

Student Expectations

2020-2021

Welcome, all new and returning GOLDEN HAWKS! We are excited to begin another great year at WCHS. It is our goal to maximize learning and to create a positive high school experience for all students. This handbook is a resource intended for use and reference throughout the school year by students and parents. We hope it will answer your questions regarding policies and procedures. If there are any questions, do not hesitate to ask any member of our faculty or staff for clarification.

Students, take advantage of all Washington County High School offers to support your growth and development from the classroom to extracurricular activities. We work daily to make sure all of our scholars “Excel in Academics, Athletics and Arts,” and are thankful to have students and parents collaborate in that endeavor. Thank you for being part of our “Golden Hawk family to ensure all of our scholars Rise Up!

Always remember - We will Rise Higher in Academics, Athletics and the Arts!

Dr. Darryl Gilbert - Principal

Mr. Ronnie Freeman- Assistant Principal/Athletic Director

Dr. Felicia Moss - Assistant Principal/CTAE Dir.

Mrs. Ashley Broxton - Teacher-Administrator

Mrs. Angie McCall - Teacher-Administrator

Dr. Felisa Cooper - Teacher-Administrator Trainee

Mr. Terry Stephens - Teacher-Administrator Trainee

Main Office - 478-552-2324

Attendance Office - 478-552-2324 Ext. 2204

Counseling Department - 478-552-2324 Fax - 478-553-2807

Records Fax - 478-553-2035

Attendance Fax -478-552-3140

420 Riddleville Road
Sandersville, GA 31082

Washington County High School student expectations are within the guidelines of Washington County School System policies. Conformity to rules and regulations outlined in this handbook are expectations of the entire student body. Reasonable rules, fairly but firmly administered by a caring staff, will ensure every student’s right to a quality education in a secure, challenging environment. The signed signature page will be placed in the student information packet and should be returned to the 1st period teacher immediately. Students are directly responsible for adhering to all rules in this handbook.

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Washington County Board of Education

Dr. Rickey Edmond - Superintendent of Schools

501 Industrial Drive • Sandersville, Georgia 31082 • (478) 552 - 3981

Board of Education Members

Mr. Chris Hutchings - Chairman

Mr. Sammie Knight - Vice Chairman

Mrs. Gladine Thompson - Board Member

Mr. Paul Turner - Board Member

Mr. Tracy Giddens - Board Member

Washington County School District Mission Statement

Washington County Public Schools--expecting all children to excel in
Academics, Arts and Athletics.

Washington County School District Vision Statement

Building the foundation for a thriving community of self-supporting citizens
through diverse educational opportunities. Enter our doors as a child; exit
our doors as a well-rounded and productive citizen.

District Personnel

Mr. Willie Coneway Director of Facilities & Transportation
Dr. Joann DunnDirector of Pre-K Programs
Mrs. Audra GilbertDirector of Learning and Teaching
Mrs. Emily JohnsonDirector of Special Programs
Mrs. Sandra McMasterDirector of Finance
Ms. Meghan NugentDirector of Public Relations
Mrs. Jennifer Tatum.....Director of Technology
Mrs. Amy Vickers Director of Federal Programs & School Improvement
Ms. Masha WhiteDirector of Human Resources
Mrs. Karen Wright.....Registrar
Mrs. Karen Yonchak.....Director of Food Service

Mission:

EXPECTING
all children to
EXCEL in
Academics,
Arts,
& Athletics

Washington County School District

Our Systemic Process:
Product, People, and Processes -
Communication, Collaboration, and Collecting & Leveraging Data

Vision:

Building the foundation
for a thriving
community of
self-supporting citizens
through diverse
educational
opportunities. Enter
our doors as a child;
exit our doors as a
well-rounded and
productive citizen.

BIG

6

GOALS

Public Relations & Marketing

“Telling Our Story”

STEAM

STEAM Certification;
Cyber Ready Seal; Robotics;
Specialized Programming

Work Force Development

21st Century Career & College Readiness

GOALS

Leadership

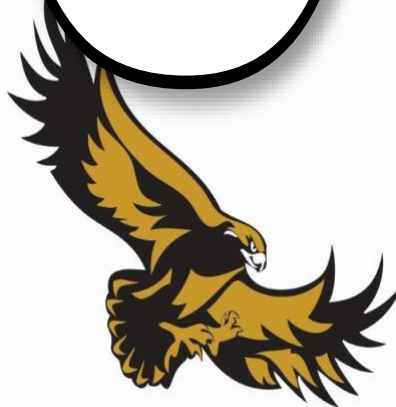
Systems Thinking; Build Capacity

RTI/MTSS & SEL

Student Services & Parent Engagement

Literacy

Improve Literacy;
Bridge Home & School



WE WILL RISE HIGHER!



A Message from the Superintendent



Welcome to WACO Nation,

We are the Golden Hawks. Rising higher in the sky to meet every challenge. We are fierce and strong. We are determined. Our mission is to excel in Academics, Arts, and Athletics. This year we will rise to new heights. We will achieve new levels of greatness.

This is the time to shine. To **RISE UP** and soar to the highest of heights. I believe in your children, in the power that they have to change the world.

Please join me in supporting our students as they are challenged in the classroom, through various artistic platforms, and on the athletic field. I look forward to watching them grow into the strong, intelligent, and capable individuals that they truly are.

Sincerely,

Dr. Rickey L. Edmond

Superintendent

A Message from the Principal



Greetings,

Welcome to Washington County High School and the 2020-2021 school year. We are excited that you and your child are a part of the Washington County High School family. Our goal is to create a learning environment that captivates students' interest and engagement through Academics, Arts, and Athletics. Even though we find ourselves in times of uncertainty, rest assure that Washington County High School will continue to cultivate, mold, and nurture our students. These efforts will enable students to use their critical thinking skills and apply their learning to new situations.

As a staff, we continue to search for the most effective strategies, materials, and resources to expose our students to. Opportunities for your child are growing, and we challenge ourselves to find the best answer to meet each child's individual educational needs. We also continue to expand our Career Technical & Agriculture Education (CTAE) programs. These programs provide students with a wide range of choices as they explore pathways and careers that meet their level of interest.

I look forward to meeting you all during our future activities and school functions. Washington County High School is a great place to be, and we are happy and proud that you are a part of our ongoing traditions. We invite you to join us in support of our Golden Hawks as they strive to rise higher in Academics, Arts and Athletics.

Sincerely,

Dr. Darryl Gilbert

Principal

Alma Mater

Held within our hallowed memories,
firmly stands the best,
Found within the heart of
Georgia, W.C.H.S.

A thousand thrilling hearts shall bless
thee, Strong our hearts enfold,
Praise to thee dear alma mater,
Hail the white and gold!

Down amidst the gleaming sunrays,
Through enchanting halls,
Stands our dear alma mater,
proudly loved by all.

School Colors

Black, Vegas Gold, and White

School Mascot

Golden Hawk

WCHS Mission Statement

EXPECTING all children to **EXCEL** in Academics, Arts and Athletics.

WCHS Vision Statement

Building the foundation for a thriving community of self-supporting citizens through diverse educational opportunities. Enter our doors as a child; exit our doors as well- rounded and productive citizen.

Profile of a WCHS Graduate

Communicate effectively:

A graduate:

- can communicate effectively using oral and written skills.

Read proficiently:

A graduate:

- can read proficiently for understanding and for pleasure.

Think critically:

A graduate:

- can think critically in order to make decisions and solve problems.

Use technology efficiently:

A graduate:

- can use a computer to communicate with others and enhance their learning.

Job skills:

A graduate:

- can seek and secure a job through appropriate application skills, interviewing skills, and career planning.

Individual Accountability:

A graduate:

- can be honest and act with integrity.
- can be organized such as managing time, setting and achieving goals.
- can effectively maintain a budget and plan for the future using personal finance.
- can work independently.

Social Accountability:

A graduate:

- can demonstrate tolerance, cultural diversity and good citizenship.
- can serve the community by volunteering time, money and/or service.
- can work cooperatively in a group.
- can be accepting of those who are different from him/her.

WCHS Administrative Personnel

Dr. Darryl Gilbert	Mrs. Ashley Broxton	Debbie Price
Principal	Teacher Administrator	Guidance Counselor/Registrar/Dual Enrollment Coordinator
Mr. Ronnie Freeman	Mrs. Angie McCall	Mrs. Tiffany Bryson
Assistant Principal/Athletic Director	Teacher Administrator	Guidance Counselor
Dr. Felicia Moss	Dr. Felisa Cooper	Ms. LaNedra Brown
Assistant Principal/CTAE Director	Teacher Administrator Trainee	Guidance Counselor
Mrs. Susan Smith	Mr. Terry Stephens	Mrs. Amy Brantley
Administrative Secretary	Teacher Administrator Trainee	Media Specialist

Instructional Staff

Language Arts

Georgia Saulsbury, Chairperson
Ja'Neiyca Harper
Christi Johnson
Katie Pounds
Kimberly Kilgore
Seth Watts

Fine Arts Fine Arts

Leia Giddens, Chairperson
Robert Carroll-Chorus
Matthew Clements-Art
Michael Dendy - Drama
Jamaal Wilcher-Band

Mathematics

Leigh Anne Brooker, Chairperson
Jessica Watts
Amy Brown
Michael Mathis
Kim Lewis

Foreign Language

Angela McCall, Chairperson
Maggie de La-Puerta

Science

Laurie McCaskill, Chairperson
Ashley Broxton
Felisa Cooper
Wendy Duggan
Logan Hartley
Alicia Norris

Social Studies

Terry Stephens, Chairperson
Jay English
Benjamin Martin
Ryan McCoy
Andrea Miller
Valerie Parker

Special Education

Melissa Andrews, Chairperson
Joy Brown
Louise Burnette
Joel Griffin
Brooke Kitchens
Jacqueline Sanders
Shannon Spikes

Health/Physical Education

Carlos Hope, Co-Chairman
Brandon Dickson, Co-Chairman
Joel Ingram
Karly Thompson
Brad Wallace

Career Technology Ag Education

Dr. Felicia Moss - Director
Samantha Carter, Chairperson
MSgt. Ray Tennyson, USAF, Ret-AFJROTC
John Pope, Agriculture
Allyson Tyson, Business & Computer Science
Dean Wilcher- Work Based Learning
Marcia Robison, Business & Computer
Marlo East, Graphics & Photography
David Earl - Construction
Jon Walraven – Automotive

ESOL/ELL Teacher

Mary Jo Sheppard

Media Specialist

Amy Brantley

Paraprofessionals

Kiara Dixon
Pamela Maze
Florrie Mack
Stacey Pinkston

Clerical Staff

Susan Smith
Brandie Spiegths
Renee Ogden
Tawanda Walker
Connie Brown

IT Department

James Garner

Campus Police Department

Calvin Hatcher, Chief
Ralph Brown
Tarsha Harris
Glenn Ingram

The Washington County Board of Education Police Department was established in 1985 to provide safety and security for the district's schools, students, and employees. Our jurisdiction covers all schools and administrative buildings, all students and employees. The department is a state-certified agency and is recognized as one of the top law enforcement agencies in Georgia. The attainment of state certification places the WCBOE Police Department among the best 180 agencies to meet the law enforcement standards that exhibit the highest regard for community, professionalism, and officer safety. As such, the Washington County Board of Education Police Officers have the right to carry a concealed weapon and to exercise the power of arrest when discharging their duties while in or out of uniform. The Officers also have the power to discharge their duties off-campus if engaging in intelligence gathering activity, investigating a crime committed on campus, or if specifically requested by the chief law enforcement officer of the city/county. The Washington County Board of Education Police Officers are responsible for the full range of law enforcement services. These include, but are not limited to, responding to and investigating incidents/offenses, medical emergencies, fires, bomb threats, auto accidents, parking lot patrol/violations, violations of state liquor, controlled substances, and weapons laws and other on-campus emergencies.

CTAE Public Notice

The Washington County School System offers Career, Technical, and Agriculture Education at T.J. Elder Middle School and Washington County High School. These programs are designed to prepare youth for a broad range of employment and further education and are offered under the guidance of certified teachers. The following Career Pathways are offered to all students regardless of race, color, national origin, including those with limited English proficiency, sex or disability in grades 6-12.

Agriculture, Business and Computer Science, Construction, Early Childhood Education, JROTC and Transportation/Logistical Support

Persons seeking further information concerning Career, Technical and Agriculture Education offerings should contact:

CTAE Director: Dr. Felicia Evans-Moss
Washington County High School
420 Riddleville Road
Sandersville, GA 31082
478-552-2324 ext. 2206
FEvans-moss@washington.k12.ga.us

Inquiries regarding nondiscrimination policies should contact:
Mrs. Amy Vickers
Washington County Board of Education
501 Industrial Road
Sandersville, GA 31082 478-552-3981
avickers@washington.k12.ga.us

Washington County High School Hybrid Bell Schedule 2020 -2021

Monday

7:45	Teachers Sign In
7:45-8:15	Planning / Tutoring
8:15	First Bell / Move to First Period
8:25	Tardy Bell / Begin Announcements
8:35	Begin First Period
10:05	End First Period / Move to Third Period
10:10	Tardy Bell / Begin Third Period
11:40	End Third Period / Move to Fifth Period
11:45	Tardy Bell (Lunch A) / Begin Fifth Period
12:15	End Lunch A / Students report to Fifth Period
12:20	Tardy Bell (Lunch A)
1:15	Bell for Lunch B
1:20	Tardy Bell (Lunch B)
1:50	End Lunch B / Move to Seventh Period
1:55	Tardy Bell / Begin Seventh Period
3:30	End Seventh Period / Student Dismissal
3:45	Teacher / Staff Dismissal

Tuesday, Thursday, and Friday

7:45	Teachers Sign In
7:45-8:15	Planning / Tutoring
8:15	First Bell / Move to First Period
8:25	Tardy Bell / Begin Announcements
8:35	Begin First Period
9:25	End First Period / Move to Second Period
9:30	Tardy Bell / Begin Second Period
10:20	End Second Period / Move to Third Period
10:25	Tardy Bell / Begin Third Period
11:15	End Third Period / Move to Fourth Period
11:20	Tardy Bell / Begin Fourth Period
12:10	End Fourth Period / Move to Fifth Period
12:15	Tardy Bell (Lunch A) / Begin Fifth Period
12:45	End Lunch A / Students report to Fifth Period
12:50	Tardy Bell (Lunch A)
1:05	Bell for Lunch B
1:10	Tardy Bell (Lunch B)
1:40	End Lunch B / Move to Sixth Period
1:45	Tardy Bell / Begin Sixth Period
2:35	End Sixth Period / Move to Seventh Period
2:40	Tardy Bell / Begin Seventh Period
3:30	End Seventh Period / Student Dismissal
3:45	Teacher / Staff Dismissal

Wednesday

7:45	Teachers Sign In
7:45-8:15	Planning / Tutoring
8:15	First Bell / Move to Second Period
8:25	Tardy Bell / Begin Announcements
8:35	Begin Second Period
10:05	End Second Period / Move to Enrichment
10:10	Tardy Bell / Begin Enrichment
11:40	End Enrichment / Move to Fourth Period
11:45	Tardy Bell (Lunch A) / Begin Fourth Period
12:15	End Lunch A / Students report to Fourth Period
12:20	Tardy Bell (Lunch A)
1:15	Bell for Lunch B
1:20	Tardy Bell (Lunch B)
1:50	End Lunch B / Move to Sixth Period
1:55	Tardy Bell / Begin Sixth Period
3:30	End Sixth Period / Student Dismissal
3:45	Teacher / Staff Dismissal

Monday		
Period	Times	Minutes
1	8:25 - 10:05 *Announcements from 8:25 - 8:35	90
3	10:10 - 11:40	90
5/Lunch	LUNCH A Lunch 11:45-12:15 Class 12:20-1:50 LUNCH B Class 11:45 - 1:15 Lunch 1:20 - 1:50	Lunch - 30 minutes Class - 90 minutes
7	1:55 - 3:30	95

Tuesday, Thursday, and Friday		
Period	Times	Minutes
1	8:25 - 10:05 *Announcements from 8:25 - 8:35	50
2	9:30 - 10:20	50
3	10:25 - 11:15	50
4	11:20 - 12:10	50
5/Lunch	LUNCH A Lunch 12:15 - 12:45. Class 12:50 - 1:40 LUNCH B Class 12:15 - 1:05. Lunch 1:10 - 1:40	Lunch - 30 minutes Class - 50 minutes
6	1:45 - 2:35	50
7	2:40 - 3:30	50

Wednesday		
Period	Times	Minutes
2	8:25 - 10:05 *Announcements from 8:25 - 8:35	90
Enrichment	10:10 - 11:40	90
4/Lunch	LUNCH A Lunch 11:45-12:15 Class 12:20-1:50 LUNCH B Class 11:45 - 1:15. Lunch 1:20 - 1:50	Lunch - 30 minutes Class - 90 minutes
6	1:55 - 3:30	95

STANDARDIZED TESTING

PSAT

This examination is an excellent opportunity for students to understand the requirements of the SAT, which is a critical reasoning exam used as a criterion in college admissions. Tenth grade students who participate in the October administration of the PSAT at their home high school receive a detailed Score Report Plus in December. The Score Report Plus provides students with a comprehensive skills' analysis of their performance and gives them a code which provides access to a website with additional test information and an interactive career information program called My Roads.

PSAT and Juniors

Students who pay to take the PSAT as a junior are eligible to be considered for National Merit Scholarship. Confer with your student's counselor in August about ordering the PSAT for your junior. Students may take the PSAT as freshman or junior for a fee.

SAT

The SAT reasoning test is a measure of the critical thinking skills needed for academic success in college. The SAT assesses how well a student analyzes and solves problems. All colleges and universities in Georgia accept scores from the SAT for admission purposes. The College Board determines the national testing dates and testing sites for the SAT exam. Students may register online for the SAT at: www.collegeboard.com/student/testing/sat.

The College Board offers fee waivers for students meeting certain financial criteria. See guidance counselor for details.

ACT

The ACT examination assesses high school students' general educational development and their ability to complete college level work. All colleges and universities in Georgia accept scores from the ACT for admission purposes. ACT determines the national testing dates and testing sites for the ACT exam. Students may register online for the ACT at www.actstudent.org. ACT offers fee waivers for students meeting certain financial criteria. See guidance counselor for details.

EOCA

Georgia Milestones Assessment System End-Of-Course Assessment (EOCA)

The purpose of the Georgia Student Assessment Program is to measure student achievement of the state-adopted content standards and inform efforts to improve teaching and learning. Results of the assessment program are utilized to identify students failing to achieve mastery of content, to provide teachers with feedback about instructional practice, and to assist school districts in identifying strengths and weaknesses in order to establish priorities in planning educational programs. High school students take an end-of-course assessment for each of the ten courses designated by the State Board of Education. Students at the high school level will take an end-of-course assessment in the following ten courses:

- English Language Arts
- Ninth Grade Literature and Composition
- American Literature and Composition
- Mathematics
- Algebra I or Coordinate Algebra
- Geometry or Analytic Geometry
- Science
- Biology
- Physical Science
- Social Studies
- United States History
- Economics/Business/Free Enterprise

The end-of-course measures are administered at the completion of the course, regardless of the grade level. These measures serve as the final exam for the course and contribute 20% to the student's final course grade. For additional information, please visit the following website:

<https://www.gadoe.org/Curriculum-Instruction-and-Assessment/Assessment/Pages/Georgia-Milestones-Assessment-System.aspx>

College Entrance Board Tests Recommended Schedule

Recommended Grade and Time Scheduling for Test

(PSAT) Preliminary Scholastic Aptitude Test	10 th and 11 th Grades (Oct. of each year) PSAT
(SAT)	11 th Grade (Jan., Mar., or May) Scholastic Aptitude Test
(SAT)	12 th Grade (Nov., Dec., or Jan.) Scholastic Aptitude Test
(ACT)	11 th Grade (Feb. or Apr.) American College Test
(ACT)	12 th Grade (Sept., Oct., Dec., or Feb.) American College Test

The WCHS Guidance Department recommends this schedule of College Board testing for all students who plan to enter college after high school. Counselors will review student records and recommend which test, the SAT or ACT, is better suited to the student. Students are strongly encouraged to take the PSAT before attempting the SAT. Contact the Guidance Department for registration and more detailed information regarding College Board testing.

WASHINGTON COUNTY BOARD OF EDUCATION

Student Code of Conduct

It is the purpose of the Washington County Board of Education to operate each school in a manner that will provide an orderly process of education and that will provide for the welfare and safety of all students who attend the schools within the district. In accordance with that purpose, the Board of Education has adopted a policy which requires all schools to adopt codes of conduct which require students to conduct themselves at all times in order to facilitate a learning environment for themselves and other students. These standards for behavior require students to respect each other and school district employees, to obey student behavior policies adopted by the Board and to obey student behavior rules established at each school within the district.

The school's primary goal is to educate, not to punish; however, when the behavior of an individual student comes in conflict with the rights of others, corrective actions may be necessary for the benefit of that individual and the school as a whole. Accordingly, students shall be governed by policies, regulations and rules set forth in the Code of Conduct.

The Code of Conduct is effective during the following times and in the following places:

- At school or on school property at any time;
- Off school grounds at any school activity, function or event and while traveling to and from such events;
- On vehicles provided for student transportation by the school system and at school bus stops.

Also, students may be disciplined for conduct off campus which could result in the student being criminally charged with a felony and which makes the student's continued presence at school a potential danger to persons or property at the school or which disrupts the educational process.

Parents are encouraged to become familiar with the Code of Conduct and to be supportive of it in their daily communication with their children and others in the community.

Authority of The Principal

The principal is the designated leader of the school and, in concert with the staff, is responsible for the orderly operation of the school. In cases of disruptive, disorderly or dangerous conduct not covered in this Code, the principal may undertake corrective measures which he or she believes to be in the best interest of the student and the school provided any such action does not violate school board policy or procedures.

Authority of The Teacher

The Superintendent fully supports the authority of principals and teachers in the school system to remove a student from the classroom pursuant to provisions of state law.

Each teacher shall comply with the provisions of O.C.G.A. § 20-2-737 which requires the filing of a report by a teacher who has knowledge that a student has exhibited behavior that repeatedly or substantially interferes with the teacher's ability to communicate effectively with the students in his or her class or with the ability of such student's classmates to learn, where such behavior is in violation of the student code of conduct. Such report shall be filed with the principal or designee on the school day of the most recent occurrence of such behavior, shall not exceed one page, and shall describe the behavior. The principal or designee shall send to the student's parents or guardian a copy of the report and information regarding how the student's parents or guardians may contact the principal or designee.

The principal or designee shall notify in writing the teacher and the student's parents or guardian of the discipline or student support services which has occurred as a result of the teacher's report within one school day from the imposition of discipline or the utilization of the support services. The principal or designee shall make a reasonable attempt to confirm that the student's parents or guardian has received the written notification, including information as to how the parents or guardian may contact the principal or designee.

Progressive Discipline Procedures

When it is necessary to impose discipline, school administrators and teachers will follow a **progressive discipline process**. The degree of discipline to be imposed by each school official will be in proportion to the severity of the behavior of a particular student and will take into account the student's discipline history, the age of the student and other relevant factors.

