (ISS) & Out of School Suspension (OSS)

Class I, II, and III offenses are subject to ISS or OSS, as outlined in the Madison City Code of Conduct.

Bus Discipline

Good behavior by students during transportation contributes positively to the effectiveness, efficiency, and safety of our district's transportation program. The Madison City Code of Conduct applies to students transported via school bus.

Good behavior on the school bus is essential for safety. Inappropriate and potentially dangerous behavior by students on school buses is one of the greatest threats to the safety of students and bus drivers. It is punishable under the Madison City Code of Conduct.

School bus drivers' ability to drive defensively, be alert to all driving hazards, and make quick

decisions often depends on orderly and well-behaved student passengers. High standards of discipline and good behavior must always be maintained so drivers can perform their work well. Bus discipline will result in a warning, an assigned seat, and a suspension from the bus.

Student Dress Code

Dress Requirements for All Grades. Students shall not wear clothes, decorate, or adorn themselves in school that tend to cause a distraction, disruption, or a hostile learning environment. All students must comply with the following guidelines:

1. Students must practice good personal hygiene.
2. Shoes or sandals must be worn and properly laced or fastened. Foot apparel Determined to be dangerous or a safety hazard may not be worn.
3. Hair must be clean and sanitary and worn so that it does not impair vision, and is not considered unsafe or hazardous.
4. Clothing must not include pictures, writings, symbols, etc., promoting, Acknowledging or suggesting drugs, tobacco products, alcohol, sexual activities or anything of a sexual nature, gangs, groups, individuals, or activities that would be considered potentially dangerous, disruptive, or hazardous to the student to other students, or to the school environment. Tattoos with pictures, writings, symbols etc., prohibited by this paragraph must be kept covered by the student's clothing, and not otherwise displayed in the overall school environment during any activity.
5. Students in a classroom or participating in other indoor activities may be asked to remove outer garments normally intended for outdoor wear. Garments to be removed include overcoats, trench coats, bulky and/or oversized jackets, or oversized pullovers. Garments that equate to a lightweight windbreaker or sweater are permissible. Parents and students should assure that student attire provides for adequate comfort indoors without the wearing of outdoor garments.
6. Clothing that is revealing due to excessive tightness, tearing, or sheer (see-through) exposing the midriff is prohibited. Shorts, skirts, dresses, etc. should be a minimum of fingertip length (while standing with your arms by your sides). Clothing that is not able to provide coverage to undergarments and private body areas at all times is not permitted. This includes clothing with rips, tears, or holes that expose underwear or private areas of the body. Rips, tears, and holes in clothing that expose the skin should be below fingertip length. Rips, tears, and holes above fingertip length that do not expose the skin are acceptable. Shirts with a strap of less than 1.5" or that reveal midriff, cleavage, or lower back are not permitted. Leggings, jeggings, yoga pants, etc., can be worn with a shirt that reaches the top of the thigh, covering the bottom and private body areas.
7. Students may not wear hats, caps, hoods, or head coverings in school buildings or on school premises. Exceptions include headgear worn with a school uniform as directed by the staff sponsor to be worn during the school day, religious headwear, and head coverings to be worn outside during extreme weather. Sunglasses cannot be worn on the face covering the eyes during indoor school activities.

8. With the approval of the Principal, student participants of scheduled School-sponsored activities, e.g., dance team, cheerleaders, drama class, etc., may dress in a manner that does not conform to the dress code as long as the dress is consistent with the traditional uniform or costume of the activity.

The Principal or designee is authorized to determine inappropriate dress and to declare violations of these requirements. Students will not be allowed to attend school if their appearance or dress constitutes a safety hazard or disrupts the orderly operation of the school. The Principal may prohibit attire and appearance not specifically addressed above if it disrupts or has the potential for disrupting the orderly operation of the school or poses a safety risk. Any student violating the dress code may be suspended for the remainder of the school day.

Independent Selling of Items:

Students selling any items not approved by a school fundraiser is prohibited at Journey Middle School. Students may not sell any items to other students/individuals. These items include but are not limited to the following: food and beverage items of any type, school supplies, electronic/wireless devices, clothing, etc.