The Code of Conduct provides a systematic process of behavioral correction in which inappropriate behaviors are followed by consequences. Disciplinary actions are designed to teach students self-discipline and to help them substitute inappropriate behaviors with those that are consistent with the character traits from Georgia's Character Education Program.

The following disciplinary actions may be imposed for any violation of this Code of Conduct:

- Warning and/or Counseling with a School Administrator or Counselor
- Loss of Privileges
- Time Out
- Removal from Class or Activity
- Notification of Parents
- Parent Conference
- Detention
- Placement in an Alternative Education Program
- Short-term Suspension
- Referral to a Tribunal for Long-term Suspension or Expulsion
- Suspension or Expulsion from the School Bus
- Referral to Law Enforcement or Juvenile Court Officials: Georgia law requires that certain acts of misconduct be referred to the appropriate law enforcement officials. The School will refer any act of misconduct to law enforcement officials when school officials determine such referral to be necessary or appropriate.

The maximum punishments for an offense include long-term suspension or expulsion, including permanent expulsion, but those punishments will be determined only by a disciplinary tribunal as outlined in the Washington County Board of Education policies.

Parents or students may elect not to contest whether a student has violated the Code of Conduct or the appropriate discipline, and in such cases, an agreement may be negotiated which would include the parents or students waiving a right to a hearing before a disciplinary tribunal.

Discipline

An attempt has been made to identify types of students' misbehavior and the punishment(s) that apply to misconduct. However, the Washington County School System reserves the right to punish behavior which endangers the welfare and/or safety of other students, faculty or staff or causes disruption to good discipline in the schools, even though such behavior is not specified in the written student discipline offenses.

Disciplinary action will include appropriate hearings and reviews, and, in all cases, the rights of individuals will be ensured and protected. Disciplinary actions, including detention, corporal punishment, short-and-long term suspensions, assignment to the In-School Suspension Program, Alternative School and expulsion, will be administered consistently throughout the Washington County School System.

Parents/guardians are ultimately responsible for the behavior of their children while at school, traveling to and from school, at school sponsored activities and on school buses. If any of these rules indicate that parents/guardians need to be contacted about their child's behavior, such contact will be made by telephone with said parent/guardian, by letter or by hand-delivery to the child's parents or guardian. It is the responsibility of the parents or guardian to keep the child's school notified of the child's current home address and telephone number.

All rules and regulations of the Washington County School System pertaining to student discipline shall apply at all activities on school premises and to and from all school sponsored and supervised activities during the regular school year, summer vacation and holidays.

A student who has been assigned to In-School Suspension for more than three times shall be referred to the Student Support Team in his/her school.

Referrals to the Disciplinary Hearing Tribunal are for consideration which includes but not limited to, the Alternative School placement, long term suspension and/or expulsion from the Washington County School System. Students and parents must be aware that teachers, secretaries and, school system administrators have authority over the students. Students are to follow the instructions of any school employee.

Students assigned to the Alternative School, ISS or suspended from school shall not participate in any school activities until their assignment is completed.

Students assigned to the Alternative School will not return to regular school until positive behavior changes occur and they have completed their assignment time.

Student Offenses and Sample Discipline Procedures

The Following List of Disciplinary Offenses and Possible Disposition Are in Accordance with The Policies and Procedures of The Washington County Board of Education; They Are Submitted as Information to School Personnel, Students and Parents. The School Principal or Assistant Principal Will Take Initial Disciplinary Action; The Disciplinary Measures Will Be Imposed in A Progressive Manner Depending on The Severity of The Offenses and The Number of Occurrences. A Citation May Also Be Issued for Infractions of The Rules.

The Principal's discretion may be used to address severe citations or duration and /or intensity.

Administrators will determine the Disposition Level after conducting the investigation of each incident.

Rule 1 - WEAPONS AND DANGEROUS INSTRUMENTS (Level 3)

Students may not possess, handle, use or transmit a weapon within a school safety zone, at a school building, school function, or on school property or on a bus or other transportation furnished by the school system. For the purposes of this code of conduct, a weapon means any object specified in O.C.G.A. § 16-11-127.1 or any object that is or may be used to inflict bodily injury or to place another in fear for personal safety or well-being and includes the following:

1. Pistol, revolver, or any weapon designated or intended to propel a missile of any kind, or any dirk, bowie knife, switchblade knife, ballistic knife, any other knife having a blade of three or more inches, straightedge razor, spring stick, metal knucks, blackjack, or any flaying instrument consisting of two or more rigid parts connected in such a manner as to allow them to swing freely, which may be known as nun chahak, nun chuck, nun chaku, schuriken, or fighting chain or any disc of whatever configuration having at least two points or pointed blades which is designed to be thrown or propelled and which may be known as a throwing star or original dart, or any weapon of like kind and any stun gun or taser;
2. A knife of any size or blade length, a firearm, explosive, firecracker, razor blade, a club or any instrument or article designed to be used as a weapon.

Disposition

A student who brings a firearm to school in violation of federal law shall be assigned to the Alternative School and will not return to regular school until they have completed their assignment time. A transition meeting will be held with the school's Discipline Team.

Rule 2 - ILLEGAL DRUGS AND ALCOHOL (Level 3)

A student shall not possess, sell, use, distribute, or be under the influence of any prohibited drug to include alcohol, narcotics, depressions, stimulants, hallucinogens, amphetamines, barbiturates, or any intoxicant of any kind. Proper use of a drug authorized by a medical prescription from a licensed physician shall not be considered a violation of this rule. The possession, use, sale or transmission of alcoholic beverages, any drug, whether legal or illegal, or any substance which is represented to be, or which reasonably appears to be alcoholic beverages, or any drug is prohibited. Any student bringing prescription or over-the-counter medication to school must follow the procedures required by school policy. Failure to follow these procedures will result in the student being in violation of this rule and subject to punishment. Illegal drugs and alcohol in vehicles that are driven by the student, that student will be held accountable for possession.

This rule applies for all students:

- On the school grounds before, during and after school hours, or at any other time when the school is being used by any school group;
- Off the school grounds while in attendance at a school activity, function or any other school related event;
- Engaged in travel to and from school and at school bus stops.

Disposition

Any offense → 10 days OSS, Referral to Disciplinary Hearing Tribunal, Referral to Law Enforcement

Rule 3 - ASSAULT ON A SCHOOL EMPLOYEE (Level 3) Assault - a physical or verbal attack on another person.

A student will not assault or attempt to assault a school employee:

On the school grounds during and immediately before or immediately after school hours;

On the school grounds or any other time when the school is being used by a school group;

Off the school grounds at a school activity, function, or event, or enroute to and from school or at school bus stops.

Disposition

10 days OSS, notification of law enforcement and referral to Disciplinary Hearing Tribunal.

Rule 4 - THREATENING OR INTIMIDATING A FACULTY/STAFF MEMBER (Level 3)

Disposition

1st offense → 5-10 days OSS depending on severity

2nd offense → 10 OSS days and referral to Disciplinary Hearing Tribunal

Rule 5 - ASSAULT ON A STUDENT/FIGHTING OR SUPPORTING A FIGHT (Level 3)

Assault - a physical or verbal attack on another person.

A student shall not do bodily harm to any person:

On the school grounds during and immediately before or immediately after school hours;

On the school grounds at any other time when the school is being used by a school group;

Off the school grounds at a school activity, function, or event or, enroute to and from school or at school bus stops.

Disposition Each offense - suspension home for the remainder of the day of the fight. Possible notification of law enforcement and citation.

Level 3 offense → 10 days OSS, referral to Disciplinary Hearing Tribunal and automatic referral to law enforcement with a Form 90

Note: Any form of group fighting will be treated as a 3rd offense position automatically.

Rule 6 - FIGHTING WORDS/VERBAL CONFRONTATION (Level 2-3) Degree of Disruption and Interference with School Operations. (Administrator's Discretion) No contact with another person

Disposition

1st offense - 3 days ISS

2nd offense - 5 days ISS

3rd offense - 3 days OSS

4th offense - referral to Disciplinary Hearing

Rule 7 - THREATENING OR INTIMIDATING ANOTHER STUDENT (Level 3)

Disposition

1st offense → 3 days OSS

2nd offense → 5 days OSS

3rd offense → 10 days OSS, referral to Disciplinary Hearing Tribunal

Rule 8 - DISRUPTION AND INTERFERENCE WITH SCHOOL (Level 1-3)

No Student Will:

- Block the entrance or exit of any school building or property or room thereof so as to deprive others of access thereof;
- Prevent or attempt to prevent the convening or continued functioning of any school, class, activity, or lawful meeting or assembly on the school campus;
- Prevent students from attending a class or school activity;
- Continuously and intentionally make noise or act in any manner as to interfere seriously with the teacher's ability to conduct the class;
- Misuse computers (including piracy)
- Misbehave at an assembly or pep rally;
- Speak loudly and boisterously in the halls, lunchroom, or classrooms; loud outbursts;
- Urge encourage or counsel other students to violate any of the preceding paragraphs of this rule.
- Possess, sale, or use fireworks on school property or at school functions.

- Chewing gum, excessive talking, sleeping in class and other off-task behavior.

Disposition

Minor Offense (Level 1-2) Degree of Disruption and Interference with School Operations.

(Administrator's Discretion)

After teacher intervention

- 1st offense → warning
- 2nd offense → 1-day ISS
- 3rd offense → 2 days ISS
- 4th offense - 5 days ISS

Major Offense (Level 3)

- 1st offense → 3-10 days OSS
- 2nd offense → Referral to Disciplinary Hearing Tribunal

Rule 9 - DISRESPECT, INCLUDING FAILURE TO FOLLOW COMMANDS (Level 1-3) Degree of Disruption and Interference with School Operations. (Administrator's Discretion)

- Refuse to identify himself/herself upon request of any teacher, principal, superintendent, school bus driver, or other authorized school personnel;
- Rude and disrespectful behavior;
- Refusal or failure to carry out instructions of staff member; (includes failure to report to the office or to the Academic Center during Academic Probation).
- Major Disruption of classroom instruction.

A student shall not fail to comply with reasonable directions or commands of teachers, paraprofessional, principals, school bus driver, or other authorized personnel when:

- On the school grounds during and immediately before or immediately after school hours;
- On the school grounds at any other time when the school is being used by a school group;
- Off the school grounds at a school activity, function, or event, or enrooted to and from school or at school bus stops

Disposition

- 1st offense → 3 days ISS
- 2nd offense → 5 days ISS
- 3rd offense → 3 days OSS possible referral to MTSS
- 4th offense → 5-10 days OSS, possible referral to Disciplinary Hearing Tribunal

Rule 10 - THEFT, DAMAGE OR DESTRUCTION OF SCHOOL PROPERTY OR PRIVATE PROPERTY (Level 3)

- A student shall not cause or attempt to cause damage to private property or steal or attempt to steal private property either on the school grounds or during a school activity, function, or event off school grounds.
- Willful and malicious destruction of and/or threat to destroy school property including such action as the use of threats or bombs, explosives, setting fires, and the deliberate and serious destruction of school property
- Willful and malicious vandalism of public or private property while student is under school supervision; Theft of school property while student is under school supervision

Disposition

- 1st offense → Restitution, 5 days OSS
- 2nd offense → Restitution, 10 days OSS and possible referral to Disciplinary Hearing Tribunal

Rule 11 - USE OF PROFANE, VULGAR, OR OBSCENE WORDS, GESTURES OR RACIAL SLURS, POSSESSION OF PORNOGRAPHY (Level 2-3). The nature of this offense will be considered with the option of OSS on the 1st offense.

Directed towards staff members, directed toward student or in general conversation.

Disposition

1st offense → 2 days ISS

2nd offense → 3 days ISS

3rd offense → 3 days OSS, possible referral to MTSS

4th offense → 5 days OSS, possible referral to Disciplinary Hearing Tribunal

Rule 12 - SMOKING, POSSESSION, OR USE OF ANY TOBACCO/VAPING PRODUCT OR INSTRUMENT (Level 3)
Tobacco Use Prohibited

No student, staff member or school visitor is permitted to use any tobacco product at any time, including non-school hours 24 hours per day, seven days per week: In any building, facility, or vehicle owned, leased, rented or chartered by the Washington County School District. On any school grounds and property - including athletic fields and parking lots - owned leased, rented or chartered by the Washington County School District; or at any school-sponsored or school-related event on-campus or off-campus. In addition, no student is permitted to possess a tobacco, electronic cigarettes, or vapor products. The policy may permit tobacco products to be included in instructional or research activities in public school buildings if the activity is conducted or supervised by the faculty member overseeing the instruction or research and the activity does not include smoking, chewing, or otherwise ingesting the tobacco product.

Tabaco and Vape Products: Lighters, matches, vapes and vape cartridges are considered illegal smoking products.

Administrators will determine the Disposition Level after conducting the investigation of the incident.

Disposition

Level 1 → Possession - 5 days OSS

Level 2 → Possession and Use 10 days OSS

Level 3 → 10 days OSS and referral to Disciplinary Hearing Tribunal

Rule 13 - TARDINESS TO SCHOOL/CLASS (Level 1-2) (Per semester)

6th tardy → 5 days Lunch Detention - Parent notification by letter or call will be attempted to notify them of student concerns.

7th tardy → 10 days Lunch Detention

8th tardy → 1 day ISS & Parent Conference

9th tardy → 2 days ISS

11th tardy → 3 days ISS

12th tardy → 5 days ISS

13th tardy → 1 day OSS for each tardy

Excused Tardiness - Student must be inside the classroom before the tardy bell sounds.

Student must report to the discipline office upon being identified as tardy.

MTSS will be considered on chronic tardy cases.

Emergency situations with restroom use or locker problems must be cleared with the teacher before the tardy bell sounds and have a written pass given by the teacher.

Rule 14 - STUDENT BEHAVIOR/GANG OR GANG RELATED ACTIVITIES (Level 2-3)

It is the purpose of the Washington County Board of Education to operate these schools in a manner that will initiate and promote activities which provide for the safety and well-being of persons and/or property. The Board of Education will make every effort to provide an orderly process of education. Students shall be governed by all policies of the Board of Education which are applicable in the school, on the school campus, at school activities away from school, on the way to and from school, at the school bus stop, and on the school bus. Students who violate this policy may be subject to suspension or expulsion.

Each student shall attend school clothed in a manner which is clean, not hazardous to him/herself and which does not distract from the educational environment. Students may not wear clothing, jewelry, accessories or grooming that indicate or imply a person is a member of a gang or gang-like group which advertises or promotes activities which threaten people or property. Such items are deemed in and of themselves to interfere with the orderly process of school. Students may not display symbols of gang or gang-like groups or participate in activities involving initiations, hazing intimidation and/or related activities. This includes throwing gang signs or wearing towels around the neck or carrying towels around the school. Students may not participate in gang and/or gang-like activities which are likely to cause bodily danger, physical harm, and degradation or disgrace resulting in physical or mental harm to students.

Disposition

1st offense - 3 days ISS, notification of law enforcement

2nd offense - 5 days ISS or home suspension

3rd offense - referral to Disciplinary Hearing

Rule 15 - Bullying

It shall be the policy of the Washington County Board of Education that the bullying of a student by another is prohibited. In accordance with Georgia law, bullying is defined as:

- Any willful attempt or threat to inflict injury on another person, when accompanied by an apparent present ability to do so; or
- Any intentional display of force such as would give the victim reason to fear or expect immediate bodily harm.

Discipline for any act bullying shall be within the discretion of the principal which may range from a reprimand to out-of-school suspension. However, upon a finding that a student has committed the offense of bullying for the third time in a school year, at a minimum the student shall be assigned to the alternative education program.

Disposition (Administrator will determine Level of infraction)

Level 1 - Student Conference

Level 2 - 3 days ISS and Parent Conference

Level 3 - 3 days OSS and Parent Conference

Rule 16 - EXTORTION OR ATTEMPT TO EXTORT (Level 3)

To incite or encourage inappropriate and unacceptable behaviors or actions.

Disposition

1st offense → Parent notification, restitution, 3 days ISS

2nd offense → Restitution, 3 days OSS

3rd offense → Restitution, 5 days OSS and possible referral to Disciplinary Hearing Tribunal

Rule 17 - SEXUAL MISCONDUCT/Sexual Harassment (Level 2-3)

Sexual Misconduct may include:

- Engaging in sexual activities on school grounds or during school activities
- physical and unwelcome sexual advances, lewd gestures or verbal conduct or communication of a sexual nature; requests for sexual favors;
- touching of private body parts of another person either through human contact or using an object forcibly or against the person's will or where the victim did not or is incapable of giving consent. Includes but is not limited to rape, fondling, child molestation, indecent liberties and sodomy.
- indecent exposure of private body
- parts
- Inappropriate sexually based behavior including but not limited to sexting, lewd behavior, possession of pornographic materials; simulated sex acts.
- possession of sexually explicit images; gender-based harassment that creates an intimidating, hostile, or offensive educational or work environment.

Disposition (severity considered)

1st offense - 3 days - 10 days of ISS

2nd offense - OSS or referral to Disciplinary Hearing; Referral to law enforcement including Form 90.

Rule 18 - INAPPROPRIATE PUBLIC DISPLAY OF AFFECTION/ OR COMMENTS/ ITEMS (Level 1-3)

Disposition

1st offense → counseling with student and parent contact (written/phone)

2nd offense → 3 days ISS

3rd offense → 5 days ISS

4th offense → 3 days OSS, possible referral to Disciplinary Hearing Tribunal

Rule 19 - ACTIVATION OF FIRE ALARMS, FIRE EXTINGUISHERS, OR OTHER FIRE PREVENTION DEVICES UNDER FALSE PRETENSE (Level 3)

Disposition

1st offense → Restitution if applicable, 3 days OSS

2nd offense → 5 days OSS and referral to law enforcement

3rd offense → 10 days OSS and referral to Disciplinary Hearing Tribunal

Rule 20 - GAMBLING (Level 1-3)

Gambling on school property or while attending an activity under school supervision is not allowed. No cards or gambling materials will be allowed at school or school activities, except used by the teacher in educational activities.

Disposition

1st offense → 3 days ISS

2nd offense → 3 days OSS

3rd offense → 5 days OSS

4th offense → 10 days OSS and referral to Disciplinary Hearing Tribunal

Rule 21 - IRRESPONSIBLE BEHAVIOR (Level 2-3)

Includes, but not limited to skipping school/class, leaving campus without permission, lying or forgery, not signing in Mrs. Craft's office when tardy to school and not signing in and out in the office during the school day if you must leave during school.

Disposition

1st offense → 3 days ISS

2nd offense → 5 days ISS

3rd offense → 3 days OSS

4th offense → 5 days OSS

5th offense → 10 days OSS possible referral to Disciplinary Hearing Tribunal

Students who miss school in violation of the compulsory attendance law, as well as the parents of such students, may be reported to appropriate law enforcement officials.

Rule - 22 BUS DISCIPLINE PROCEDURES - MINOR (Level 1-3)

Rules, Regulations, and safety tips on page 23.

Disposition

1st offense → Warning

The driver will speak with the student, possibly reassigning the student to another seat. The driver will document this and will give a copy of the principal or his/her designee and the student. This warning should be taken home with the student, signed by the parent and returned to the bus driver.

In the event the student does not return the signed discipline slip to the driver, the principal will be notified, and further disciplinary action will be taken by the principal. The principal or his/her designee will contact the parent or guardian and notify them about the student's conduct.

2nd offense → Punishment by the principal

The administrator of the school will contact the parent and notify them that the student has again violated transportation safety regulations and will be assigned to ISS. The parent/guardian will also be notified that the next offense will result in suspension from the bus.

3rd offense → Bus suspension 3-5 days

The administrator will notify the parent/guardian that the student has been suspended from the bus for 3-5 days and cannot ride any other bus. A Behavioral Contract/Agreement is given.

4th offense → Bus suspension 10 days

The administrator will notify the parent/guardian that the student has been suspended from the bus for 10 days and cannot ride any other bus.

5th offense → Bus suspension for the remainder of the school term

The administrator will notify the parent/guardian of bus suspension for the remainder of the school year.

NOTE: No student shall be allowed to ride any Washington County School bus if the student's riding privileges have been suspended. If the school year ends and the student has not served his/her entire bus suspension, then the student shall finish the bus suspension at the beginning of the next school year.

Bus Discipline Procedures - Major (Level 2-3)

1st offense → 10 days bus suspension

2nd offense → 3 days OSS separate from the 10 days bus suspension/Behavioral Contract

3rd offense → 10 days OSS, referral to the Board of Education for long term bus suspension, and referral to Disciplinary Hearing Tribunal

Major Misconduct includes but is not limited to physical threats, physical violence, gross insubordination to driver, possession of drugs and/or dangerous weapons, fighting, vandalism of a bus, and any other action that presents danger to other students, the driver, or the safe operation of the bus.

*The illegal drugs and alcohol or weapons rules will be applied in cases where students possess drugs, alcohol or weapons on the school bus or at school bus stops.

NOTE: Any bus misconduct which is in violation of local, state and federal laws could result in referral to the local police department. Principals and drivers will inform the Transportation Director of any student violating any laws while on the school buses. Riding the bus is a privilege and proper conduct is expected at all times. This privilege may be revoked based on behavior of the student.

Rule 23 - PARKING AND TRAFFIC VIOLATIONS ON SCHOOL PROPERTY (Level 1-3)

Driving and parking on campus is a privilege which may be revoked at any time. Each student who chooses to park or operate a vehicle on school property must follow the rules and regulations.

Students must park in assigned places only. For speeding, reckless driving and/or parking violations, the penalty will be notification of parents, possible revocation of driving privileges on campus, and possible notification of law enforcement officers. Students must exit parking lot upon arrival at school.

Vehicles on school campus are subject to search with probable suspicion as outlined in Board Policy.

Disposition

Level 1 -All Level 1 traffic and parking tickets will result in a \$20 fine.

All parking and traffic violations

that poses a high risk of safety and danger will result in the offense being categorized as a level 2 or level 3 offense. These violations will result in additional consequences as deemed by the administrative staff.

Level 2 - Loss of driving privileges from 10-30 days.

Level 3 - Loss of driving privileges from 30 > days.

Rule 24 - STUDENT DRESS CODE AND GROOMING (Level 1-3)

Each student is expected to adhere to the school's dress code policy.

Each student shall attend school clothed in a manner which is clean, not hazardous to him/herself and which does not distract from the educational environment.

The principal and/or other duly authorized school officials shall determine whether any particular mode of dress, apparel, grooming or use of emblems, insignias, badges, or other symbols results in interference or disruption. If such interference or disruption is determined, the principal shall give notice of the interference or disruption, and its cause, to all students by announcement or posting at the school. The identity of the individual shall be protected so as not to embarrass the child.

Articles of clothing worn to school may NOT have slogans, symbols, or pictures which represent any of the following: drugs; alcohol; profanity; tobacco products; offensive or sexually suggestive behavior; gang association; or religious, racial or ethnic slurs.

Disposition

1st offense - Principal's discretion (possible change of clothes)

2nd offense - 1 day ISS, parent notification

3rd offense - 2 day ISS,

4th offense - 3 days ISS

5th offense - 5 days ISS

6th offense - 10 days ISS possible referral Disciplinary Hearing Tribunal

Rule 25 - VIOLATION OF ISS RULES (Level 2-3)

Minor violations include but are not limited to sleeping, failure to do assignments, talking, being disruptive, failure to follow instructions, etc.

Major violations include but are not limited to extreme disrespect, insubordination, complete refusal to follow the rules. 2nd referral to office from ISS, etc.

Disposition

1st offense (Minor) - conference with student/warn of OSS
(Major) - OSS

2nd offense - OSS - possible referral to Disciplinary Hearing (OSS from ISS will be a minimum of two days and not more than ten days).

Rule 26 - CHEATING/PLAGIARIZING (Level 1-3) Teacher or Administrator's Discretion

Plagiarizing on School Assignments

Disposition

1st Offense =Plagiarism results in redo of assignment no higher than 85

2nd Offense=Plagiarism results in redo of assignment no higher than 80

3rd Offense =Plagiarism results in redo of assignment no higher than 75

4th Offense =Plagiarism results in redo of assignment no higher than 70

Cheating will not be tolerated. Parents will be notified; child counseled by teacher and receives a zero on test/assignment.

Disposition

1st offense - Student counseled by teacher and received a zero on the assignment

2nd offense - Zero on test, 2 days ISS

3rd offense - Zero on test, 3 days ISS

4th offense - Principal's discretion/OSS

Rule 27 - SCHOOL VISITORS (Level 2-3)

A student shall not invite a visitor (this includes small children) to attend any part of the school day. Parent/guardian will be notified, and visitor asked to leave. The visitor may be charged with trespassing and student may be given ISS.

Rule 28 - CELL PHONES AND ELECTRONIC COMMUNICATION DEVICES (Level 1-3).

No Cell Phones allowed. Phone will be taken up and the parent/guardian must pick-up. Principal may apply the disposition for failure to follow commands and respond appropriately.

Rule 29 - STUDENT ID'S - They must have the IDs with them every day at school.

(Level 1-3)

Losing your ID will result in the replacement cost of \$5.

Refusal to replace a lost ID will result in the following disposition:

Disposition

1st offense - replacement for \$5.00, Warning

2nd offense - replacement for \$5.00, parent conference

3rd offense (and refusal to replace) - replacement for \$5.00 1 day of ISS

4th offense (and refusal to replace) - replacement for \$5.00, 3 days of ISS

Students cannot deface ID's (for example, drawing, chewing, cutting, coloring, displaying or adding objects or stickers to the ID.) Students cannot display another student's ID at any time.

Disposition

1st offense - Warning (written).

2nd offense - 2 days ISS/ parent notification

3rd offense - 3 days ISS

4th offense - 5 days ISS

5th offense - 2 days OSS

6th offense - Principal's Discretion

RULE 30 - HORSEPLAY (Level 1-3)

Disposition

1st offense - warning/2 days ISS

2nd offense - 2 days ISS

3rd offense - 5 days ISS

4th offense - 3 days OSS

5th offense - 5-10 days OSS - possible referral to Tribunal/Disciplinary Hearing

RULE 31 - INCITING A FIGHT (Level 2-3)

Disposition

1st offense - 2 days ISS

2nd offense - 3 days ISS

3rd offense - 5 days ISS

4th offense - 2 days OSS

5th offense - 5-10 days OSS - possible referral to Tribunal Hearing

ARTICLES NOT ALLOWED AT SCHOOL OR BUS

Alcohol

Toys

Chemical Irritants

Matches

E-Cigarettes (Vaping Instruments)

Drugs, etc.

Toy Weapons

Laser Pointers

Cards or Dice

Cell Phones

Electronic Devices/Tablets

Drugs

Noise Making Devices

Tobacco Product

Lighters

Weapons Look Alike

Cameras

Video Games

Knives

Smart Watches

Fireworks

Items will be confiscated and returned at the end of the semester to the parent or guardian.

The principal reserves the right to amend the use of certain articles typically not allowed as it pertains to classroom instruction, school function or school athletic events projects. Example – cameras used for school projects, school activities or athletic events.

The principal or designee will confiscate items not allowed at school or bus and retain them until the end of the school term. Some of the items not allowed at school will be confiscated and retained by law enforcement as evidence.

Academic Behavior Student Center (ABS Center) - Some discipline referrals may result in a referral to the ABS Center. The ABS Center provides an additional level of support to students who may be experiencing issues related to academics, behavior, or social-emotional problems. In this case, a teacher or staff would refer the student to the ABS Center. A Team of teachers and staff will assess the review the referral and assessed the student for the next course of action. Refer to the ABS Center Section in the Handbook for additional information.

Academic Behavior Student Center (ABS)

What is the purpose of the Academic-Behavior Student Center (ABS Center)?

The ABS Center is a positive proactive strategic intervention Tier II or Tier III option in the RTI/MTSS conceptual framework to help students be successful with academics, behavior, self-efficacy development, and social-emotional wellness using various interventions and strategies to address the students' individual needs.

Who assigns a student to the ABS Center?

The student may be assigned by a collective group made-up of at least four members: Principal, assistant principal, counselor, lead teacher, content teacher, social worker, parent, nurse, school psychologist, IEP case manager, outside support persons, district personal, BCBA, OT, PT, and SLP. Principal or designee's signature is required on the compact and final approval of the assignment.

What is the duration of the student's stay in the ABS Center?

The assignment to the ABS Center can be for one-hour or less, extended hours, one full day, weekly, or monthly during school and after-school as designated by the MTSS or the Student Support Team (SST). The parent/guardian(s) must be notified via a phone call and/or given a written notice.

How will the parent engage in the process of assigning the student to the ABS Center?

The parent/guardian should be contacted by the teacher of record, counselor, administration, RTI/MTSS/SST coordinator, or the social worker to inform about a required meeting or phone conference to consider the ABS Center if the stay will be longer than a two-day stay. Any assignment less than two days will require a parent contact by phone for notification by administration. What documentation is required for the student attending the ABS Center?

- Parent contact documentation (Infinite Campus)
- Not There Yet Form and attendance report
- Teacher Tier I school classroom intervention documentation
- Student work sample(s) and academic status

- Administrative information/infinite campus
- Other appropriate information required in the RTI/MTSS & SEL process

Consideration for a student on Academic Probation

Students that have failed 3 or more courses during the first semester will be placed on academic probation and may be required to attend the Academic-Behavior Student Center (ABS Center), during 7th period, on enrichment day, after-school program, or after-school tutoring (3:10-3:45 PM) during the 3rd 9-week period. Additionally, if a student participates in extra-curricular activities and he/she is failing a course at the end of the 4½ weeks grading period or 9 weeks grading period, he or she will not be allowed to participate in the corresponding sport or event until the end of the next 4 ½ weeks grading period.

- If a student is on academic probation, he or she can't participate in athletics (consideration of GHSA eligibility requirements for WCHS), field trips, and other school-based activities unless the student support team (SST) with the principal's approval is given. If the student is on an athletic GHSA high or middle team, the coaching staff must host a study hall session with student-athletes on academic probation or on a Behavioral Contract.
- Students may be required to keep an ABS Center notebook/folder for documentation and review.
- Students on academic probation will be required to report to the ABS Center as determined by the SST or administration.

Consideration for a student Placed on a Behavior Contract

The Washington County High School Administrative Staff and Student Support Team may also place a student on a behavior contract for major offenses and after receiving four major disciplinary referrals.

- Students causing minor classroom disruptions (repeatedly) may be assigned to the ABS Center as an intervention option and must complete any required SEL programming and/or any academic blended learning options.
- Students on a behavior contract may be placed in ABS Center for a period of time often days. A meeting must be held with the parent/guardian to review the student progress before assigning additional days.
- Students may be required to keep an ABS Center notebook/folder for documentation and review.
- Students on academic probation will be required to report to the ABS Center as determined by the SST or administration.

Parental Involvement

The Washington County School System Code of Conduct is based on the expectation that parents, guardians, teachers, and administrators will work together to improve and enhance student behavior and academic performance. They will communicate freely their concerns and actions in response to student behavior that detracts from the learning environment. School administrators recognize that two – way communication through personal contact is extremely valuable; therefore, they provide information to parents as well as on- going opportunities for school personnel to hear parents' concerns and comments. Parents and students should contact the principal of the school if specific questions arise related to the Code of Conduct.

The Code of Conduct specifies within its standards of behavior various violations of the Code which may result in a staff member's request that a parent or guardian come to the school for a conference. Parents are encouraged to visit the school regularly and are expected to be actively involved in the behavior support processes designed to promote positive choices

and behavior.

Georgia law mandates that any time a teacher or principal identifies a student as a chronic disciplinary problem student, the principal shall notify by telephone call and by mail the student's parent or guardian of the disciplinary problem, invite the parent or guardian to observe the student in classroom situations, and request at least one parent or guardian to attend a conference to devise a disciplinary and behavioral correction plan. Georgia law also states that before any chronic disciplinary problem student is permitted to return to school from a suspension or expulsion, the school shall request by telephone call and by mail at least one parent or guardian to schedule and attend a conference to devise a disciplinary and behavioral correction plan.

The law allows the Board of Education to petition the juvenile court to require a parent to attend a school conference. If the court finds that the parent or guardian has willfully and unreasonably failed to attend a conference requested by the principal pursuant to the laws cited above, the court may order the parent or guardian to attend such a conference, order the parent or guardian to participate in such programs or such treatment as the court deems appropriate to improve the student's behavior, or both. After notice and opportunity for a hearing, the court may impose a fine, not to exceed \$500,000, on a parent or guardian who willfully disobeys an order of the court under law.

Student Support Process

Washington County School System provides a variety of resources which are available to help address student behavioral problems. The school discipline process will include appropriate consideration of support processes to help students resolve such problems. The resources include student support teams through a multi-tier intervention process, school counselor, WCBOE social worker and mentors.

Advanced Placement Classes

The following AP classes are offered at Washington County High:

AP English Language

AP English Literature

AP Chemistry

Advisement Program

All students are part of the advisement program. Parents should check their child's transcripts, monitor progress through Infinite Campus, and meet with counselors periodically to ensure student success. An evening advisement will be held to provide parents an opportunity for input regarding course selection during the month of March.

Attendance Policy

It is the policy of the Washington County Board of Education that students must attend school each day school is in session for the entire school day, unless the student is absent due to one or more of the reasons specified by law and the State Board of Education Rule 160-5-1-.10 as follows:

1. Personal illness or attendance in school endangering a student's health or the health of others;
2. A serious illness or death in the student's immediate family necessitating absence from school;
3. A court order or an order by a government agency, including pre-induction physical examination for service in the armed forces, mandating absences from school;
4. Celebrating religious holidays necessitating reasonable absences from school;
5. Conditions rendering attendance impossible or hazardous to student health or safety.
6. Visiting with a military parent prior to deployment or during leave from an overseas combat zone or support posting (up to 5 days per school year).

The State College and Career Ready Performance Index (CCRPI) uses school attendance to determine whether schools make adequate yearly progress. If 15% of our students miss over **10** total days (excused or unexcused), we do not meet CCRPI goals.

Students will be counted present when they are serving as Pages of the Georgia General Assembly and/or while representing the school in an activity approved by the school and/or the Washington County Board of Education.

Within **two (2) school days** after returning to school, the student must submit to the attendance clerk official doctor's documentation for each day or portion of the day as to the reason the student was absent. All such documentation will be evaluated by the principal or attendance clerk to determine if the absence is excused or unexcused. If the required documentation is not furnished or the reason for the absence is other than stated previously, the absence shall be considered unexcused.

Students may have an excused absence when attending a funeral of an immediate family member upon submitting the official funeral program to the attendance clerk on the first day of returning to school. Students will be responsible for any schoolwork missed. See Makeup Work Policy.

A student may make up schoolwork or assignments for each absence, including tests, after returning to school in the time prescribed by the student's teacher. If the student fails to make up work within the prescribed time, the student will be denied credit for all work not completed. A student will not be penalized academically for all work made up during the time and in the manner prescribed.

If a student signs out five (5) minutes before class is over, it is counted as an unexcused absence for that class period.

Attendance Support Team (AST) meetings may be held when a student has three (3) unexcused absences and has excessive tardies and sign-outs. If students continue to have unexcused absences after AST meetings or parents fail to attend the AST meeting, charges may be filed in State or Juvenile Court.

WCHS students should note the following:

- To receive an award for perfect attendance, a student may not be absent, tardy or be dismissed before the end of the instructional day.
- Skipping constitutes an unexcused absence.
- **Students who are failing more than 2 classes may not be allowed to attend a scheduled NI activity at the discretion of the principal.** NIs are absences for activities such as non-instructional field trips or extracurricular activities.
- Work missed during an NI absence will be expected to be made-up on the next school day if the work missed was announced prior to the absence. Work previously announced prior to a regular single absence should also be made-up the following day. In the case of extended absences, the student must make up missed work within 3-5 school days. This should be arranged before or after school and at the convenience of the teacher.

Students must follow attendance procedures outlined in this handbook. Students who are absent have 72 hours in which to present a note stating the reason for their absences. Responsibility for proving that an absence is excused falls directly on the student. Students who are out for 10 or more consecutive days for a medically documented illness should apply for hospital homebound services.

ASVAB and Military Recruitment

The Armed Services Vocational Aptitude Battery (ASVAB) is a multiple-aptitude battery that measures developed abilities and helps predict future academic and occupational success in the military. It is administered annually to more than one million military applicants, high school, and post-secondary students. It is usually administered to LCSS juniors and seniors at least once each school year. The ASVAB assesses students' knowledge of general science, arithmetic reasoning, word knowledge, paragraph comprehension, mathematics knowledge, electronics information, auto and shop information, and mechanical comprehension.

The ASVAB is offered to high school and post-secondary students as part of the ASVAB Career Exploration Program. The program provides tools to help students learn more about career exploration and planning, in both the civilian and military worlds of work. ASVAB scores are used primarily to determine enlistment eligibility, assign applicants to military jobs, and aid students in career exploration.

Military recruiters of each branch of the Armed Forces are available to assist students with career exploration within the military; however, students do have the right to decline the services of military recruiters. See your school counselor for any questions or concerns.

Bullying Policy

The Washington County School District believes that all students can learn better in a safe school environment. Behavior that infringes on the safety of any student will not be tolerated. Bullying, as the term is defined in Georgia law, of a student by another student is strictly prohibited. Such prohibition shall be included in the student Code of Conduct for all schools within the school system.

Bullying is defined as follows: An act which occurs on school property, on school vehicles, at designated school bus stops, or at school related functions or activities, or by use of data or software that is accessed through a computer, computer system, computer network, or other electronic technology of a local school system, that is:

- 1) Any willful attempt or threat to inflict injury on another person, when accompanied by an apparent present ability to do so; 2) Any intentional display of force such as would give the victim reason to fear or expect immediate bodily harm; or 3) Any intentional written, verbal, or physical act, which a reasonable person would perceive as being intended to threaten, harass, or intimidate, that:
 - a. Causes another person substantial physical harm within the meaning of Code Section 16-5-23.1 or visible bodily harm as such term is defined in Code Section 16-5-23.1; b. Has the effect of substantially interfering with a student's education; c. Is so severe, persistent, or pervasive that it creates an intimidating or threatening educational environment; or d. Has the effect of substantially disrupting the orderly operation of the school.

Acts of bullying shall be punished by a range of consequences through the progressive discipline process, as stated in the Code of Conduct. However, upon a finding by the disciplinary hearing officer, panel or tribunal that a student in grades 6-12 has committed the offense of bullying for the third time in a school year, the student shall be assigned to the alternative school.

Upon a finding by a school administrator that a student has committed an act of bullying or is a victim of bullying, the administrator or designee shall notify the parent, guardian, or other person having control or charge of the student by telephone call or through written notice, which may be done electronically.

Students and parents will be notified of the prohibition against bullying and the penalties for violating the prohibition by posting information at each school and by including such information in the student/parent handbooks.

Bus Policy

The school bus is considered an extension of the classroom. Behavior appropriate for the school setting is expected. When students arrive on campus they must go directly into the building. For example, students are not allowed to get off of the bus, leave campus or go to the parking lot for any reason.

The district reviews procedures during the summer to improve safety measures and service to students. After our summer review, we determined that “bus changes” should be improved in order to ensure the safety of students. In order to ensure that your child arrives to the location that you have requested, we will require a note from the child’s guardian or guardian designee. No phone calls will be taken for bus changes.

If you need to make a bus change during the day, the guardian or a designee of the guardian (person must be listed on the student’s sign-out list), must come to the school to complete a bus pass. This change will help us provide a safe environment for the children.

Campus Searches

WCHS Campus Searches

The principal or assistant principal shall be responsible for conducting reasonable interviews of students in order to investigate misconduct properly. Searches are based on a reasonable suspicion of the presence of dangerous items and for other good and sufficient reasons. Lockers and student vehicles are subject to inspection, if reasonable suspicion has been established. Lockers may be rented to students by the school, but the **lockers remain the sole property of the Washington County Schools** and are subject to *unannounced* searches by school personnel. The principal at Washington County High School may deny a student the privilege of bringing a vehicle on campus. Use of metal detectors to search a student is permitted when there is reasonable suspicion that the student possesses a weapon of any kind or when a student exhibits predisposition to violent behavior or the use of force.

Use of Drug Dogs - The school system in cooperation with established InterQuest K-9 Services may use dogs to detect out drugs when deemed appropriate. The use of dogs shall conform to state and federal law. Any vehicle searches based on a positive K-9 alert will be conducted by the school administrator, InterQuest and school law enforcement personnel.

Cafeteria

The cafeteria, a non-profit organization, is operated by Washington County Board of Education School Food Services for students’ convenience. Menus are developed in accordance with state guidelines. Breakfast and lunch meals are served to students at no charge.

Cafeteria Rules

1. The breakfast line will close when the 8:15 bell rings.
2. Not eating breakfast does not entitle a student to two lunches.
3. All discipline rules apply in the cafeteria. Breaking in line is considered a discipline offense. Any discipline problems should be referred to the administrators on duty.
4. Students are responsible for cleanup of their areas. Failure to do so may result in disciplinary action.
5. Students should enter their PIN numbers in the digital keypad.
6. Students may not, under any circumstances, use someone else’s PIN number to get a meal.
7. After lunch, students will remain in the commons area. No students should be in the hallways or other off-limit areas during lunch.
8. Students may not leave campus to purchase meals. Sack lunches and/or breakfasts from food establishments may not be brought on campus by students or delivered to students.
9. Tables and chairs are not to be moved.
Students may purchase a well-prepared meal or bring lunches from home.

Commercially prepared food cannot be taken to the cafeteria nor can persons outside of the school deliver it to a student on campus. Students should go to the cafeteria in an orderly manner. Cutting in the

lunch lines will not be permitted. All papers, food, etc. should be removed from the floor, table, and grounds before the students leave lunch. Good manners and cleanliness are expected in the cafeteria at all times.

During lunch, students are not allowed anywhere in the building except the lunchroom, or outside courtyard area (Seniors) by the cafeteria. Students are not permitted to go to lockers or use the phone during lunch periods. Students may only go to lockers during class changes, before or after school.

Child Find Procedures

GENERAL

(a) Each LEA must have in effect policies and procedures to ensure that all suspected children with disabilities, including those who are homeless, are wards of the State or are attending private schools, regardless of the severity of their disability, and who are in need of special education and related services, are identified, located and evaluated. [34 C.F.R. § 300.111]

(b) Each LEA shall ensure that before conducting any significant activity that is designed to identify, locate or evaluate children, annual notice must be published or announced in newspapers or other media, or both, to notify parents of this activity. [34 C.F.R. § 300.612 (b)]

(c) These policies and procedures shall provide for the screening and evaluation of all children with suspected disabilities birth through age 21 to include:

1. Children birth through age three. An LEA may fulfill its child find responsibility through referral to the Babies Can't Wait early intervention program operated by the Department of Community Health.

2. Preschool children, ages 3-5, not yet eligible for state-funded kindergarten.

3. Children enrolled in the LEA schools including public charter schools.

(i) Children who are suspected of being children with disabilities and in need of special education, even though they are progressing from grade to grade. [34 C.F.R. § 300.111(c)(1)]

(ii) Highly mobile children, including migrant children. [34 C.F.R. § 300.111(c)(2)]

4. Children who are detained or incarcerated in city/county operated jails or correctional facilities.

5. Children who reside in the LEA and are enrolled in home school/study programs.

6. Parentally placed private school children. [34 C.F.R. § 300.131(a)]

(i) Children enrolled by their parents in private, including religious, elementary and secondary schools located in the LEA's jurisdiction. [34 C.F.R. § 300.130]

160-4-7-.03-1 CHILD FIND PROCEDURES

Code: IDDF(3)

(d) A practical method is developed and implemented to determine which children are currently receiving needed special education and related services. [34 C.F.R. § 300.111 (a)(ii)]

1. Each LEA shall submit to the Georgia Department of Education (GaDOE), in an electronic format specified by GaDOE, data requested by the GaDOE on all children ages three through twenty-one who have been found eligible for special education and related services.

2. All data shall be accurate and timely. [34 C.F.R. § 300.645]

(2) INTERVENTIONS PRIOR TO REFERRAL.

(a) The screening of children by a teacher or specialist to determine appropriate instructional strategies for curriculum implementation shall not be considered to be an evaluation for eligibility for special education and related services. [34 C.F.R. § 300.302]

(b) Prior to referring a student for consideration for eligibility for special education and related services, a student must have received scientific, research or evidence-based interventions selected to correct or reduce the academic, social or behavioral problem(s) the student is having.

1. Student referrals must be accompanied by documentation of scientific, research or evidence based academic and/or behavioral interventions that have been implemented as designed for the appropriate period of time to show effect or lack of effect that demonstrates the child is not making sufficient rate of progress to meet age or State-approved grade-level standards within a reasonable time frame.

2. Exceptions may be made in circumstances where immediate evaluation and/or placement is required due to a significant disability that precludes access to instruction.

3. The exception noted in (2)(b)2 should be an infrequent and rare occurrence, and the circumstances evidencing the need for the LEA's use of the exception must be clearly documented in the eligibility decision. Authority O.C.G.A. § 20-2-152; 20-2-240.

Class Officer Elections (School-wide)

ELECTIONS - Class Queens Miss Freshman Miss Sophomore Miss Junior Miss Senior Miss WCHS
Criteria for Class Queens, Miss WCHS, Homecoming King:

1. An 85 over-all average for previous year or an 80 cumulative average
2. No at-home suspensions from previous year until conclusion of all Homecoming Activities/Parade
3. No more than one day in ISS from previous year until conclusion of all Homecoming Activities/Parade
4. Positive faculty recommendations
5. No school, textbook, or library debt
6. No more than ten (10) unexcused absences from the previous school year.