Students engaging in this practice will face consequences under the *MCS Student Code of Conduct*.

Parent/Teacher Conferences

Parents should call the school at 256-774-4695 to schedule conferences. Our office staff will coordinate conferences for parents and teachers. Wednesdays at 3:30 are reserved for phone, virtual, or in-person conferences. However, if Wednesday does not work, JMS staff will work to determine the best date and time.

Visitors, Volunteers, Chaperones, and/or Parents/Guardians

All parents, guardians, visitors, and volunteers are required to sign in at the main office upon arrival. A badge will be issued to the parent or visitor, which must be worn at all times while in the building. Visitors and volunteers must have a valid reason for being on campus and must sign in to receive supervision while on campus. Visitors and volunteers do not need a background check unless they will be alone with students at any point in time without Madison City School personnel present. Chaperones are required to have a [BIB background check](#). BIB background checks cost \$15 and are good for one calendar year. It takes about a week to complete a BIB background check.

Severe Weather

During severe weather events, we take every precaution to ensure the safety of our students. If

Madison City Schools decides to close early, the news agencies will be notified so that the announcement can be made. Messages will also be sent out through School Messenger and social media.

Parents who need to check out their student early during severe weather are welcome; however, only the parent or someone on the emergency contact list may pick up the student. We cannot accommodate those calling in and requesting that someone else be allowed to pick up their child.

Frequently Asked Questions

While we recognize that we have yet to address every question, we hope this helps answer some of the parents' most frequently asked questions.

Is there a way to see my students' grades and attendance?

Yes! Madison City Schools has the [PowerSchool](#) platform to allow you to see your student's grades, assignments, and absences. If you need your parent portal login information, please contact our JMS Registrar, April Cole, at 256-774-4695 or ancole@madisoncity.k12.al.us.

How do I schedule a conference with my student's teacher or teachers?

Parent-teacher conferences are generally scheduled on Wednesdays after school at 3:30 p.m. You may email your student's teachers to schedule a phone call, virtual conference, or face-to-face meeting. If you have issues contacting your student's teacher, please call our main office, and we will assist you in scheduling a conference.

If my student is new, when will they receive their device, MCS login credentials, and lunch number?

New students will receive their device, login credentials, and lunch number during the first few days of school.

Who can I contact if my student has an issue with their device?

Please submit a [Help Desk Ticket](#). Our technology department will address your issues as soon as possible.

How can I stay informed about what's happening at Journey?

All school events can be located on our [JMS Calendar](#) on the JMS homepage, in our weekly

Journey Journal School Newsletters (all newsletters are archived [here](#)), and PowerSchool Bulletin on the student's homepage. Please ensure your email address is up to date in PowerSchool so that you can receive important information via School Messenger/ParentSquare. Additionally, you can also "like " us on Facebook (Journey Middle School) and Twitter, now known as X (journeyjaguars).

Are there volunteer opportunities available at Journey?

Sign up to be a 2025-2026 Journey PTA member! It is a part-time commitment, and you will be on our volunteer list to help when you can.

Click <https://alpta-12628872.givebacks.com/store/items/1031397> to join. Be sure to select 2025-2026 from the drop-down menu. Membership is only \$10.00! If you have any questions, email journeymiddleschoolpta@gmail.com.

How do I buy JMS spirit gear?

We sell JMS spirit gear and frequently open our school store throughout the academic year. We will share this information on our website, social media, and Journey Journal Newsletter. Journey Middle School apparel may be purchased on the [JMS JagWear Store](#) or the [JMS PTA Apparel](#) website. All items will be shipped to your home.

How much do you charge for admission to ball games?

We charge \$5 for students and \$8 for adults for our athletic games. Students and adults will be charged according to the hosting school for all County Tournaments. We love having our stands filled with cheering JMS supporters! Tickets may be purchased online via S2Pass.

Our family is moving. How do I go about withdrawing my student from JMS?

Please contact our registrar, April Cole (ancole@madisoncity.k12.al.us), at least one week before your move. She will then be able to gather your paperwork.