Homecoming **escorts** may be a male or female relative and must be at least twenty-five years old or older. The Homecoming Committee must approve escorts. **Campaign** posters, flyers, and/or stickers may be posted on appropriate surfaces (no painted walls or doors) and removed at the conclusion of the election. Stickers should not be affixed to textbooks. Miss Freshman, Miss Sophomore, Miss Junior and the top five Miss WCHS candidates and the top five Miss Senior candidates will participate in the Homecoming Activities. Miss Freshmen, Miss Sophomore, Miss Junior, Miss Senior, and Miss WCHS will ride the float in the Kaolin Parade if such event is held. If WCHS's Homecoming Coronation does not precede the parade, the participation on the Homecoming float will be the top five Miss WCHS candidates.

Club Queens Criteria for Club Queens and Class Officers:

1. An 85 over-all average for previous year or an 80 cumulative average
2. No at-home suspensions from previous year until conclusion of all Homecoming Activities/Parade
3. No more than one day in ISS from previous year until conclusion of all Homecoming Activities/Parade
4. Must have been a member from previous year and considered in good standing with club advisor
5. No school, textbook, or library debt
6. No more than ten (10) unexcused absences from the previous school year

Dress Code for Homecoming Activities: Female dress code shall be the same as for the Junior-Senior Prom. Male dress code shall be formal attire or dress suit with necktie. No hats.

Class Officers Each class will have three officers as follows: President Vice President Secretary/Treasurer

Washington County High qualifications for class officers:

- Must pass five subjects during the previous semester, have principal approval, have credible behavior, positive attitude be on track for graduation and have positive teacher recommendations.
- If during the school year, an elected student fails to meet the above academic criteria or is involved in any disciplinary misconduct resulting in home suspension, he/she will be removed from office and not permitted to be considered for any student honor or privileges during that school year in which the disciplinary action was taken.

CLASS RINGS

Students must have earned ten (10) units of credit at the beginning of first semester to order class rings. The vendor selling the rings will be responsible for all activities concerning the rings. The school is not responsible for problems with deposits, ordering, workmanship, etc.

College Visitations

Seniors will be allowed one excused absence for the purpose of visiting universities, colleges, technical or vocational schools in a school year. During fall and spring semesters the college visits will be excused. It will count as one of their five absences for exemption. For visits to be counted as excused, students must furnish the Attendance Office an official letter from the institution visited. This letter must be on official letterhead of the institution and must include the student's name, the date visited, and a brief statement of activities the student engaged in during the visit. An official of the institution must sign the letter.

COMPUTER LAB

Upon entering and/or leaving the computer lab, students should check in with the media specialist in charge of the lab. Students are expected to be on task in the computer lab at all times. All non-educational software, including audio CDs, is strictly prohibited in the computer lab and having such will be a discipline offense. Students who use the Internet must also have on file with the lab teacher a completed Internet objective form signed by the *teacher issuing the assignment*. It is against the computer lab code of ethics to access the file of another student or access a program or site other than what a teacher has assigned. **Violations of this policy will be dealt with as a discipline offense.** See Internet Usage Policy.

CONCESSION/FOODS

All food, snacks, and drinks will be eaten *only* in the cafeteria and other designated outside areas. Students not in compliance with this rule are subject to having their food and drink items confiscated. Students will not be allowed to bring outside food, snacks, or drink when entering the school during normal school hours. All items will be confiscated, and these items will not be returned.

Confiscated Items

Confiscated items (i.e., hats, electronic devices) may be picked up in the discipline office after 2:45pm by a parent/guardian.

DAR GOOD CITIZEN AWARD

Teachers will nominate candidates for DAR Good Citizen Award. Students must be in good standing with the faculty with no at-home suspensions. The faculty will then vote for one (1) of the three (3) students who received the most nominations.

DEBTS

A student debt is defined as lost or damaged textbooks and/or classroom materials, club fines, extracurricular activity fees, library fines and destruction of school property. These debts must be paid in cash or money orders. Replacement copies of textbooks and/or library books will not be accepted. Refunds are made if textbooks are found. Non-payment of these debts will result in ineligibility for various school activities, such as the prom, exemption for fourth nine-week exams, or school ambassador eligibility. The school reserves the right to submit unpaid debts to the Washington County Collection Agency for collection. A collection fee will be added to the debt. **Note:** Washington County High School will no longer accept personal checks of any kind. All financial transactions must be handled in cash or money order.

DELIVERIES

No deliveries may be made to the school.

Dress Code Policy

Policy JCDB : Student Dress Code

DRESS CODE

The student along with his/her parents is responsible for appropriate dress and adherence to the Washington County Dress Code while attending Washington County Schools. A neat, dignified, and well-groomed appearance is expected of every student. We strive to instill a level of excellence in our students in order to develop their personal best in academics, extra-curricular activities, and appearance. We are preparing students for their future-today!

The administrative staff and faculty are responsible for the enforcement of the Washington County Dress Code. If a student is not in uniform or not adhering to the dress code rules, then he/she will be in violation of Washington County Schools Dress Code. This will be a discipline offense, and the student will be dealt with accordingly. The dress code will also apply to all formal events and field trips.

The Washington County School System requires all students in Pre-K through 12 to wear a school uniform. All students in Pre-K through 12 (except those deemed exempt) must adhere to this mandatory school uniform policy with the following dress code being applied in all schools:

- Solid black, khaki colored or navy-blue pants/slacks (no hospital scrubs, knit pants, leggings (as an outer garment), jogging or cargo pants; no zippers or pockets on pant legs).
- Uniform pants must be worn and belted at the natural waist and made of standard uniform material (cotton, twill, or a blend of uniform-type material, not including denim or denim look alike).
- Belt buckles must be no more than 2 inches wide with no designs or graffiti.
- Belts must be worn.
- Any solid color short/long sleeve shirts; must be collar-style shirts (Polo or Oxford style) If logo is worn on the shirt it must be no larger than three (3) inches.
- Shorts, Capri's, wrap skirts, skirts, and jumpers must be no shorter than two (2) inches above the knee (front and back). The colors are solid black, khaki colored, or navy blue (standard uniform material – cotton, twill, or a blend of uniform type material, not including denim).
- Any solid color dress may be worn but must be no shorter than 2 (two) inches above the knee in front and in back. Strapless dress is not allowed. Thin-strapped dresses must have a solid color polo-style shirt underneath.
- No hooded jacket, no hooded sweaters or no hooded pullovers can be worn at grades Pre-K-12.
- Closed-toe and closed-back shoes are required. The foot must be completely covered.
- Leggings cannot be worn as an outer garment but may be worn under a dress or skirt.
- Any solid-colored sweaters (no hooded) or vests will be permitted.
- All shirts must be tucked in for girls and boys.
- All shirts must be long enough to be tucked in for boys and girls.
- Tank tops, thermal undergarments, and turtlenecks in a solid color may be worn under the uniform top.

- No extreme hair color/style that causes disruption or interferes with the learning environment will be allowed. Hair color is defined as a natural hair color.
- No hats, caps, sweatbands, do-rags, skull caps, scarves or sunglasses may be worn in the building.
- No skin-tight clothing.
- No heavy, metal jewelry with symbols.
- No bedroom shoes.
- No offensive or sexually suggestive nail art, tattoos or belts.
- No pajamas.
- No denim or denim look alike (any color) jeans, skirts, dresses, jumpers, jackets, etc. **(Except on a principal's approved Spirit Day)**
- No grills may be worn in the mouth.
- No visible piercings may be worn except in the ears.

The Principal may adjust the code as needed for special events such as Homecoming Week, Red Ribbon, Spirit Friday (jeans and spirit wear with Washington County Logos), School Prom and special situation(s) for individual students. This will be left to the discretion of the school administrator.

FERPA - Family Educational Rights and Privacy Act

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.

FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students."

Parents or eligible students have the right to inspect and review the student's education records maintained by the school. Schools are not required to provide copies of records unless, for reasons such as great distance, it is impossible for parents or eligible students to review the records. Schools may charge a fee for copies.

Parents or eligible students have the right to request that a school correct records which they believe to be inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student then has the right to a formal hearing. After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information.

Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions (34 CFR § 99.31):

- School officials with legitimate educational interest;
- Other schools to which a student is transferring;
- Specified officials for audit or evaluation purposes;
- Appropriate parties in connection with financial aid to a student;
- Organizations conducting certain studies for or on behalf of the school;
- Accrediting organizations;
- To comply with a judicial order or lawfully issued subpoena;
- Appropriate officials in cases of health and safety emergencies; and
- State and local authorities, within a juvenile justice system, pursuant to specific State law.

Schools may disclose, without consent, "directory" information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance. However, schools must tell parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request that the school not disclose directory information about them. Schools must notify parents and eligible students annually of their rights under FERPA. The actual

means of notification (special letter, inclusion in a PTA bulletin, student handbook, or newspaper article) is left to the discretion of each school.

General Rules

Outer clothing which resembles loungewear, pajamas, or underwear is prohibited.

Fads and styles in dress which differ extremely from conventionally accepted standards are prohibited.

Any clothing that is viewed as distracting because of extremes in style, fit, color, pattern, fabric, etc., shall not be permitted. **Undergarments may not be exposed at any time.**

Specific Rules

Blouses/shirts should be constructed so that the **top of the shoulder is covered and is fitted under the arms** (no halter tops, tank tops, strapless tops, spaghetti straps, or bare-shouldered tops of any type will be allowed).

Blouses/shirts which expose any portion of the waist, hips, or midriff are not allowed.

Blouses/shirts which **are not appropriate** for school include those which are **low-cut, see-through, backless, or tube tops.**

Holes in clothing that are **excessive** in size or amount, are a distraction to the learning environment, or **allow skin to show are prohibited.** If jeans with holes are worn, they must have leggings on underneath.

In accordance with board policy governing student conduct with regard to bullying, weapons, gangs, and drugs: clothing shall be free of inflammatory, suggestive, racial, or other inappropriate writing, advertisement, or artwork.

This includes offensive words and designs, violence (blood, death, weapons), sex, Playboy symbols, hate groups, tobacco products, drugs, and alcohol.

No clothing or other article may be worn or displayed which may indicate membership in a gang at school or any school function.

Pants, shorts (for girls **AND** guys), and dresses must be **knee-length** or longer, and must have a hem. Sagging pants are not allowed and pants must be worn at the waist.

When leggings or yoga pants are worn, a dress, shirt or skirt must be worn over the leggings.

The dress, shirt, or skirt must be at least mid-thigh in length or longer.

□ Students may not wear hoods on their heads while in the building. Accessories

Shoes/sandals must be worn at all times. Cleated shoes are prohibited inside the building.

House/bedroom slippers are not acceptable.

Males and females may wear earrings however students may not wear ornaments (jewelry) which pierce the skin such as the nose, lips, tongue, eyelid, etc.

Students may not wear hats, caps, bandanas of any color, sunglasses, combs, picks, etc., inside the building. Hair & Grooming

Facial hair should be neat, clean, closely trimmed and not be a distraction to the learning environment.

Hair must be well groomed. **Only natural hair coloring is permitted.** Extreme hairstyles and fads that would interfere with the learning process, cause a disruption of the educational environment, or be a health or safety hazard are prohibited.

EARLY DISMISSAL

Students who are not enrolled in a 6th and/or 7th period class *must* leave the campus immediately following dismissal from their last class. Students with early dismissal must provide their own transportation and may not return to campus for transportation. Students who are not able to leave campus will be assigned a 6th and/or 7th period class. There will be no exceptions. **Fourth Nine Weeks: Students who require the following for high school graduation will not be allowed early dismissal: course recovery, and/or failing required courses** (For additional information, see Senior Release).

END-OF-COURSE TESTS

Milestone Test will be given in Ninth Grade English, Eleventh Grade English, Physical Science, Biology, Economics, U.S. History, Algebra I and Analytic Geometry. Milestone Test reports shall provide students, parents, and educators with individual scores on each Milestone Test taken. A student's Milestone Test shall count for Twenty (20) percent of the student's final average and will be reported on the student's report card. Milestone Test may not be exempted. **Refer to Board Policy IHA.**

EXAM EXEMPTION POLICY

Students with satisfactory grades and exemplary attendance may be eligible to exempt final exams in the spring. There are three steps to the exam exemption policy.

Step 1 - Meet Exemption Eligibility Requirement Students in 9th - 11th grade who have ten (10) or fewer unexcused absences in ALL classes will be eligible to earn exemptions for final exams. A student with more than ten (10) unexcused absences in any class period forfeits eligibility for exemption from any final exam. Each student will be eligible for exemption if he or she is has no more than 5 tardies in a particular class.

Step 2 - Earn Exemptions (Students will not receive more than seven (7) exemptions) Once a student is eligible to exempt, he/she may earn up to 7 exemptions based on full day attendance and/or academic requirements below.

Attendance Reward Requirement (based on full day attendance - includes excused & unexcused absences): Students who have perfect attendance will be allowed to exempt 7 exams Students who miss 1 day will be allowed to exempt 6 exams. Students who miss 2 days will be allowed to exempt 5 exams. Students who miss 3 days will be allowed to exempt 4 exams. Students who miss 4 days will be allowed to exempt 3 exams. Students who miss 5 days will be allowed to exempt 2 exams. Students who miss 6 days will be allowed to exempt 1 exam.

Academic Reward Requirements

1. A student must have a passing yearly average in a class
2. A student who receives Proficient or Distinguished level on Georgia Milestone Test in Physical Science, 9th Grade Literature, American Literature, Biology, U.S. History, Economics, Algebra I, or Geometry, may exempt the final exam for that class as long as he/she is passing the class.
3. A student who passed the End of Pathway Test may exempt exam for that class as long as he/she is passing the class
4. A student who receives Proficient on the Reading Inventory (RI) may earn 1 exemption, and a student who receives Distinguished on the RI may earn 2 exemptions

Step 3 - Clear Any School or Library Debts A student must pay any school or library debt before an exemption can be granted for any reason. Debt notices will be mailed during the school year, and a list of students with debts will be issued prior to exemptions being announced.

SENIOR EXAM EXEMPTION POLICY - As a senior privilege, a senior who has ten (10) or fewer unexcused absences and a passing average in a class, may exempt his/her final exam in that class.

End of the School Day

The regular school day ends at 3:30 pm. At this time, students are dismissed to their cars, bus ramp or car rider line. All

parent pickup after school will be located on the South end of the building facing the baseball field. Only students who ride the bus after school should be on the bus ramp. All students should be off campus no later than 4:00 pm unless they are under direct supervision of a school faculty or staff member. Students who are not picked up on time will be asked to ride the bus.

Extracurricular Activities

Students participating in extracurricular activities must pass at least five (5) subjects during the semester immediately preceding participation. These subjects must carry credit toward graduation. Summer school is an extension of the second semester. Students not meeting this requirement will be ineligible

for one semester, and they will remain ineligible until they pass five (5) subjects during the semester preceding participation. A student must be considered on track toward graduation. To be considered on track for eligibility, the following criteria must be met:

10th grade (2nd year) 4 Carnegie units 11th grade (3rd year) 10 Carnegie units 12th grade (4th year) 16 Carnegie units Students learn teamwork, discipline, responsibility, and many other social skills through participation in extra-curricular activities. Participation in extracurricular activities is considered an integral part of high school life that

enhances the development of the total student. To participate in competitive extracurricular activities, students must meet all eligibility requirements and other policies governing participation as set forth by Georgia High School Association and the local Board of Education who are responsible for establishing eligibility requirements. Below are the general guidelines for eligibility. All eligibility issues should be discussed with the athletic director.

The following information is in effect as of July 2018:

- All academic requirements are based on a minimum passing grade of 70.
- GHSA refers to the Georgia High School Association activities that are governed by that body.
- State Board of Education No Pass/No Play policy pertains only to competitive interscholastic activities.
- Approved high school and middle school summer school is an extension of the spring semester.
- All students must meet the following requirements to be eligible:
- Age - To be eligible to participate in interscholastic activities a student must not have reached his/her 19th birthday prior to May 1st preceding his/her year of participation.
- Semesters - students are only eligible to participate for 8 consecutive semesters from the time they enroll in their first 9th grade course. (Alg. I in the 8th grade does not count in the semester rule).
- Home school enrollment - Students must participate in activities at the school where they first entered the 9th grade. Students who enroll in another high school during their 8 semesters are subject to migratory rule requirements and a form B must be completed.
- Students must pass 5 out of 7 classes and meet on-track requirements.

All students who are entering the 9th grade for the first time are eligible for the first semester provided they meet the age requirement. At the end of the 1st semester and every semester thereafter, students must pass 5 out of 7 classes, meet on-track requirements, and satisfy the age requirements.

In addition to the above GHSA and state requirements, all students must have a current physical form on file, a parent permission form, and an insurance waiver form to be eligible to participate. In order to participate in extracurricular activities, a student must be counted present on the day of participation. Ex: A student may not stay home for the day then participate in a contest that afternoon or evening.

Students should remember that the same discipline expectations, rules, and regulations are in effect at any school sponsored event in any location as would be expected on our campus during the school day.

Field Trips

Optional occasional field trips are a part of the yearly curriculum. Details of dates, activities, and costs are provided prior to each field trip. Prior written permission from the parent is required for participation. Students who do not return parent permission forms will not be allowed to participate. Class absences are excused, but the student is responsible for making up any missed work. No student will be denied participation in a scheduled field trip due to inability to pay. A field trip may be canceled should donations for the trip fail to meet expenses of the trip. Field trips are a privilege—not a right. All teachers reserve the right to recommend to the principal that a student remain on campus in lieu of participating in the trip because of a failing grade in a class missed, poor conduct in class, or numerous absences (regular or NIs). All work previously announced prior to the trip is due on the first day of return to class.

FIRST AID

All medication (prescription and nonprescription) needs to be left at the front office. Students should not have any medication in their possession. Teachers will not give students any medication. Arrangements

will be made for getting students home or to a doctor in case of an emergency. If a student is taken to a doctor or the hospital, the parent or guardian will be notified immediately and will be expected to assume responsibility for the student.

Prescription drugs must be secured in the front office upon the student's arrival at school.

Forged/False Records

Forgery of materials given to school officials for a student's excuse, dismissal, tardy, absence, pass to class, etc. is a serious offense. Making such false statements will result in serious disciplinary action. All parent notes should be signed by the parent and should include the date of the note, date of the absence, time of release if it is an early dismissal, reason, and a number where the parent can be reached. Any note presented by a student is subject to verification by school personnel. This procedure is not a negative reflection on the student or parent, but rather a precautionary measure to ensure student safety and compliance.

FREE AND APPROPRIATE PUBLIC EDUCATION

All students with an Individualized Education Program (IEP) are entitled to a free appropriate public education (FAPE). This includes children who are eligible for special education from the ages of three (3) through twenty-one (21). Definition of FAPE: The special education and related services that make up the FAPE are provided to children identified with disabilities who have an IEP at no cost to the parent. Special education and related services, including special education at the preschool, elementary, and secondary levels, are services that are provided so eligible students can make progress toward and/or meet the educational standards of Georgia. All students will be provided an education that includes access to the Georgia curriculum and addresses the unique needs of the individual student and his or her disability. While the education provided to the student with an IEP must be appropriate and must address what the individual student needs in order to make educational progress, this is neither a guarantee of achievement of each goal on the IEP nor a guarantee of promotion, passing grades, or graduation.

Likewise, passing from grade-to-grade or receiving all passing grades does not mean that a student is receiving FAPE. Each student is an individual and his or her appropriate education is determined on a case-by-case basis. In addition, the term "appropriate" is not the same as "best"; "appropriate" is a minimal standard that assures the student has the opportunity to make educational progress. If a parent, guardian, or adult student has a question about FAPE, contact the district Director of Special Programs, Emily Johnson at 478-552-3981.

FUNDRAISERS

All fundraising projects must be approved by the Washington County Board of Education. Students must submit all money related to the project within one (1) week after the completion of the project. Students who do not submit funds collected will be placed on the school debt list and could be subjected to criminal charges.

Note: Washington County High School will no longer accept personal checks of any kind. All financial transactions must be handled in cash or money order.

Gambling

Gambling in any form on school property or in connection with any school-sponsored activity is strictly prohibited. This includes but is not limited to: playing quarters, betting on anything, matching money, or any type of cardplaying.

Georgia Student Achievement Pyramid of Interventions

For children in kindergarten through 12th grade enrolled in public schools, Child Find is accomplished through the *Georgia Student Achievement Pyramid of Interventions*, a framework of instructional interventions that begins with standards-based classrooms serving as the foundation for teaching and learning. The *Pyramid* represents the process of continually implementing “progress monitoring” and then providing layers of more intensive interventions so that students can be successful and progress in their learning. This proactive approach does not wait until students have large gaps in their learning that are almost too great to overcome. Neither does it allow high-achieving students to languish in a curriculum that is not challenging to them. This approach focuses on determining when students are struggling and then providing scientific, research or evidence-based interventions to address their areas of need; it also documents students’ strengths and provides additional challenges in a variety of ways. The *Pyramid* facilitates the Child Find process for students in public schools. All students in Georgia schools participate in evidence-based instruction that is developed based on grade level Georgia Performance Standards. When students struggle in the general education curriculum, Tier 2 and, if needed, Tier 3 interventions are provided. At Tier 3, data is collected to determine the students’ responses to interventions that have been implemented. Students who do not make progress with the individual interventions provided at Tier 3 may be referred for an evaluation to determine eligibility for special education and related services. Consequently, in essence, Tier 3 serves as a Child Find responsibility for students who may need special education and related services. Students in private schools, home schools, and charter schools, who are referred for special education services, should also have documentation of these prior interventions to assist in the determination of eligibility for special education services. Child Find is a critical part of the special education process for all children suspected of having disabilities. With the implementation of the *Pyramid* and the focus on progress monitoring and response to interventions, only those students who are not making progress, despite evidence-based instruction, will be referred to special education to determine their eligibility.

Good Behavior Day

Each 9-weeks the Student Rewards Committee Sponsors Good Behavior Day for students who have no discipline referrals and no more than two tardies. This celebration consists of three (3) hours of fun, games and snacks. For the 4th nine weeks, students with **zero** disciplinary referrals for the entire year and **no** tardies for the entire year are eligible to attend.

Georgia’s HOPE and Zell Miller Scholarship Program

The HOPE Scholarship is a merit-based award available to Georgia residents who have demonstrated academic achievement. A HOPE Scholarship recipient must graduate from high school with a minimum core 3.0 grade point average and maintain a minimum 3.0 cumulative postsecondary grade point average to remain eligible. The scholarship provides tuition assistance to students pursuing an undergraduate degree at a HOPE Scholarship eligible college or university in Georgia. HOPE-eligible students must also meet high school course rigor requirements (four courses such as Algebra 2, Chemistry, Pre-Calculus, Human Anatomy, 2nd Year Foreign Languages, AP courses, etc.). For more information, visit Georgia Student Finance Commission website at www.gsfc.georgia.gov.

The Zell Miller Scholarship is a merit-based award available to Georgia residents, similar to the HOPE Scholarship, but with more stringent academic requirements and a higher level of tuition assistance. A Zell Miller Scholarship recipient must graduate from high school with a minimum core 3.7 grade point average combined with a minimum SAT score of 1,200 on the math and reading portions or a minimum composite ACT score of 26 in single national test administration and maintain a minimum 3.3 cumulative postsecondary grade point average to remain eligible. Eligible students are provided full-tuition assistance while pursuing an undergraduate degree to attend a Zell Miller Scholarship eligible college or university in Georgia. Eligible students must also meet high school course rigor requirements. For more information, visit Georgia Student Finance Commission website at www.gsfc.georgia.gov.

GRADING PROCEDURES

Final grade for 9 weeks/AP/Course Recovery/Summer School

- Nine weeks' average shall be determined by counting the average of the teacher's daily and test grades as follows: 75% daily grade and 25% test grade.
- Nine weeks' average shall be determined by counting the average of the Advance Placement (AP) teacher's daily grades as follows: 50% daily grade and 50% test grade.
- Course Recovery's average shall be determined by counting the average of the daily and test grades as follows: 75% daily grade and 25% test grade.
- Summer School's average shall be determined by counting the average of the daily and test grades as follows: 75% daily grade and 25% test grade.

Semester Exam

- A Semester exam will be administered for all courses at the end of each semester and will count as 15% of the semester grade.
- Nine weeks' average shall be determined by counting the average of the AP teacher's daily and test grades as follows: 35% daily grade and 50% test grade and the Semester Exam as 15% for the 2nd and 4th nine weeks.

Final grade for courses with a Milestone, SLO or another approved exam:

- The two final semester grades will be averaged together and will count 80% for all students.
- The score earned on the corresponding Milestone or SLO Test will count 20% for all students.

Infinite Campus

- All faculty members are expected to maintain Infinite Campus.
- Information should be accurate and up to date.
- Graded assignments should be entered in Infinite Campus within five (5) school days for class assignments and ten (10) school days for test from the time they are given.
- The Parent Portal is available for parents to monitor his/her child's academic performance.

Graduation Requirements

All Students Must: 1. Earn a total of 24 Carnegie units of high school credit. 2. Satisfy attendance requirements for high school graduation as established by the Washington County Board of Education in compliance with State Board Policy. 3. Satisfy the Georgia Dept. of Education's testing requirements.

*University System of Georgia 4-year institutions require all incoming freshmen (2011) to have a minimum of 2 units of the same foreign language. Students are eligible to attend 2-year institutions and technical colleges without having any foreign language units. Foreign language is not a requirement for graduation from Washington County High School. The course of study for students entering the 9th grade is as follows:

English.....	4 Units
Math	4 Units
Science	4 Units
Social Studies	4 Units
Health/Fitness	1 Unit
CTAE &/or Foreign Language &/or Fine Arts	3 Units
Electives	4 Units Total
Required.....	24 Units

Academic Options:

English: Honors Ninth Grade Literature, Honors American Literature, AP Language and Composition, AP Literature

Math: Honors Algebra I, Honors Geometry, Honors Algebra II, Honors Pre-Calculus and Honors Calculus

Science: Honors Environmental Science, Honors Physical Science, Honors Biology, Honors Chemistry, Honors Physics, AP Chemistry

Social Studies: Honors Civics/Peer Leadership, Honors World History, Honors U.S. History, Honors Economics

Grade Classification Chart

GRADE UNITS

9 th grade.....	less than 6 units
10 th grade.....	6-11 units
11 th grade.....	12-16 units
12 th grade.....	17 or more units

Counselors will work with students and parents to determine that personal records are correct, up-to-date, and that completion of graduation requirements are satisfactorily completed.

Guidance/Counseling Office

Services available through the guidance/counseling office include personal counseling to students, individual and group activities for academic, emotional and career development, information about course offerings and programs, college and career information and counseling, scholarship and financial assistance for post-secondary opportunities.

The Counseling office also coordinates intervention/prevention services, maintains all student records, provides ASSET, PSAT, SAT, and ACT information, and coordinates school-wide testing services. Counseling services will be offered to all students based upon student need and desire to participate unless written parental notice requests that services not be offered. Parent conferences should be scheduled through the counseling office.

Parents should call 988-6338 to schedule an appointment with the appropriate counselor.

Counselor	Students
Lanetra Brown	9 th - 10 th
Tiffany Bryson	11 th - 12 th
Debbie Price	Register/Dual Enrollment

Hall Traffic

Students are requested to keep to the right of the corridors while changing classes. Students should not stand in the center of the corridor or stop in the center to talk to friends. Students are requested not to use the halls during lunch where classes are in sessions.

HIPAA Health Insurance Privacy Act

THIS NOTICE DESCRIBES HOW MEDICAL INFORMATION ABOUT YOU MAY BE USED AND DISCLOSED AND HOW YOU CAN GET ACCESS TO THIS INFORMATION. PLEASE REVIEW IT CAREFULLY.

The School District is required by the privacy regulations issued under the Health Insurance Portability and Accountability Act of 1996 (“HIPAA”) to maintain the privacy of Protected Health Information and to provide our students, parents, and employees with notice of our legal duties and privacy practices concerning Protected Health Information. In the event applicable law, other than HIPAA, prohibits or materially limits our uses and disclosures of Protected Health Information, as set forth below, we will restrict our uses or disclosure of your Protected Health Information in accordance with the more stringent standard. We are required to abide by the terms of this Notice so long as it remains in effect. We reserve the right to change the terms of this Notice of Privacy Practices as necessary and to make the new Notice effective for all Protected Health Information maintained by the District. In the event the District changes any of its policies with respect to privacy or this Notice of Privacy Practices, such change shall be reflected in subsequent annual District publications.

Protected Health Information (“PHI”) means individually identifiable health information, as defined by HIPAA, that is created or received by the School District and that relates to the past, present, or future physical or mental health or condition of an individual; the provision of health care to an individual; or the past, present, or future payment for the provision of health care to an individual; and that identifies the individual or for which there is a reasonable basis to believe the information can be used to identify the individual.

Honor Roll and Merit List

Students who make all A’s in a nine (9) weeks will be placed on the Honor Roll. Students who have an A average in a nine (9) weeks will be placed on the Merit List. Students who make all A’s and B’s in a nine (9) weeks will be placed on the A & B Honor Roll.

Honor/AP Program

Washington County High School Honors/AP Program

Washington County High School is pleased to offer Honors-Level Courses. Honors Courses are designed for students who wish to take courses that challenge them beyond what is offered through regular college preparatory classes. Advanced Placement (AP) courses offer material that is intellectually stimulating and challenges students with the study of ideas, themes, and problems. Honors/AP coursework will demand the use of higher order thinking skills including abstract reasoning, analysis, synthesis, and evaluation. Students and parents need to be aware of the academic workload and the additional time that must be devoted to study before committing to Honors/AP courses. The following criteria has been set for entry into the Washington County High School Honors/AP program.

Students must meet the following criteria in order to be considered for Honors/AP classes:

1. Have an academic performance in corresponding Advanced/Honors classes of 85 or above.
2. Be in good behavior standing.
3. Be in good attendance standing related to school absences.
4. Be in good attendance standing related to school tardies.
5. Obtained a proficient or distinguished score on the Georgia Milestone in the content area.
6. Received two favorable Teacher Recommendation Forms from previous content area teachers of the requested Honors course.

The following rubric will be used to assess student criteria. A student can earn a total of 28 points as discussed in the 7 areas below:

1. Academic Performance in Content Classes

A student must have earned at least an 85 or higher in the previous Advanced/Honors class. Points will be awarded using the following point value according to their final class average:

Final Average	Points Earned
93 or above	+4
90-92	+3
85-89	+2
81-84	+1
80 or below	0

2. Student Behavior

Students that request to enroll in Honors classes must be in good behavior standing. Points will be awarded using the following point value according to the number of minor referrals received during the previous year:

Number of Referrals	Points Earned
0	+4
1 -2	+3
3 - 4	+2
5	+1
6 or more	0

3. **Student Attendance**

Students that request to enroll in Honors classes must maintain great school attendance. Points will be awarded using the following point value according to the number of days that the student was marked absent to class or school during the previous year:

Number of Days Absent	Points Earned
0 - 1	+4
2 - 3	+3
4 - 5	+2
6	+1
7 or more	0

4. **Class/School Tardies**

Students that request to enroll in Honors classes must be in maintain great school attendance. Points will be awarded using the following point value according to the number of days that the student was tardy to class or school during the previous year:

Number of Tardies	Points Earned
0 - 1	+4
2 - 3	+3
4 - 5	+2
6	+1
7 or more	0

5. **Georgia Milestones Assessment**

Students that request to enroll in Honors classes must score proficient or distinguished on the Georgia Milestone Assessment for the content area requested. Points will be awarded using the following point value according the student's performance level during the previous years' assessment results:

GMAS Performance	Points Earned
Distinguished Learner	+4
Proficient Learner	+3
Developing Learner	+2
Beginning Learner	+1

Teacher Recommendation Forms

Students that request to enroll in Honors classes must receive two Teacher Recommendation Forms from previous content area teachers of the requested Honors class. The Teacher Recommendation Form will be structured to provide qualitative feedback regarding the student's readiness for the Honors/AP Program.

- The student is academically motivated with a high work ethic.
- The student produces quality work.
- The student has the ability to manage stress.
- The student possesses critical thinking skills.
- The student possesses time management skills.
- The student embodies a level of integrity and character
- The student has the ability to work collaboratively with others.

Points will be awarded using the following point value according the results of the student's Teacher Recommendation Form:

6. **Teacher Recommendation Form 1**

Teacher Recommendation 1	Points Earned
Strongly Recommend	+4
Highly Recommend	+3
Moderately Recommend	+2
General Recommendation	+1

7. Teacher Recommendation Form 2

Teacher Recommendation 2	Points Earned
Strongly Recommend	+4
Highly Recommend	+3
Moderately Recommend	+2
General Recommendation	+1

Accumulation of Points

Students can earn a total of 28 points within this rubric. The point system within the chart below will be used to Determine each student's eligibility. Students that attain the required points will be granted admission into the program. Students not meeting the requirements for admission may earn enough points to request a probationary placement within the program. The request will be submitted to the Honors/AP SMART Team of teachers and administrators that will be responsible for reviewing the student's application. The results of their review will determine whether or not a student possess the ability to be granted placement within the program on a probationary period from one nine weeks to one year. The student will have to show that he or she can perform at the level of rigor that is expected within the Honors/AP Class while maintaining at least an 85 average.

Points Earned	Status
25 to 28	Eligible
21 to 24	Probationary Entry
17 to 20	Not Eligible
16 and below	Not Eligible

Id Cards / Student Handbook

At the beginning of each school year students will be given a student handbook and a student ID card. The Student Handbook contains information and rules explaining the standard operating procedures for Washington County High School. It serves as a valuable resource for students as well as parents. Each student must keep their ID cards with them at all times. ID cards will be checked every day during first period and throughout the day upon request. Students must keep their ID cards intact and not deface the ID card. Defacing the ID card will result in the purchase of a new one and could result in a discipline referral for the student. Replacement ID cards will be sold in the Media Center for \$5.00. No refunds will be issued if a lost ID card is found. Students are required to have their pictures made for the ID cards. Pictures for the student ID cards are produced by the school's photographer when that company makes student pictures for the yearbook. Failure to have a picture made may result in having no new picture for the student ID card. Students who withdraw or transfer from Washington County High School should keep their ID cards for the remainder of that school year. In the event that a student returns to the high school during the school year without an ID card, that student will need to purchase an ID card for \$5.00.

Immunization Certificates

All students are required to have an immunization certificate on file in the guidance office. Students entering from another school must provide proper immunization certificates.

Internet Usage Policy

Students are required to have on file at WCHS the Board of Education's regulation IFBGA Internet form signed by their parents or guardians. Students using the Internet independently must submit to the media specialist a copy of the Internet Use Form signed by a teacher.

LRE - Least Restrictive Environment

(1) LRE REQUIREMENTS.

(a) Each LEA shall have policies and procedures to ensure that to the maximum extent appropriate, children with disabilities, including children in public or private institutions or other care facilities in Georgia shall be educated with children who are not disabled. [34 C.F.R. § 300.114(a)(2)(i)]

(b) Special classes, separate schooling or other removal of children with disabilities from the regular class environment shall occur only when the nature or severity of the disability is such that education in regular classes with the use of supplementary aids and services cannot be achieved satisfactorily. [34 C.F.R. § 300.114(a)(2)(ii)]

(2) DETERMINING EDUCATIONAL PLACEMENTS.

(a) In determining the educational placement of a child with a disability, including a preschool child with a disability, each LEA must ensure that the placement decision:

1. Is made by a group of persons, including the parents, and other persons knowledgeable about the child, the meaning of the evaluation data, and the placement options; and

2. Is made in conformity with the LRE provisions contained in this rule. [34 C.F.R. § 300.116(a)(1) - (2)]

(b) The child's placement is determined at least annually, is based on the child's IEP and is as close as possible to the child's home; [34 C.F.R. § 300.116(b)(1) - (3)]

(c) Unless the IEP of a child with a disability requires some other arrangement, the child is educated in the school that he or she would attend if nondisabled; [34 C.F.R. § 300.116(c)]

(d) In selecting the LRE, consideration is given to any potential harmful effect on the child or on the quality of services that he or she needs; and [34 C.F.R. § 300.116(d)]

(e) A child with a disability is not removed from education in age-appropriate regular classrooms solely because of needed modifications in the general education curriculum. [34 C.F.R. § 300.116(e)]

(3) CONTINUUM OF ALTERNATIVE PLACEMENTS. 160-4-7-.07-1 LEAST RESTRICTIVE ENVIRONMENT (LRE)

Code: IDDF (7)

(a) Each LEA must ensure that a continuum of alternative placements is available to meet the needs of children with disabilities for special education and related services. [34 C.F.R. § 300.115(a)]

(b) The above continuum must -

1. Include the alternative placements listed in the definition of special education (instruction in regular classes, special classes, special schools, home instruction, and instruction in hospitals and institutions); and

2. Make provision for supplementary services (such as resource room or itinerant instruction) to be provided in conjunction with regular class placement. [34 C.F.R. § 300.115(b)(1) - (2)]

(c) Preschool placements include:

(1) A regular education early childhood program in the public school or community (such as Head Start, Bright from the Start Pre-Kindergarten, public or private daycare), and preschool programs with special education services delivered as;

(i) Additional supportive services. The child remains in a regular early childhood program with supplementary aids and services provided to the teacher and/or child to implement the IEP. The services provided may be from personnel such as paraprofessionals, interpreters, or others.

(ii) Direct services:

(I) The child remains in a regular early childhood program with direct services from special education personnel utilizing a consultative, collaborative or coteaching model.

(II) The child is in the regular education early childhood program, but special education and related services are provided outside a regular education early childhood program.

2. Placements for children not attending a regular early childhood program:

(i) A separate special education program housed in the public school or in a community-based setting, in a separate school or residential school or facility;

(ii) A program provided at home as a natural environment;

(iii) A program provided through service providers in their offices; or

(iv) Any combination of the above and/or other settings based on the child's IEP.

160-4-7-.07-2 LEAST RESTRICTIVE ENVIRONMENT (LRE)

(d) School age placements:

1. General education classroom with age-appropriate non-disabled peers, if required by the IEP:
 - (i) Additional supportive services. The child remains in regular classroom with supplementary aids and services provided to the teacher and/or child to implement the IEP. The services provided may be from personnel such as paraprofessionals, interpreters, or others.
 - (ii) Direct services. The child remains in the regular classroom with direct services from special education personnel on a consultative, collaborative, or co-teaching basis.
2. Instruction outside the general classroom for individuals or small groups.
3. Separate day school or program.
4. Home-Based instruction may be used as a short-term placement option on occasions when the parent and LEA agree at an IEP meeting with the following considerations:
 - (i). A free and appropriate public education (FAPE) is provided and includes access to the general curriculum and an opportunity to make progress toward the goals and objectives included in the IEP;
 - (ii) home-based services must be reviewed no less than quarterly by the IEP team; and
 - (iii) all IEPs that require home-based placements will include a reintegration plan for returning to the school setting.
5. Residential placement in-state or out-of-state.
6. Hospital/homebound instruction program (HHB) is used for students with disabilities who are placed in a special education program and have a medically diagnosed condition that will significantly interfere with their education and requires them to be restricted to their home or a hospital for a period of time. The LEA shall provide hospital/homebound instruction to students with disabilities, under the requirements found in Georgia rule 160-4-2-.31 Hospital Homebound Services.

Late Enrollment

All students attempting to enroll after the first ten (10) days of school must appear before the Washington County Alternative School Placement Committee. This rule shall not apply to students who move into the community with their parents or students who have verifiable illnesses.

Lockers

The administration assigns lockers to students. Combinations are given and can be changed by the administration if necessary. Students should not exchange lockers and are encouraged to keep lockers locked at all times. Lockers in the gym are for student use during P.E. classes only. Students should not go to their lockers during 5th period. If there are not enough lockers for every student to have an individual locker, then students will be required to share lockers.

A locker with a combination is available for students. Students are not allowed to put individual locks on lockers in the building. All lockers are the property of Washington County High School and are subject to random drug dog searches or inspection by school authorities. Lock combinations are changed each year, and combinations are issued only to the student assigned the locker. The school is not responsible for stolen items. All lockers are cleaned prior to issuing to students at the beginning of the school year. Students are encouraged to keep their lockers clean during the year. Lockers will only hold so many things. Students that pack books, etc., into the lockers will have problems with the doors jamming. Students who choose to “rig” their locker doors so they do not have to use their combination may lose items. Any locker problem should be reported to an administrator immediately. All books should be removed until the locker is repaired.

Gym lockers are available in physical education classes. Every child who participates in PE will be issued a locker and a lock. It is imperative that students lock all personal belongings in a locker during PE class. Washington County High School will not be responsible for stolen items. If a student loses or damages a lock, they will be fined \$5 for a replacement lock.

Make-up Policy

1. When a student is absent one (1) to five (5) days consecutively, the student must make up work missed and/or tests missed within three (3) days of returning to school or as arranged with the teacher.
2. When a student is absent more than five (5) days consecutively, the student must make up work missed and/or tests missed within five (5) days of returning to school or as arranged with the teacher.
3. Students who miss an activities class or a participation class shall be assigned alternative work, which will be due according to the makeup work policy.
4. Students will do makeup tests/quizzes before school, after school, or in the classroom as arranged with the teacher.
5. Tests and quizzes are the only makeup work to be completed at school. Other assignments (such as homework or class work, etc.) are to be completed at home and returned to the teacher within the same time frame as indicated in the makeup policy.
6. Classroom explanations missed because of an absence become the responsibility of the student, even though the explanations missed are related to a test or quiz.

Students under short term home suspension will be allowed to make up work upon returning to school. It is the responsibility of the student to coordinate with each teacher within five (5) days of returning to school regarding makeup work.

Media Center

1. All books and materials checked out of the library must be properly charged at the circulation desk using a student ID card.
 2. Students must **only** use their own ID cards to check out books for **their use only**.
- All books, except reference and reserve books, may be checked out for a period of two (2) weeks.
7. A fine of five (5) cents per day per book is charged for overdue books.
 8. Reserve and reference books may be checked out following the teacher's policy and must be returned before 1st period the following morning.
 9. Students must receive special permission to check out three (3) or more books.
 10. Lost or damaged books must be paid in cash by the person who has checked out the book. The price charged will be determined by the cost of the book.
 11. Students who have overdue books or who owe fines in the library may not check out other books.
 12. A student must have his ID and the AR book for the AR test being taken.
 13. It is the student's responsibility to check out an AR book.
 14. An AR test cannot be taken on the same day that the book is checked out.
 15. During lunch break, a student must have a pass signed by an administrator to enter the library
- The Media Center opens daily at 7:00am and closes at 3:30pm. Students are encouraged to use the Media Center before and after school, during lunch, and as needed during class time. Books may be kept for a two-week loan period. Students needing more than five books at a time should consult with a Media Specialist. The Media Specialists reserve the right to limit materials checked out on a given topic. Fines for overdue books are \$.30 per day per book. Certain reference books and back issues of magazines may be checked out for overnight use. Some materials are for in-

house use only.

Books may not be borrowed from the Media Center until overdue books, lost book charges, and/or damaged book charges are cleared.

Students are reminded that Internet access is provided in the Media Center as well as the classroom. All students who use the Internet must have an Internet agreement on file. Students who misuse, abuse, or in any way manipulate the internet for purposes other than research will be subject to severe disciplinary action by the school administration.

Messages to Students

In the event of an extenuating emergency situation by a parent, an administrator or counselor should be notified and will provide assistance in locating the student. Emergency messages generally will be limited to notification of deaths or serious illness in the family, family disasters, or medical appointments that have been unexpectedly changed.

Moment of Reflection

In compliance with Georgia law, at the opening of school on every school day in each public-school classroom, the teachers in charge shall conduct a brief period of quiet reflection for not more than 60 seconds with the participation of all pupils. At WCHS, this opening activity is conducted over the intercom to begin the school day. This moment of quiet reflection is not intended to be a religious service or exercise but shall be considered as an opportunity for all individuals to silently reflect on the anticipated activities of the day.

Teachers and administrators shall not suggest or imply that students should or should not use the moment of reflection for prayer, nor shall they deny any student the right to use it for a moment of quiet prayer. Students and/or staff may not under any circumstances use the moment of quiet reflection to audibly pray, individually or collectively.

NCAA Eligibility

The National Collegiate Athletic Association has policies in force regarding athletic eligibility for Division I and Division II schools. Students planning to participate in athletics in Division I or II colleges or universities must be certified by the NCAA Initial Eligibility Clearinghouse. Make sure to consult with your high school's athletic director and your school counselor on how to begin the application process. For more information, visit the NCAA Eligibility Center website at www.eligibilitycenter.org.

Obligations

Students are directly responsible for all debts incurred during the school year. Students should be aware that items issued directly to them are their responsibility until the item is officially returned and their obligation released. Students are also warned that they are directly responsible for any and all books, calculators, or equipment issued to them during the school year. All student obligations shall be cleared before the end of the semester they are incurred. Students will not be issued replacement textbooks or equipment until the obligation has been cleared. Students will not be allowed to participate in prom and field trips until all fines are cleared. Senior will not receive diplomas until all debts have been paid. Students will not be allowed to exempt any final exam until all fines are cleared.

PPRA - Parents Protective Rights Act

The Protection of Pupil Rights Amendment (PPRA) is a federal law that affords certain rights to parents of minor students with regard to surveys that ask questions of a personal nature. Briefly, the law requires that schools obtain written consent from parents before minor

students are required to participate in any U.S. Department of Education funded survey, analysis, or evaluation that reveals information concerning the following areas:

1. Political affiliations;
2. Mental and psychological problems potentially embarrassing to the student and his/her family;
3. Sex behavior and attitudes;
4. Illegal, anti-social, self-incriminating and demeaning behavior;
5. Critical appraisals of other individuals with whom respondents have close family relationships;
6. Legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers;
7. Religious practices, affiliations, or beliefs of the student or student's parent*; or
8. Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program.)

The No Child Left Behind Act of 2001 contains a major amendment to PPRA that gives parents more rights with regard to the surveying of minor students, the collection of information from students for marketing purposes, and certain non-emergency medical examinations. In addition, an eight category of information (*) was added to the law.

News Media Coverage, School District/School Publications and Websites

Events and programs in public education are often considered newsworthy and of interest to local communities. Schools often solicit media coverage to publicize successful programs and special events concerning students and faculty. Your child may on occasion be interviewed or photographed by the news media for positive school news coverage, or publicly recognized at a School Board meeting. Additionally, your child's image, name or intellectual property may be included in School District publications or school web pages and through social media. If a parent/guardian objects to his/her child being included in any or all of the above, he/she must annually notify the principal in writing by September 1st, or within one week of admission/enrollment if enrollment occurs after September 1st.

NONDISCRIMINATION NOTICE State Law prohibits discrimination based on gender in athletic programs of school systems (equity in Sports Act. O.C.G.A. 20-2-315). Students are hereby notified that the Washington County School System does not discriminate on the basis of gender in its athletic programs. The sports equity coordinator for this school system is:

Washington County Board of Education: Amy Vickers

501 Industrial Drive P.O. Box 716 Sandersville, Georgia 31082-0716 Phone: (478) 552-3916

Inquiries or complaints concerning sports equity in this school system may be submitted to the sports equity coordinator. The sports equity contact at Washington County High School is:

Athletic Director Mr. Ronnie Freeman Washington County High School

P.O. Box 1057 Sandersville, Georgia 31082-1057 Phone: (478) 552-2324

Nondiscrimination Policy

It is the policy of the Washington County Board of Education not to discriminate on the basis of sex, age, race, physical handicap, religion or national origin in the education programs and activities or admissions to facilities operated by the Board or in the employment practices of the Washington County Board of Education. The Board shall comply with all aspects of Title IX of the Education Amendments of 1972. Complaints or questions regarding possible discrimination in violation of Title IX, Title VI, Section 504, or in the Americans with Disabilities Act should be made to the school principal or local coordinator.

Parent Portal

Parents will have access to their child's grades through the Parent Portal in Infinite Campus. Graded assignments should be entered in Infinite Campus within five (5) school days for class assignments and ten (10) school days for test from the time they are given.

Access to the Parent Portal may be obtained by contacting the registrar at Washington County High School.

Parents' Night

Parents are encouraged to attend WCHS Parents' Night held four (4) times a year. These meetings are scheduled at the mid nine (9) weeks grading period on **September 12, 2019 5:00 – 7:00 p.m.**; **November 7, 2019, February 6, 2020**, and **April 16, 2020**, from **5:30 – 7:00 p.m.** The principal requests that parents attend the program held in the auditorium before visiting teachers' classroom. Parents may then visit each of their child's teachers and receive progress reports. Parents should expect notification of Parents' Night and a copy of the Hawk Herald approximately one (1) week prior to the meeting. Parents are encouraged to watch for this important mail that may alert a parent of teacher concerns regarding a child's school progress.

Parking

The operation and parking of a vehicle on the WCHS campus is a privilege granted by the school to students who have a valid driver's license. Students should remember that they are directly responsible for every item in their vehicle. Vehicles are subject to random search at any time. Random drug dog searches will be conducted on a regular basis. All students are expected to observe traffic regulations. The school reserves the right to suspend and/or revoke campus parking privileges of any student who violates parking rules and regulations or is not in good standing in the school. Students whose permits are revoked will not be reimbursed any portion of the parking fee. The speed limit is 10 miles per hour on all areas of the school campus.

All vehicles must be registered if they are parked on campus during the school day. This year all parking spaces will have unique numbers. All student drivers must park in the numbered parking space that corresponds with their parking permit. Failure to park in the assigned parking space will result in the student receiving parking fines. The registrant of a motor vehicle is held responsible for the proper use, all contents, parking, and operation of his/her vehicle. Illegally parked vehicles will be fined at the expense (\$20.00). All vehicles must have a visible parking permit on the rear window while on school property. No parking permit is to be transferred, sold, loaned, or given to another student. Reproduction, sale, or use of "Fake" or unauthorized parking permits will be treated as major theft and punished accordingly. Students with more than one vehicle must officially register all vehicles used and purchase one permit for all vehicles. Parking permits will cost \$20 for the school year. All parking permit purchases should go through Mrs. Smith in the attendance office. Below are the rules and regulations all students must sign when purchasing a parking permit at WCHS:

- WCHS assumes no responsibility for any damage or loss to motor vehicles driven or parked on campus
- All persons (occupants of motor vehicles as well as operators) shall comply with any direction (s) given by authorized school personnel.
- The parking permit must be displayed on the rear window. Vehicles that are parked without permits or in unauthorized areas are subject to being booted.
- Upon arrival at school, students are required to enter the school building. Students may not return to the parking lot after arriving without following the proper checkout procedures.
- Students are not allowed to ride in the back of pickup trucks or on the outside of any vehicles. All involved will lose the right to drive on campus.
- Students are to follow the arrows in the parking lot. Cutting across the lot is dangerous.
- The students involved in accidents must report all accidents to the police immediately.

Students should contact an administrator for assistance with this matter.

- All student parking is assigned in the back or side parking lots. Any student who parks in a space other than his/her assigned space will be subject to disciplinary action. No students should park in visitor or staff parking spaces.
- Driving off campus during the school day without checking out is considered skipping and will result in immediate suspension of parking privileges.

Students are required to display parking permits on vehicles parked in the students' parking area. Permits must be displayed on the rear-view mirror. The cost of a permit is \$10.00. A fine, disciplinary action, and/or towing at the owner's expense could result from failure to display the proper parking permit and improper parking.

Post-Secondary Options

Dual Enrollment is Georgia's program that allows high school students (10th - 12th grade) to earn college credit while working on their high school diploma. The Dual Enrollment program now covers tuition, mandatory fees and required textbooks. For more information, please contact your guidance counselor.

Prom

Students with twelve (12) units of credit at the beginning of second semester will be allowed to participate in the Jr-Sr prom. Students who attend must clear all school debts and must be currently enrolled at WCHS. Students currently enrolled at Washington County Alternative School or students who have been permanently expelled from the alternative school are not eligible to attend the prom. The minimum age limit for a guest is fourteen (14) years old and currently enrolled as a freshman in high school. The maximum age limit is twenty-three (23) years old.

Guests who do not attend WCHS are required to present a valid picture ID, which must be submitted along with the prom application. It is the responsibility of the applicant to submit a copy of the picture ID. All guests will go through an approval process by the teacher prom committee. Dress code for the prom is as follows:

Male and female dress attire should be formal.

1. Dresses cannot show excessive cleavage.
2. Splits in dresses must not exceed mid-thigh area.
3. Length of cocktail dresses should be no shorter than mid-thigh.
4. Dresses cannot show hip or midriff area.
5. Dresses should not have extremely low dropped waists or have cut outs of any kind.
6. A two-piece dress should not have a bikini style top.
7. Appropriate dress for young men is a tuxedo or a nicely tailored suit. ***All attire should be in good taste.*** Final decisions in the matter of appropriate dress are to the discretion of the administration. Students who do not adhere to the above dress code policy will not be allowed to attend the Junior Senior Prom. Violations of this policy may be dealt with as a discipline offense.

Prom is a formal and special night for WCHS students. We hope to maintain the integrity and formality of this night by implementing this simple dress code. There are hundreds of beautiful, tasteful, and appropriate apparel selections available. Students who are wearing inappropriate attire that is not within the dress code below will be asked to leave the dance.

Gentlemen: Formal prom attire may be classified as a tuxedo or dress suit, including a tie, bow tie, and shirt. Shirts are to be worn at all times. Pants are to be worn at the natural waist.

Ladies: Dresses may be strapless or include spaghetti straps. Bare, open, or see through backs are permissible above the waist. Bare, open, or see through midriffs above the waist are permitted. No dresses or slits above mid-thigh. No exposed chest area.

Washington County's Code of Conduct will be enforced. For example, students in ISS may not attend prom. Students attending Crossroads or expelled from Crossroads may not attend prom.

A student must have earned a minimum of 10 units in order to be eligible to purchase a prom ticket. The building principal has discretion to restrict a student's prom attendance for students not actively enrolled in their home school.

Records and Transcripts

Washington County High School will maintain permanent records for students currently enrolled. Records will also be kept for three years after graduation and until the date of graduation for withdrawn students. After this time records

will be archived as county records. Written parental permission or a signature of an 18-year-old is required for the release of a student's permanent record. WCHS will send transcripts to universities, colleges, etc. upon request of student or parents.

Transcripts sent electronically through GA Futures is free. Hard copies of transcripts cost \$1.00 per copy.

Relationships

The school looks with favor on student relationships. They are natural and normal. Discretion should be used by all couples to avoid undue familiarity and the violation of accepted standards of behavior. **At no time should there be any bodily contact.** There is a time and place for everything, and school or school activities is not the place for students to show their affections for each other.

Report Cards

Report cards are issued at the end of each semester (eighteen weeks). Students will also receive county generated progress reports at 6-week intervals. It is suggested that parents check for these progress reports throughout the semester. Parents should contact the counseling office to schedule parent/teacher conferences concerning grades. Credit is granted at the end of each semester (18 weeks).

Grades can be viewed in real time on Infinite Campus. Parents must register online to obtain a username and password. Parents must have the student number, student social security number, and date of birth to register online. Grades are kept current within one week.

Respect for Faculty and Equipment

We are fortunate in that we have the privilege of attending school in a modern, attractive, air-conditioned building. Students should take pride in their school and make every possible effort to keep the building as clean as possible. Students are required to put all paper, cans, food, etc. in trash cans. Each student is expected to assume responsibility for the care of all school property. Students who damage property accidentally are responsible for paying for the damage. Students who willfully deface or damage school property in any way shall pay in full for all damages and will receive severe disciplinary action.

It is the student's responsibility to comply with classroom and school rules. Students are required at all times to obey reasonable requests from faculty members. This includes identifying themselves to faculty members when asked to do so. Failure to respond appropriately or refusal to follow the direct request of a faculty member will result in severe disciplinary action.

Safety Protocols & Response to a Pandemic Situation Statement

The Washington County School District (WCSD) has student and staff safety at the forefront and is fully committed to providing and maintaining safe and orderly operating schools. We not only enjoy a strong partnership with local and state agencies, but WCSD also employs a certified law enforcement department (SRO). All school buildings in the district utilize a camera monitoring system and a controlled access system for visitors who wish to enter the facilities. Our SROs patrol campuses each day, and our local and state law enforcement agencies periodically walk through the buildings. Our safety measures also include canine searches, the use of metal detectors for students at the beginning of each day, and before spectators enter school-sponsored events. Also, video cameras are maintained on school buses. Finally, background checks are required for all staff, substitutes, and volunteers before working with students.

During a pandemic situation, the WCSD will collaborate with local and state agencies to activate the District-Wide Pandemic Plan. This plan will include options for short- and long-term closures, activation of remote blended learning for students, modified lunch program, summer feeding program, providing remote and school-based social-emotional and mental health support for students, consideration for modified transportation options, and implementing intensive safety protocols for the safety of all students and staff members.

Schedule Changes/Dropping Courses

Students should refer any scheduling problems to the Registrar at the beginning of the school year. The deadline for making schedule changes is the 10th day of school. After the 5th day, schedule changes must be recommended by the administration.

After registration, schedules will only be changed for the following reasons:

- A student is in a class for which he/she has already received credit.
- A student needs a credit for graduation.
- A student is enrolled in a class that he/she has previously failed under the assigned instructor.

All schedule changes must be completed during the first five days of the new semester. Neither students nor parents are allowed to “request” teachers or change schedules from selections made at registration.

Students and parents are strongly encouraged to check schedules at the beginning of each semester to make sure the student is in the

appropriate level and proper course sequence. Any scheduling concerns should be addressed with the appropriate grade level counselor.

Due to the long selection process, students in AP courses are not typically allowed to drop courses once they have officially enrolled in the classes. Official enrollment takes place in the spring.

SCHOOL AMBASSADORS

In 2001, Washington County High School created a prestigious service organization known as the WCHS Ambassadors. Ambassadors at WCHS serve as student body representatives at school and community functions. These students are nominated by faculty members during their 9th grade year, and then are chosen through an interview process. Ambassador candidates are students who display exemplary behavior, have leadership skills, are on track

with their grades, display school spirit in their demeanor, have no school debts, and are well-rounded in their activities. Ambassadors serve throughout their high school years as long as they remain on track academically and behavior is acceptable. Some functions of WCHS Ambassadors are serving as guides for Parents' Night, open houses, and community school tours. All upper class WCHS Ambassadors renew their Ambassador pledge yearly, simultaneously with the pinning of the new ninth grade Ambassadors.

School Council

Washington County High School council serves as an advisory body. The council shall provide advice and recommendations to the school principal and, where appropriate, the local board of education on any matter, including but not limited to, the following:

- School calendar
- School codes for conduct and dress
- Curriculum, program goals, and priorities
- The responses of the school to audits of the school as conducted by the Office of Education Accountability
- Preparation and distribution to the community of a school profile which shall contain data as identified by the council to describe the academic performance, academic progress, services, awards, interventions, environment, and other such data as the council deems appropriate
- School-budget priorities, including capital improvement plans
- School-community communication strategies
- Methods of reporting to parents and communities other than through the school profile
- Extracurricular activities in the school
- School-based and community services
- Community use of school facilities
- Recommendations concerning school board policies
- Receiving and reviewing reports from the school principal regarding progress toward the school's student achievement goals, including progress within specific grade levels and subject areas and by school personnel
- The method and specifications for the delivery of early intervention services.

Section 504

SECTION 504 OF THE REHABILITATION ACT OF 1973 Section 504 of the Rehabilitation Act of 1973 is a directive to any person, business or government agency that receives federal funds to eliminate discrimination against persons with disabilities.

Under Section 504 a person with a disability is anyone who has a mental or physical impairment which substantially limits one or more major life activities, such as caring for oneself; performing manual tasks; walking; seeing; hearing; speaking; breathing; standing; learning and working; eating; sleeping; lifting; bending; reading; concentrating; thinking; and communicating. Also, limitations regarding major bodily functions (i.e. immune systems, cell growth, digestive, bowel, or bladder functions) are recognized as disabilities under Section 504. The term "substantially limits" means the person is unable to perform a major life activity or major bodily function that a non-disabled person can do, or the person is significantly restricted in the performance of a major life activity in comparison to a non-disabled person.

It is the policy of Washington County Board of Education to comply with the provisions of Section 504 of the Rehabilitation Act of 1973 in providing a free appropriate public education for students with disabilities who qualify under the definition of the law. No student or other qualified individual shall be excluded from participation in, denied the

benefits of, or subjected to discrimination in any program or activity, on the basis of disability. Any student or other disabled individual who is qualified for services under Section 504 will receive appropriate accommodations providing equal access to educational programs, services, and facilities.

If a parent, guardian, or adult student has a question about parental or student rights under Section 504, contact the district Section 504 Coordinator, Emily Johnson at 478- 552-3981.

Notice of Rights of Students and Parents Under Section 504

Section 504 of the Rehabilitation Act of 1973, commonly referred to as "Section 504," is a nondiscrimination statute enacted by the United States Congress. The purpose of Section 504 is to prohibit discrimination and to assure that disabled students have educational opportunities and benefits equal to those provided to non-disabled students. For more information regarding Section 504, or if you have questions or need additional assistance, please contact your local system's Section 504 Coordinator at the following address:

Washington County Board of Education Attn: Emily Johnson, Director of Special Programs 501 Industrial Drive Sandersville, GA 31082 478-552-3981 Ext. 1225

ejohnson@washington.k12.ga.us The implementing regulations for Section 504 as set out in 34 CFR Part 104 provides parents and/or students with the following rights:

1. Your child has the right to an appropriate education designed to meet his or her individual educational needs as adequately as the needs of non-disabled students. 34 CFR 104.33.
2. Your child has the right to free educational services except for those fees that are imposed on non-disabled students or their parents. Insurers and similar third parties who provide services not operated by or provided by the recipient are not relieved from an otherwise valid obligation to provide or pay for services provided to a disabled student. 34 CFR 104.33.
3. Your child has a right to participate in an educational setting (academic and nonacademic) with non-disabled students to the maximum extent appropriate to his or her needs. 34 CFR 104.34.
4. Your child has a right to facilities, services, and activities that are comparable to those provided for non-disabled students. 34 CFR
5. Your child has a right to an evaluation prior to a Section 504 determination of eligibility. 34 CFR
6. You have the right to not consent to the school system's request to evaluate your child. 34 CFR 104.35.
7. You have the right to ensure that evaluation procedures, which may include testing, conform to the requirements of 34 CFR 104.35.
8. You have the right to ensure that the school system will consider information from a variety of sources as appropriate, which may include aptitude and achievement tests, grades, teacher recommendations and observations, physical conditions, social or cultural background, medical records, and parental recommendations. 34 CFR 104.35.
9. You have the right to ensure that placement decisions are made by a group of persons, including persons knowledgeable about your child, the meaning of the evaluation data, the placement options, and the legal requirements for least restrictive environment and comparable facilities. 34 CFR 104.35.
10. If your child is eligible under Section 504, your child has a right to periodic reevaluations, including prior to any subsequent significant change of placement. 34 CFR 104.35.
11. You have the right to notice prior to any actions by the school system regarding the identification, evaluation, or placement of your child. 34 CFR 104.36.
12. You have the right to examine your child's educational records. 34 CFR 104.36.
13. You have the right to an impartial hearing with respect to the school system's actions

regarding your child's identification, evaluation, or educational placement, with opportunity for parental participation in the hearing and representation by an attorney. 34 CFR 104.36.

14. You have the right to receive a copy of this notice and a copy of the school system's impartial hearing procedure upon request. 34 CFR 104.36.

15. If you disagree with the decision of the impartial hearing officer (school board members and other district employees are not considered impartial hearing officers), you have a right to a review of that decision according to the school system's impartial hearing procedure. 34 CFR 104.36.

16. You have the right to, at any time; file a complaint with the United States Department of Education's Office for Civil Rights.

Semester Final Exams

Final exams will be given on the last three days of each semester. **Students and parents are asked not to schedule vacations and out-of-town trips on exam days. Any exception to the final exam schedule must be pre-approved by the principal. Exams will not be given early in any semester.** Please review the school calendar before scheduling vacation or other trips.

Senior Honor Students

Graduating Classes of 2020-2022

The following criteria will determine honor graduate status.

Honor Graduate

- 91.5-94.9 weighted cumulative average
- Georgia Best Certificate (optional)

Honor Graduate with Distinction

- 95.0 or above weighted cumulative average
- Georgia Best Certificate (optional)

Total quality points will be assigned based on courses taken:

- 1.06 points- AP classes, honors, and post-secondary (dual enrollment)
- 1.04 points- Academic classes
- 1.0 point- non-academic/elective classes

Super Graduate

- 95.0 or above weighted cumulative average **and**
- Associate Degree or Technical Degree/Diploma/ Certificate
- Georgia Best Certificate (optional)

Total quality points will be assigned based on courses taken:

- 1.06 points- AP classes, honors, and post-secondary (dual enrollment)
- 1.04 points- Academic classes
- 1.0 point- non-academic/elective classes

Valedictorian and Salutatorian Determination

Class rankings will be determined according to quality points earned. Valedictorian and Salutatorian will be chosen from those students following an academic program and will be determined by using weighted cumulative GPA through the 3rd 9 weeks of the senior year. The student with the highest-class ranking will be Valedictorian. The student with the second highest ranking will be Salutatorian.

Note: Students must have attended Washington County High School during their 10th through 12th grade years to be considered for these honors.

Honor's Day

Honor's day participants receiving academic recognition will be those with a weighted, ongoing cumulative average of 95 or above for the year, beginning in the ninth grade. The current yearly average will be calculated through the 3rd 9 weeks of the present year but adding the final averages of the previous high school years in order to determine Honor's Day participants.

Senior Release

As a privilege, seniors who have met all graduation requirements may be allowed to leave after their 6th hour class. Any senior that does not leave campus at Seniors **who have failed required courses and have not made them up or are currently failing a required course must attend a remediation/course recovery class during 7th period.**

Sign-In Policy

Students arriving to school after the 8:25 tardy bell must report to the Attendance Clerk to sign in. Students must have a pass signed by the Attendance Clerk before reporting to class.

Sign-Out Procedure Form

Because of liability issues and concerns, we will no longer allow any sign-outs by phone, email or fax. If a student needs to sign-out, someone on the student's sign-out sheet must come to the school, present a picture ID and sign them out. Pre sign-outs are still an option. The students will have a sign-out form in their first day of school packets. Please make sure that you check your child's information sheet to make sure that you have everyone you need on the sign-out form. Only people on a student's sign-out sheet will be allowed to sign them out. If you call and tell us that you are sending someone to sign them out and that person is not on the form, we still will not be able to allow your student to leave. This procedure is for the welfare of your child and it will be enforced and followed 100%.

Our children are our most precious resource and we must ensure their safety and well-being at all times. In order to effectively close out the school day, we ask that sign-outs NOT take place after 3:15

Star Student

The STAR student must meet all of the following requirements:

1. Have the top SAT score and be in the top 10 percent of the senior class academically.
2. Take the SAT anytime during his/her high school career.
Verbal and math scores cannot be combined from different test sessions.
3. Score equal to or higher than the latest available national high school average.

Student Media Consent Policy

Our school has been selected to serve as a model for instruction to teachers in the state of Georgia because of our involvement in the Title IID competitive grant. The Georgia Department of Education is requesting that digital media, i.e. video, photographs, etc. be captured of students working in a classroom that is benefiting from a Title IID competitive grant.

The Technology Services Office of the Georgia Department of Education will be developing courses for teachers relating to the highly effective use of technology tools or resources towards instructional strands that foster increased student achievement. The digital media captured from your school/classroom may be used in teacher training initiatives as well as documentation as to the effect of the Title IID grant activities.

For valuable consideration, by signing the Student Handbook Agreement you give permission for your minor child to be photographed, videotaped, and interviewed for stories, articles or documentaries that may be produced to promote our school, the school system, and the Georgia Department of Education as it relates to promoting education technology throughout the state of Georgia. I understand that **only** my child's first name will be used in relation to this project and any photographs or videotaping that may occur.

Your signature provides consent to release the right and permission to copyright, publish or republish, and use in all forms and media and manners for advertising, trade, promotion, exhibition, or any other lawful purpose in connection with professional development for teachers throughout the state of Georgia.

Student Medication

- All medication (prescription and nonprescription) needs to be left in the front office.
- Students should not have any medication in their possession.
- Teachers will not give students any medication.

Student Schedules

Students at Washington County High School must be enrolled in seven courses. Seniors must be enrolled in a minimum of six (6) courses. Fifth year students will take the number of courses deemed appropriate by the principal.

An academic year shall be defined as the period of time commencing with the first student attendance day of the approved school calendar and ending with the last scheduled student attendance day of summer school.

A student may earn a maximum of ten (10) credits during an academic year provided that no more than seven (7) credits are earned during the regular school day and any additional units be earned through a course credit recovery program.

Tardies

Students are expected to report to all classes on time. Students are considered tardy to class if they are not in the classroom when the tardy bell **STOPS RINGING**. Upon receiving excessive tardies, students will enter into a disciplinary process. Running to get to class on time is considered a discipline offense. The administration will notify parents about the tardy policy. The tardy policy will be posted in each classroom.

If a student **signs out five (5) minutes before class** is over, it is counted as an **unexcused absence for that class period**.

Unexcused Tardy to School Policy Washington County High School

- Four Tardies the student will be called in for a warning.
- Five Tardies the student will be assigned 1-day lunchtime detention
- Six Tardies the student will be assigned 2 days' lunchtime detention

- Seven Tardies The student will be assigned Engagement In-School Suspension
- Eight Tardies The student will be assigned Engagement In-School Suspension plus 1-day ISS
- Nine Tardies & Beyond The student will be assigned Engagement In-School Suspension plus 2 days ISS. If a student has more than 5 tardies in a particular class, he or she will not be eligible for final exam exemption in that class.

Tardy to Class Policy Washington County High School

1. The student must be inside the classroom when the tardy bell stops ringing. Each teacher will monitor the hallway outside his or her classroom during class changes and will consider as tardy any student not inside the classroom when the tardy bell stops ringing.
2. Students should learn how to work their lockers and should pick up more than one book at a time to avoid tardiness. Going to one's locker will not result in one's tardiness being excused.

Teen-Age and Adult Driver Responsibility Act CERTIFICATE

Each student who applies for a driver's license or permit must submit a *Certificate of Enrollment* to the examining station. This form serves as certification that the student is enrolled in and not under expulsion from a public or private school.

Telephone

All office/classroom phones are business phones and will not be used by students to make or receive personal calls. Only in case of an extreme emergency will an administrator accept messages for students on the office phone.

Students will not be excused during classroom time to make phone calls.

Textbooks

It is the students' responsibility to properly check in and out bar-coded textbooks from the library's computer. Failure to properly check in bar-coded textbooks will result in student debts.

Textbook/Calculator Loss or Damage

Students are responsible for excessive wear or damage to their textbooks/calculators. All books will be barcoded. If the barcode is removed or damaged, the student will be charged 100% of the purchase price. Students who lose and/or damage their textbooks/calculators will be charged the replacement cost of the textbook/calculator. Students should remember that they are directly responsible for all items issued to them. That responsibility does not transfer to someone else.

Title IX

Title IX of the Education Amendments Act of 1972 prohibits discrimination on the basis of sex in the education programs and activities. Washington County High School does not discriminate on the basis of sex in its education programs and activities. Any inquiries concerning Title IX may be referred to our school's Title IX Coordinator, Dr. Felicia Moss at 478-552-2324, ext. 2206.

Visitor Procedures using the Control Access System

Washington County High Schools has a Visitor's Policy to ensure the safety of our students and staff. The visitor's policy has many purposes.

- To enhance the safety of students and staff while maintaining a welcoming environment
- To easily identify visitors, volunteers and parents.
- To assist administrators, school staff, Safety personnel and police in identifying trespassers.
- To provide administration with the names of people in the school in the event of a school emergency.

Procedure: Every visitor entering a Washington County High School during school hours is required are asked to enter using the main entrance to clear the metal detector prior to entering the main office. Upon clearing the metal detector, visitors will be asked to present a current driver's license or identification card to check in at the Main desk. All visitors will sign in by typing their information in the visitor's kiosk while providing information related to, they wish to visit, the purpose of their visit and showing proof of identity a visitor's pass will be issued. They will be asked to wear the visitors pass while they are in the building and return the pass and sign out when they leave. Parents will be asked to visit with their child in the waiting area in the office.

Security/Office staff will verify appointments. Circumstances may warrant someone walking visitors to their destination.

All campus doors will be locked throughout the day.

Note: Visitors should not be permitted to enter the school via any other entrance under any circumstances. Staff entering doors other than the Main Entrance should be cognizant of people trying to follow them in.

Building staff should be encouraged to inform visitors of the process and let the Main Office/Safety Office know if they are expecting someone.

While some of these measures may be perceived as creating inconvenience or delay, they are necessary steps to provide the safest and most secure learning environment possible. To ensure that you experience a quick and easy process, we ask that all visitors refrain from bring personal bags and items that would require the staff to inspect and search.

Withdrawing from School

The parent must come to the school to withdraw a student. All books must be returned, and fines cleared before completing the withdrawal process. Records will not be released to a new school unless the receiving school has sent an official request for records.

Work Based Learning

All work-based learning students must leave campus immediately when dismissed from their last campus class. If temporarily unable to do so (transportation problems, etc.), students should report directly to their work-based learning teacher and REMAIN directly under the teacher's supervision until school is dismissed. Under NO circumstances, should students return to campus to pick up a friend or sibling. Necessary contact with a teacher or the office can be made by telephone. Work based learning students will be issued a release card that must be carried with them at all times.

**OTHER IMPORTANT FACTS, DEFINITIONS, PROCEDURES
AND POLICIES TO REMEMBER**

1. Lunch prices - Student lunches will be \$3.25. This includes milk. Extra milk and other drink items are available at an additional cost. Breakfast is served in the cafeteria from 7:00 - 7:35am at a cost of \$1.75. **Students are not allowed to receive food items from outside commercial vendors during the school day.**
2. All lunch trays should remain in the lunchroom. Students who choose to eat on the picnic tables outside must request a disposable plate. Students who leave trays or throw food will be given the option of lunchroom cleanup or administrative disciplinary procedures.
3. **No food or drinks (except water) in any area of the building except the lunchroom.** Students should not take food or drinks to any class. Students should throw all trash in the cans when they finish eating or drinking. Students are allowed to have water in class.
4. Students will not be called to the phone during the school day. **In the event of an emergency, parents should contact the office for assistance.**
5. Sleeping in class or “resting” one’s head on the desk is not permitted.
6. In compliance with local policy JCDAF, cell phones may not be in use during the school day or on the school bus during transportation to and from school. The school day is defined as the period between the times students are required to be present and their dismissal. The same applies to other electronic devices including but not limited to CD players, iPods, iPads, MP3 players, PSPs, radios, etc. These items will be taken up immediately and may be returned to a parent or guardian after 2:45pm. If students need to use the phone, they need to come to the front office to do so. If a student texts their parent during school time, they are in violation of JCDAF and will be dealt with accordingly.

Clubs/Activities

Students are strongly encouraged to become involved in as many activities at the school as possible. At Washington County High there are many different types of organizations that should provide something for everyone. Club activities are not governed by GHSA eligibility rules, thus criteria for involvement remains with each club sponsor.

Listed below are the approved clubs/organizations/activities available at WCHS.

Air Force JROTC

Faculty Sponsor/Contact: MSgt. Ray Tennyson **Membership Requirement:** Membership Open AFJROTC Cadets

Financial Obligations/Dues: None

Mission/Purpose: To develop citizens of character dedicated to serving their nation and community.

Activities and Teams:

- Awareness Presentation Team (APT): Designed to provide a positive role model for elementary and middle school students. Cadets prepare and deliver presentations. APT badges can be earned.
- “Thundering 31st”: The drill team is a cohesive group that learns to work and perform maneuvers together. Drill teaches cadets to appreciate the need for discipline and to understand the importance of following orders promptly and precisely. Each year AFJROTC units compete at the local, state, and national drill competition level.
- Cadet Leadership Course (CLC): CLC is an intensive, in-residence, 5-day program consisting of strict military discipline, uniform and room inspections, drill, academic lessons, physical training (PT), leadership exercises, team building activities, and team sports. All CLC’s are held after the academic school year, usually in June. Attendees are selected by the instructors, after volunteering to attend.
- Cadet Orientation Flights: The Cadet Orientation Flight Program is designed to introduce cadets to general aviation through hands-on familiarization flights in single-engine aircrafts. Aircrafts are piloted by Civil Air Patrol pilots; designed to stimulate cadets’ interest in and knowledge of aviation and aerospace activities.
- Color Guard: An elite group of cadets that have the honor of presenting and/or posting the national and state flags in important school and community programs, and athletic events. This unit also participates in Color Guard drill competitions at the local, state, and national level.
- Kitty Hawk Air Society: The official AFJROTC Honor Society. Its purpose is to promote high academic standards and excellence, self-confidence, initiative, and further the awareness of the Air Force role in aerospace education. Badges and cords are earned.
- Model Rocketry Team: Acquaint cadets with the importance of rocketry and increase their knowledge of aerospace science. Cadets build and launch rockets, attend rocketry competitions/meets against other schools; rocketry badges can be earned.
- Orienteering Team: Cadets develop strategies to navigate from one point to another using a map. Orienteering has been likened to a scavenger hunt in the woods, but it’s much more than that! Orienteering provides mental challenges, fun, lifetime skills, physical activity, and excitement. Ribbons can be earned.
- Saber Team: Performing at homecoming games, military ball, and other award ceremonies.
- Many community service opportunities throughout the year.

WCHS Band

Faculty Sponsor/Contact: Jamaal Wilcher

Membership Requirement: Membership is open to all band students

Financial Obligations/Dues: TBA

Mission/Purpose: The marching band offers opportunities for student to perform.

Activities: The Football Band performs at football games and parades. The Competition Band competes with other school bands during the fall of each year.

Ambassadors

Faculty/Sponsor: Andrea Miller

These students serve as representatives at school and community functions and are nominated by faculty members, primarily during their ninth-grade year. Final selection is made through an interview and application process.

Ambassador candidates are students who display exemplary behavior, are on track with their grades, and have no school debts. Some functions of WCHS Ambassadors are serving as guides for Parents' Night and open house, as well as community school tours.

Anchor Club

Faculty/Sponsor: Amy Brantley

Dues: \$25.00/year

This organization allows young people to make a difference in their world through volunteer service. Members learn to be good citizens for the rest of their lives. This service club works with the local Pilot Club to promote awareness and provide service to people with brain-related disorders. Anchor meets on the first Tuesday of the month at 7:40 a.m. Goals: To increase membership and become more active in the community this year.

BETA Club

Faculty Sponsor/Contact: Tiffany Bryson

Membership Requirement: Students must have a 90 or above GPA and obtain and fill out an application, which includes recommendation forms. Once the full application has been submitted and processed, students will be contacted regarding membership acceptance. 9th grade students will begin the application in the spring. All other grades will apply fall semester.

Financial Obligations/Dues: \$10/year – \$20 one-time induction and dues for new members.

Mission/Purpose: The National Beta Club is a student-centered organization which continually develops and nurtures individuals by providing opportunities and experiences which enables them to demonstrate Beta ideals of character, achievement, service, and leadership in a global community.

Activities: Annual fundraiser, a variety of community service activities, state and national competitions, and scholarship competitions.

Debate Team

Faculty/Sponsor: Benjamin Martin

Dues: None.

The debate team competes in policy debate and other public speaking events. Debate meets on Wednesday from 3:35-5:00 when not in conflict with faculty meetings. Goals: To compete in at least three qualifying tournaments and to accrue enough points to qualify for state debate.

DECA

Faculty Sponsor/Contact: Marlo East

Membership Requirement: Open to all
Financial Obligations/Dues: \$20.00 for dues

Mission/Purpose: The mission of DECA is to enhance the co-curricular education of students with interest in marketing, management, and entrepreneurship. DECA helps students develop skills and competence for marketing careers, build self-esteem, experience leadership and practice community service. DECA members are involved with school activities, community service, leadership activities, as well as competitive events.

Activities: DECA Night at the Hawks; Region, State, and International Competition, Fall Leadership Conference, social activities, and community service projects. Meeting dates vary but meets at least once a month.

Drama Club

Faculty Sponsor/Contact: Mr. Michael Dendy

Membership Requirement: Students interested in Drama

Financial Obligations/Dues: TBA

Mission/Purpose: The Drama Club provides an opportunity for those students interested in theatre to expand their skills and knowledge through theatre games and improvisation.

Activities: Meetings will be held on the first Wednesday of each month from 3:00 - 4:00 pm.

Family, Career, Community Leaders of America - FCCLA

Faculty Sponsor/Contact: Mrs. Samantha Carter

Membership Requirement: None

Financial Obligations/Dues: \$20.00 one-time fee

Mission/Purpose: FCCLA is a national student organization that helps young men and women become leaders and address important personal, family, work, and societal issues through family and consumer science education.

Chapter projects focus on a variety of youth concerns. Involvement in FCCLA offers members the opportunity to expand their leadership potential and develop skills for life.

Activities: FCCLA meets monthly. Members will also have the opportunity to attend regional and state activities.

Fellowship of Christian Athletes (FCA):

Faculty/Sponsor: Benjamin Martin/Andrea Miller

Dues: \$25/year

The purpose of FCA is to present to athletes and coaches and all whom they influence the challenge and adventure of receiving Jesus Christ as Savior and Lord, serving Him in their relationships and the fellowship of the church.

Future Business Leaders of America - FBLA

Faculty Sponsor/Contact: Marlo East

Membership Requirement: Open to all
Financial Obligations/Dues: \$25 annual dues

Mission/Purpose: FBLA's mission is to bring business and education together in a positive working relationship through innovative leadership and career development programs.

Activities: FBLA meetings are every third Wednesday of each month with planned programs. Additionally, students attend Fall Motivational Rally, Fall Leadership Conference, Regional Conferences, and other community and school service projects.

Future Farmers of America - FFA

Faculty Sponsor/Contact: John Pope

Membership Requirement: None

Financial Obligations/Dues: \$15 dues to National FFA

Mission/Purpose: The FFA makes a positive difference in the lives of students by developing their potential for premier leadership, personal growth and career success.

Activities: FFA members participate in monthly meetings, officer elections, leadership contests, livestock shows, dairy judging contests, landscaping activities, summer camp, and greenhouse plant sales.

Golden Times

Faculty/Sponsor:

Marlo East Dues:

None.

The staff of the *Golden Times* studies journalism and gains experience by using their knowledge to prepare the school's newspaper. Goals: To inform, educate, and entertain readers.

Interact

Faculty/Sponsor: Angie McCall and Andrea Miller

Dues: \$15.00/year.

This organization is a Rotary-sponsored service club. The program gives young people an opportunity to participate in fun, meaningful service projects while developing leadership skills through community involvement. Goals: To participate in a community, national, and international service project. Meeting times will be 3rd Wednesday of each month in room 408 at 7:15 am until 8:15am.

International Thespian Society

Faculty/Sponsor: Michael Dendy

Dues: \$22/year

The purpose of this organization is to recognize students who have demonstrated commitment and excellence in the school's theatre program. Members meet once each month. Goals: To perform more community service.

Literary Competition

Faculty/Sponsor: Seth Watts

Dues: None.

Students chosen to compete in literary competition strive to uphold the WCHS tradition of excellence in academics and fine arts. Students meet after school for rehearsals and practices before regional and state literary events. Students are chosen through an audition process to compete in the following areas: girls' and boys' essay, spelling, dramatic interpretation, extemporaneous speaking, solo, girls' trio, boys' quartet. Goals: To develop students' academic and fine arts skills and to win the region and state literary events.

Math Team

Faculty/Sponsor: TBD **Dues:** None.

The Math Team is dedicated to enriching students' knowledge of mathematics and increasing their ability to communicate effectively with peers. The team will practice once a week after school from 3:35-4:30. All tournaments will be on Saturday. Goals: To compete once a month at various tournaments.

Octagon Club

Faculty/Sponsor: Debbie Price/Benjamin Martin

Dues: \$20.00

The objective of the Octagon Club is to utilize the Optimist Creed to promote an active interest in our government and to aid and encourage the development of youth through the giving of themselves in service to others. Meeting Time: TBA Goals: Adopting underprivileged families for Thanksgiving and Easter, assembling Christmas gift bags for the residents of Smith's Nursing Home, and volunteering services in fundraising activities at the local primary schools.

National Honor Society

Faculty Sponsor/Contact: Amy Brantley

Membership Requirement: Minimum 95.0 GPA, six positive recommendations, participation in three extracurricular activities, two leadership positions in the school or community, four service or community activities. Must be sophomore, junior or senior.

Financial Obligations/Dues: \$35.00 for new members, \$5.00 for each additional year. **Mission/Purpose:** NHS is a service organization that exists at HCHS whose primary focus is to foster a love of scholarship, leadership, and service.

Activities: The NHS helps perform maintenance projects at HCHS, participates in fundraiser to pay for gas cards for people with medical needs, adopts needy families for Christmas and other community service projects.

Skills USA

Faculty Sponsor/Contact: David Earl and Samantha Carter

Membership Requirement: Must have taken or be enrolled in at least one semester of Engineering, Graphics, or Fine Furniture/Cabinetmaking.

Financial Obligations/Dues: \$15/year

Mission/Purpose: SkillsUSA's mission is to help its members become world-class workers, leaders and responsible American citizens.

Activities: Our program focuses on professional development, community service, employment, SkillsUSA Championships, public relations, social activities, skills, and attitudes.

Spanish Club:

Faculty/Sponsor: Maggie de La-Puerta

TBD Dues: \$20/year

The mission of the Washington County High School Spanish club is to celebrate the Spanish (and Hispanic) language and cultures, and to have fun. The club meets on the first Wednesday of each month. Members of the Spanish club must be currently enrolled in Spanish or have completed their Spanish courses prior to becoming a member

Talon

Faculty/Sponsor: Allyson Tyson and

Marcia Robinson Dues: None.

The Talon is WCHS's yearbook, which is produced annually by the WCHS Talon Staff.

Students are chosen to participate through an application process. Working together and meeting deadlines are important components of the class.

Tri-M Music Honor Society

Faculty/Sponsor: Jamaal Wilcher and Robert Carroll

Dues: None

The Tri-M Music Honor Society is the international music honor society for middle/junior high and high school students. It is designed to recognize students for their academic and musical achievements, reward them for their accomplishments and service activities, and to inspire

other students to excel at music and leadership. Through more than 5,500 chartered chapters, Tri-M has helped thousands of young people provide years of service through music in schools throughout the world. Tri-M is a program of MENC: The National Association for Music Education.

STUDENT COUNCIL

Faculty Sponsor/Contact: Dr. Darryl Gilbert

Membership Requirements: Elected by the Student Body (class officers)

Financial Obligations/Dues: None

Mission/Purpose: Involve students in activities that make them more aware of the needs of their school and community. Engage students in activities that allow them to make a difference. Prepare students for future leadership by developing skills and building their confidence as well as their awareness of their community.

Activities: Student Council will participate in various school and community service projects. Meetings are held on the 2nd and 4th Wednesday of each month.

Video Production

Faculty/Sponsor: Marlo East and Allyson Tyson

Dues: None.

Students are selected to participate in video production by an application process. If selected, students are taught the proper use of equipment, interviewing, and stop motion animation. The students prepare a school television show as entertainment to the school. The show is called "What's Up Waco?".

Y-Club

Faculty/Sponsor: Felisa Cooper

Dues: \$15/year

This club provides programs and opportunities, which promote self-esteem, leadership skills, moral and civic responsibilities. Y-club meets twice a month on the 2nd and 4th Thursday. Goals: To be active in the community and school.

Youth Encouraging Abstinent Habits (YEAH) Club

Faculty/Sponsor: Allyson Tyson

Dues: None.

This talented group of high school students works to serve their community through various projects and assemblies. YEAH meets on the 1st and 3rd Wednesday of each month. Goals: To encourage youth to become positive leaders among their peers striving to promote a sincere message of abstaining from sex, alcohol, tobacco and other harmful substances

Youth Apprenticeship Program (YAP)

Dues: None

Sponsor:

The Youth Apprenticeship Program offers students school-based and work-based learning opportunities that are related to the student's career interest area. Students participating in the Youth Apprenticeship Program are able to earn wages while learning from skilled professionals, increase career options and future employability, strengthen academic skills, and experience the connection between education and real-life work skills.

Note: Washington County High School will no longer accept personal checks of any kind. All financial transactions must be handled in cash or money order.

ATHLETICS

Baseball

Baseball is a spring sport for Varsity, Junior Varsity and 9th Grade teams. Baseball try-outs are each year in the spring. The mission is to product quality young men who are not only quality baseball players, but high achieving students as well. In order for a student to participate in baseball, they must have a physical and be eligible according to the Georgia High School standards (pass 5 out of 7 classes and be on track for graduation). *Head Coach: Joel Griffin*

Basketball - Girls

Girls basketball is a Varsity and Junior Varsity sport whose season runs from mid-October to late February. Girls have to try out to make the team and must have all the needed forms to be eligible. In order for a student to make the team, she must first meet the eligibility requirements set forth by the GHSA. Practices will be after school till 8:00pm with rotating times with the boys' basketball team.

Head Coach: Sug Parker

Basketball - Boys

The boys' basketball program is a team sport that includes members from grades 9-12. Games include statewide competition and are sanctioned by the Georgia High School Association. The Washington County boys' basketball program is divided into three separate teams: varsity, junior varsity, and 9th grade. Tryouts occur in October at a date set by the Georgia High School Association. In order for a student to make the team, she must first meet the eligibility requirements set forth by the GHSA. After meeting these requirements, each student goes through a tryout period where the coaches evaluate each player's abilities. At the completion of tryouts, the coaches meet and determine who will be chosen to be on each team. The basketball schedule includes 1-2 hours of practice, 5-6 days a week as well as games 1-3 times a week. The practice and game schedule also include Thanksgiving and Christmas holidays along with other school holidays.

Head Coach: Carlos Hope

Bass Fishing - Girls and Boys (Coming soon to WCHS)

The Georgia High School Association is pleased to announce the addition of Bass Fishing to its lineup of sponsored sports and activities beginning in the 2020-21 school year. Bass Fishing will be a co-ed sport where girls and boys may compete side by side in this State Championship event. Bass Fishing will be an activity with no designated season.

Head Coach: Vacant

Cheerleading - Basketball

This sport promotes school spirit and good sportsmanship. Basketball cheerleaders must be academically eligible and must tryout in the spring.

Head Coach: Stephanie Burden

Cheerleading - Football/Competition

It shall be the purpose of this organization to promote and uphold school spirit, to develop good sportsmanship among students, to support athletic programs, and to develop positive relationships in the community and between schools during athletic events. Cheerleaders must be academically eligible. Tryouts for the following year will be held in the spring. Cheerleading practice begins with summer workouts. Practice will be held most days during the cheer season which goes from August to mid-November.

Head Coach: Casey Carroll

Cross Country

Both boys and girls may participate on the Cross-Country Team. The goal of this team is to train student-athletes to compete at the highest level, both in the classroom and on the course. The season runs from August to November. *Head Coach: Sug Parker and Carlos Hope*

Football

STUDENT SUPERVISION AT WCHS FOOTBALL GAMES

Primary, elementary and middle school students must be accompanied by an adult in order to gain entrance into the stadium. Adults will be responsible for supervising the student(s) that they bring to the game. It is important that school personnel managing the event have the ability to contact an adult on site if there is a concern.

Football is a fall sport for Varsity, Jr Varsity, and freshman teams. An advanced weight training class is required during the school year in order to develop strength and conditioning. Five weeks prior to Spring practice bear drills will be conducted which will last for four weeks from 6-7 a.m. Spring football practice begins in May and lasts for two weeks. Practice times are usually 3:00-5:30 p.m. Summer workouts begin in June from 9-12 noon. Fall football practice starts before the beginning of school and lasts until the end of the season. Practice times are normally from 3:00-5:30 p.m.

Head Coach: Joel Ingram

Golf - Girls

Golf is an extracurricular activity offered Spring semester. The regular season goes from February to April with playoffs in April and May. The purpose of the golf team is to encourage the team to compete at the highest level athletically and to develop young ladies athletically, academically, and socially. Try-outs will be held in February. *Head Coach: Jay English*

Golf - Boys

Team competition in which members of the team compete in 9 and 18 hole matches or tournaments. Usually the top 4 scores out of 5 to 6 team members' scores are recorded for a total team score. Selection of team members are conducted in a 4-day tryout competition in which low 12 scores make the golf team. Top six scores will be varsity while low four scores will be JV. No senior is kept for JV thus he must make top six. Practice is daily Monday through Thursday at rotating golf courses in the community.

Head Coach: Jay English

Soccer - Boys

Soccer is open for all students in grades 9-12. Students begin a voluntary workout program in November thru January. Tryouts are usually held at the end of January. Students go through an evaluation period and then either make one of the three teams. The goal of the soccer team is to provide players with the opportunity to participate in a quality program that develops soccer skills and discipline.

Head Coach: Dean Wilcher

Soccer - Girls

Girls' soccer is a Varsity and Junior Varsity sport whose season runs from late January to May. Girls have to try out to make the team and must have all the needed forms to be eligible. Practices will be after school until 5:00 p.m. *Head Coach: Karly Thompson*

Tennis

Washington County High School Tennis is composed of boys and girls teams whose seasons run concurrently from January to the beginning of May. The sport is open to students in ninth through twelfth grades. The season will consist of dual matches and tournament matches. As with any team sport, our goal is to compete with the best. What is more important though is to

compete with integrity and class while making the experience one that all students remember as the best time of their lives.

Head Coach: Shannon Spikes & Terry Stephens

Track

To develop and enhance athlete's skills and abilities of speed, endurance, flexibility, strength, competitiveness, discipline, and respect for the physical fitness component of running. The top 4 teams/individuals of region heats advance to Region Finals. The top two finishers at region automatically qualify for state. This could be an opportunity and step toward college athletics.

Head Coach: Marlo East & Gregory Cooper

Wrestling Team

The wrestling team develops not only well-rounded athletes, but also well-rounded young men. Wrestling is a sport intended to build toughness, perseverance, and respect for other athletes. Practice is held after school from 3:00 - 5:00 and we compete in tournaments locally and across the state. The season runs from November to February.

Head Coach: Brandon Dickson

MIDDLE SCHOOL ATHLETIC ELIGIBILITY REGULATIONS for High School Athletic Participation

Middle School students who are in the 8th Grade may apply to participate in high school sports competitions if they are also participating in the same sport(s) at the middle school level. 2. Middle School 8th Grade students may participate in sports at Washington County High School at the conclusion of each Middle School sports season. 3. Middle school students must be approved by the Director of Athletics prior to any participation on the high school level.

Inquiries or complaints concerning sports equity in this school system may be submitted to the sports equity coordinator. The sports equity contact at Washington County High School is:

Athletic Director, Mr. Ronnie Freeman

Washington County High School P.O. Box 1057 Sandersville, Georgia

31082-1057 Phone: (478) 552-2324

Frequently Asked Questions

What do If...

1. HAVE BEEN ABSENT?

If you have been absent, you must bring a written excuse from your parent stating the reason for your absence. This written excuse is to be turned in to the attendance office. If a written note is not brought to school within 72 hours following an absence or if the reason for the absence is not a reason allowed by policy, the absence will be marked “unexcused.” The written excuse must contain the following information:

Name of student

1. **Date of Note**
2. **Date of Absence**
3. **Reason for absence**
4. **Parent Signature**
5. **Phone Number of Parent**

Students have 3-5 school days to make up all work at the convenience of the teacher. In situations where the assignment was made to the student prior to the absence, make-up work can be required by the teacher on the first day the student returns to school.

In accordance with the State Board of Education policy, only the following circumstances will be counted as excused absences:

1. Personal illness/medical appointments
2. Death or serious illness in the immediate family
3. Recognized religious holidays observed by the student’s faith
4. Absences mandated by a governmental agency, including pre-induction physical exams for service in the armed forces
5. Students who are registering to vote or voting not to exceed one day
6. Military Family Deployment - Absences for Special Consideration

Washington County High School is supportive of our military families, especially during the difficult time of deployment. In an effort to ease the burden of our students who have parents deploying, Houston County Schools will allow up to a total of 10 days of excused absences each academic year to allow families time during the deployment cycle. Absences may be planned to best fit your individual family needs. Excused absences will be allowed for the following situations:

- Pre-deployment, the day before deployment - one day;
- Day of departure - one day;
- Reunion, post-deployment - one day;
- R&R break-up to three days; or
- Travel to visit an injured parent - up to five days.

Forms may be picked up in the Attendance Office.

2. NEED TO LEAVE SCHOOL EARLY?

A written parental request must be made before permission will be given for a student to leave campus early for any reason. This written request should be taken to the attendance office prior to the beginning of the school day. All notes requesting an early dismissal must contain a telephone number where a parent may be reached for confirmation. **All early dismissal requests must be confirmed with the parent. If a parent cannot be reached,**

the student may not leave for any reason. At the time of the early dismissal, the student must sign out in the attendance office. During final exams, students must wait until the end of the exam period to check out.

Doctor and dental appointments should be scheduled for after school hours when at all possible. Parents should remember that each teacher keeps individual attendance. Students who have a doctor or dental appointment during school hours must provide verification from their doctor or dentist in order for school time missed to be counted as excused. It is imperative that students keep up with the appropriate documentation doctor's notes, early dismissals, etc. to use during an attendance discrepancy.

It is the student's responsibility to prove all absences were documented excused. Students need to remember that regardless of the reason, they will not be allowed to leave the school campus without parent permission. **Students may not leave campus for lunch.** Any student who leaves campus or misses class time without a documented reason will be subject to disciplinary action by the administration.

3. AM TARDY TO SCHOOL?

Any student who arrives at school after 8:00am should stop at the attendance office and sign in. Failure to sign in could result in disciplinary action. All students who are tardy to school should have a note signed by their parent stating the reason for the tardiness. Reporting to school or class on time is critical to our instructional process. If a student misses more than half of class time, he/she will be counted absent for that particular period. Students who are tardy to class for unexcused reasons will be subject to disciplinary action. Only the five State Board of Education reasons will be accepted as excuses for tardies. Parents need to make every effort to encourage students to be at school on time.

4. NEED TO USE THE PHONE?

Office telephones are to be used only with the permission of office personnel and only for direct school related situations. Students using the office phones must have a pass and sign the phone log. Students will not be permitted to leave class to use the phone.

5. NEED FIRST AID, MEDICAL ATTENTION OR MEDICATION?

If you become ill during the school day, notify school personnel immediately, report to the Principal's office, and a call will be made to your parent. Students who are injured at school need to seek assistance immediately. Any student who is injured at school should notify school personnel. Students who are injured are required to fill out an accident report in the med-tech office immediately. School personnel should be notified of any injury regardless of the severity.

"no medication will be administered to students." This policy includes aspirin, sinus medication, or any other non-prescription medication. Students who are under a doctor's care and require medication during the school day need to report this condition, with the appropriate medical documentation, to the counseling office. All prescription medication must be housed in the med tech's office and can be administered only by approved personnel. **Students should not have any type of medication on their person except EpiPen and asthma inhalers which have been approved.** Students should never under any circumstances share or take medication from another student.

Any student caught possessing unregistered medication, including over the counter medication, will be subject to severe disciplinary action.

6. ARRIVE AT SCHOOL EARLY

The school building will not be officially open to students until 7:00 am. **Students arriving**

prior to 7:00 am must report to the cafeteria. Students need to remember that once they step on the campus or board a school bus, they are considered to be officially at school. Any student who leaves campus for any reason without following the appropriate checkout procedures will be subject to disciplinary action. **This rule applies even if you leave before 1st period starts.**

7. REMAIN AFTER SCHOOL?

School ends daily at 3:30 pm. Students must leave the building by 3:45 pm. Students are strongly encouraged to participate in extracurricular activities; however, students who are participating in activities should be in the area of the activity. Students should not loiter in the building or in other unsupervised areas. Parents must pick students up at the end of the school day no later than 3:15pm.

8. HAVE LOST SOMETHING?

Students who lose, misplace, or feel as though they have had something stolen, need to report the incident to school personnel immediately. Lost and found is located in the Main Office. Students are responsible for all items issued to them by the school. Students should not bring anything of value to school. Students should refrain from having sums of money greater than \$5.00 in their possession. Students who “fix” their locker so it will open without a combination run the risk of having items stolen.

9. NEED TO SEE MY COUNSELOR?

The counselor is one of the most important individuals a student can get to know in a high school. Counselors are directly responsible for student schedules, post-secondary information, personal counseling, student records, etc. An appointment is recommended if you need to see a counselor. This appointment can be made with the counseling office secretary before school, or after school. Students, who have a personal emergency and need to see a counselor during class time, must get a note from their current teacher. Because counselors are involved in testing, classroom guidance, registration, etc., emergency situations are handled on an on-call basis. Students who have conflicts with other students should see the counselors. Many times, conflicts can be resolved with minimal disruption if school personnel are made aware of the problem early.

10. HAVE TROUBLE WITH MY LOCKER?

Mrs. Susan Smith is directly responsible for handling all locker problems. Students who have a problem with their locker jamming, combinations, etc., should go on to class and get a note from their teacher if the needed item is a necessity for class. Students should complete a locker repair notice at the front office if they have problems with their locker. Students should leave their name, grade, locker number, combination, and a short description of the problem and someone will correct the situation as soon as possible. Students should not “rig” their lockers so they open without the combination. (This is how things disappear out of lockers!) Washington County High is not responsible for items taken from lockers. Students should not bring items to school they are afraid of losing.

11. HAVE A CONFLICT WITH ANOTHER STUDENT?

While minor conflicts between individuals are inevitable in any public area that has a high concentration of people, there are appropriate procedures to follow to ensure that these conflicts do not become disruptive. Discipline policy dictates that disruptive verbal confrontations between students will result in referral to ISS on the first offense. Students are advised that in situations where conflicts have the potential to escalate to a disruptive level, they should notify a teacher, counselor, or administrator immediately. Students are reminded that problems should be solved on a non-disruptive, non-violent level. Counselors are a wonderful source of conflict resolution and should be used as often as possible. In some cases, students may be asked to sign a conference contract. Violence is not the answer to any problem!

12. HAVE FORGOTTEN SCHOOL-RELATED MATERIALS/ PROJECTS IN MY VEHICLE?

Students are not permitted in the parking lots during the school day for any reason. In situations where it is imperative for the student to get an assignment from the car, the student should get a pass from an administrator. Security personnel have been instructed to check any student in the parking lot during the school day.

13. NEED TO USE THE RESTROOM OR GET WATER?

Appropriate times to use the restroom or get water are before school, lunch, and during class changes. Students should not ask to leave during class time to take care of these needs. On rare occasions, a student may have a personal emergency that requires that he/she be released from class to go to the restroom. The teacher must approve any release from class. Students who choose to simply walk out of class will be subject to disciplinary action. Any medical condition that might require a variance of this procedure must have prior approval by the principal or her designee. Any student who is in the hall during instructional times must have a pass signed by a faculty member.

14. HOW DO I REQUEST A CONFERENCE?

WCHS wants all decisions and rules to be as fair and consistent as possible. If you have a question or concern regarding your student, please contact the school at the following numbers:

Teacher - In issues where the teacher made the decision, a teacher conference is necessary. Please call the Principal's secretary to make an appointment at 478-552-2324.

Counselor Conference: Please call the counseling office at 552-2324 to schedule an appointment.

Assistant Principals:

Dr. Moss 11 and 12 Grade

Mr. Freeman 9th 10th Grade

Teacher Administrators:

Mrs. Ashley Broxton 9th - 12th Grade

Mrs. Angie McCall 9th - 12th Grade

Please call the main office at 552-2324 to schedule an appointment. Principal-Please call the secretary at 552-2324, ext. 2205 to schedule an appointment. If you would like to discuss your student's IEP, please contact your child's case manager.

STUDENT AND PARENT SCHOOL GUIDE AND INFORMATION

IF YOU NEED:

GO TO:

Accident Insurance Claim Form/School Insurance	Attendance Clerk
Attendance Information	Attendance
Announcements	Administrative Off
Approval of Activities	Principal
Athletic Information	Athletic Director
Claims and Workman's Comp.	Attendance Clerk
Audio/Visual Information	Media Center
Certificate of Attendance	Registrar
Class Schedule	Registrar
Club Information	Club Sponsor
College Entrance Requirements	Counselors
College Scholarship & Transcript Information	Counselors
Discipline Information	Any Administrator
ID Cards-Purchase Replacements	Media Center
Lockers	Assistant Principal
Lost & Found	Assistant Principal's Office
Medical Attention	Main Office
School Tardy	Attendance Clerk
Student Debt	Secretary
Tech/Career Information	Tech/Career Director
Textbook Debt	Media Center
Vandalism Report	Any Administrator
Voter/Draft Registration	Social Studies Dept. Chair
Withdrawal from School	Registrar

WASHINGTON COUNTY HIGH SCHOOL

Dr. Felicia Moss
Assistant Principal

Mr. Ronnie Freeman
Assistant Principal

Ashley Broxton
Teacher Administrator

Angie McCall
Teacher Administrator



Tiffany Bryson
Counselor

Debbie Price
Counselor

Dr. Darryl Gilbert, Principal
Post Office Box 1057 – 420 Riddleville Road
Sandersville, Georgia 31082
Office: 478-552-2324
Fax: 478-552-3140

Right to Know Notification

Right to Know Professional Qualifications of Teachers and Paraprofessionals

Date: **8/07/2020**

Dear Parents,

In compliance with the requirements of the **Every Student Succeeds Act**, the **Washington County High School** would like to inform you that you may request information about the professional qualifications of your student's teacher(s) and/ or paraprofessional(s). The following information may be requested:

- Whether the student's teacher—
 - has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;
 - is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived; and
 - is teaching in the field of discipline of the certification of the teacher.

- Whether the child is provided services by paraprofessionals and, if so, their qualifications.

If you wish to request information concerning your child's teacher's and/ or paraprofessional's qualifications, please contact the Dr. Darryl Gilbert at 478-552-2324.

Sincerely,

Darryl Gilbert

Darryl Gilbert
Principal

We Will Rise Higher!
Excelling in Academics, Arts and Athletics

WASHINGTON COUNTY PUBLIC SCHOOL SYSTEM



Dr. Rickey L. Edmond
Superintendent of Schools

501 Industrial Drive
Sandersville, Georgia 31082
478-552-3981(Phone)
478-552-3128 (Fax)
www.washingtoncountyschoolsga.org

Board of Education
Mr. Chris Hutchings, Chairman
Mr. Sammie L. Knight, Vice Chairman
Ms. Gladine Thompson
Mr. Paul Turner
Mr. Tracy Giddens

Permission to Photograph/Video

During the school year, the print media may photograph and publish images of our students for achievement and participation in activities at school. Photographs may be published in print and online. Also, video may be taken at different times during the year for different activities. Please check the proper statement below regarding your child.

_____ Yes, I grant permission for the media to photograph/video my child.

_____ No, I do not grant permission for my child to be photographed/videoed.

Parent Signature _____

Date _____

Student's Name _____

Student's Name _____

Student's Name _____

Student's Name _____

Student's Name _____

2020-2021 School Year
**Every student who will use technology for school purposes
is required to have a signed form returned to school.**

Dear Parents and Guardians,

This year, students will be using a variety of online Web applications as a resource to enhance their learning experience. Although these applications are widely used by the education community and support their use in K-12 institutions, their Terms of Service state that due to Federal Law any users under the age of 18 must obtain explicit parental permission to use their sites. The Washington County Board of Education uses a variety of technology and digital resources to enable and enhance instruction. With permission, students may use physical devices, including but not limited to, computers, iPads, Chromebooks and Kindles (all of which allow some degree of Internet access). Students may also access web-based applications to create, review, store, share and potentially post their work on the Internet. Examples of these tools include, but are not limited to G Suite for Education, MobyMax, HMH Reading and Math Programs, Study Island, Newsela, USA Test Prep and many other online applications. All websites and tools have been and will continue to be thoroughly examined by experienced educators and are used commonly in education today, but new tools arise every day. In addition, student information and student work may be maintained by and stored on web-based instructional sites and applications. Not all tools are used at all grade levels.

WCBOE has several processes in place to protect students while using technology and digital resources. Students are educated every year about appropriate online behavior, including interacting with other individuals on social networking websites and cyber bullying awareness and response. The district also uses Internet filters to remove most harmful content.

As these sites are instrumental in the development of the curriculum, we are asking that you and your child please review the permission form below and complete it. Should your expectations change, we must be notified in writing. If you do not give your child permission to use these web tool applications, an alternative assignment will be provided.

Student & Parent Information

Students are responsible for good behavior/character online just like they are in our school building. Students are not permitted to use obscene, profane, threatening, or disrespectful language. Students should notify the teacher of anything inappropriate. Bullying will not be tolerated. Copyright infringement occurs when an individual reproduces a work without permission that is protected by a copyright. If the user is unsure whether or not they can use it, the student should request permission from the copyright owner. All use of these tools must be used in accordance with the Acceptable Use Policy of the District, even if the student does the work outside of school on a personally owned device.

Internet Acceptable Use

The Washington County Board of Education recognizes that Electronic Media such as the Network/Internet offer vast, diverse, and unique resources to students, teachers, and staff that should promote educational excellence in our schools. Strict compliance with all applicable ethical and legal rules and regulations must be maintained by all users of the Washington County School System Network/Internet Services.

REGULATION

Internet access is available to students, teachers, and staff in the Washington County School System. All Internet users must sign the Internet Use Authorization Form. Student users must also have a parent or guardian sign the Parent or Guardian Authorization and a teacher must complete a purpose form. The Internet Use forms are provided in Exhibit IFBG-E.

All Internet users are subject to the following rules and regulations:

1. **Acceptable Use** - - The purpose of the school network/Internet, is to support research and education in and among academic institutions in the U.S. and the world by providing access to unique resources and the opportunity for collaborative work. The use of the network must be in support of education and research and consistent with the educational objectives of the Washington County School System. Transmission of any material in violation of any U.S., or state regulation or Washington County School System policy is prohibited. This includes, but is not limited to copyrighted materials, threatening or obscene material, or material protected by trade secret. Use for commercial activities is not acceptable. Use for product advertisement or political lobbying is prohibited.
2. **Privileges** - - The use of the network/Internet is a privilege, not a right, and inappropriate use will result in a cancellation of those privileges (each user who receives an account or access to the Internet must first participate in a training session which is approved by the Washington County School System). The network administrator (the Superintendent, or the Superintendent's designee) will deem what is inappropriate. Also, the network administrator may close an account at any time as required. An administrator, faculty member, or staff member of the Washington County School System may request of the network administrator the denial, revocation, or suspension of specific user(s) account(s).
3. **Network Etiquette** - - The user is expected to abide by the generally accepted rules of network etiquette. These include (but are not limited to) the following:
 - a) Illegal activities are strictly prohibited.
 - b) The use of profanity, vulgarities or other inappropriate language is prohibited.
 - c) Personal information such as personal address or phone number is prohibited.
 - d) Electronic mail (e-mail) is not private and inappropriate or illegal messages will be reported to the authorities.
 - e) Use of the network/Internet in such a way that you disrupt the use of the network by other users is prohibited.
 - f) All communications and information accessible via the network should be assumed to be subject to copyright law.
4. The Washington County School System makes no warranties of any kind, whether expressed or implied, for the service it is providing. Washington County School System will not be responsible for any damages you suffer. This includes loss of data resulting from delays, nondeliveries, mis deliveries, or service interruptions caused by its own negligence or errors or omissions, or yours. Use of any information obtained via the network/Internet is at your own risk. Washington County School System specifically denies any responsibility for the accuracy or quality of any information obtained through its services.
5. **Security** - - Security on any computer system is a high priority, especially when the system involves many users. If you suspect a security problem on the network/Internet, you are required to notify the network administrator or your Internet Coordinator (the Superintendent, or the Superintendent's designee). Do not demonstrate the problem to other users. Never use another individual's account. Attempts to log on to the network/Internet as a network administrator will result in cancellation of your user privileges. Any user(s) identified as a security risk or having a history of problems with other computer systems may be denied access to the network/Internet through any Washington County Public School.
6. **Vandalism** - - Vandalism will result in revocation of access and disciplinary action. Vandalism is defined as any malicious attempt to harm or destroy equipment or data of another user, the Internet, or any other networks. This includes, but is not limited to, the uploading or creation of computer viruses.
7. **Use by Non-Public School Personnel/Students** - - Request may be made to the building media specialist. First service priority will be given to school personnel and students. Use may not be permitted after services become available at the Washington County Public Library.

EXHIBIT
Internet Acceptable Use

Descriptor Code: IFBG-E

**Washington County School System Network/Internet Use Agreement Authorization Form
(All Faculty and Staff, Middle & High School Students)**

User Authorization:

I hereby certify that I have read and understand Washington County Board of Education Regulation IFBG and agree to abide by its terms and conditions. I understand that if I violate Regulation IFBG, my Network/Internet access privilege will be revoked, and I will be subject to disciplinary action. I further understand that a violation of Regulation IFBG may subject me to criminal and/or civil liability.

Username (please print): _____

User Signature: _____

Date: _____

Parent or Guardian Authorization: (Must be completed if user is a student)

As the parent or guardian of the above-named user, I hereby certify that I have read and understand Washington County Board of Education Regulation IFBG. I further understand that some materials accessible to Network/Internet users may be offensive, illegal, defamatory, or inaccurate, and that although the Washington County School System has taken reasonable precautions to restrict access to such materials, such exposure may nevertheless occur. With that understanding, I hereby give permission to the Washington County School System to set up a Network/Internet account for my child. I further agree to indemnify and hold harmless the Washington County School System, its employees and agents, from any and all claims arising from or related to my child's use or misuse of the Network/Internet, and waive any and all claims I may have against the System for such use or misuse.

Parent or Guardian's Name (please print) : _____

Signature: _____

Date: _____

WASHINGTON COUNTY HIGH SCHOOL

Student Handbook

I _____ and _____
(print student's name) (print parent's name)

hereby certify that we have read and understand the Washington County High School (WCHS) 2020-2021 Handbook in its entirety. We have also read the following:

Attendance Policy Bullying Policy

Clubs, Organizations, Programs Dress Code Policy

Grading Procedures

Learner's and Driver's License Rule Progressive Discipline Procedures Student Media Consent Policy Tardy Policy

Washington County High School Code of Conduct Sign-out Procedure

After reading the WCHS Handbook with my child, we agree to support and follow each policy. We will support the school's effort in promoting a positive learning environment.

Parent Signature _____ Date _____

Student Signature _____ Date _____