

**Southside High School
2003-2004
TIGER PRIDE**

Paulette Payne, Principal

**100 Blassingame Road
Greenville, S. C. 29605
(864) 299-8393
FAX (864)-299-8395**

www.greenville.k12.sc.us/southside

Contents

Alma Mater...	45
Athletics...	35
Attendance ...	5
Bell Schedules...	4
Bus Riders...	23
Clubs & Organizations...	33
Discipline Code...	14
Dress Code...	21
Examinations...	30
Expulsion...	16
Field Trips...	8
Graduation...	29
Health room/Medication...	11
Internet use...	43
Lockers...	25
Lunch ...	31
Off-limits ...	14
Parking...	23
Prom...	38
Rules...	13
Student Council...	41
Tardiness...	10
Tiger Ambassadors...	40

The Southside High School PTSA operates a Tiger Pride School Store. Snacks, t-shirts, and pencils may be purchased.

The Southside High School Alumni Association
southsideregistry@hotmail.com

**Southside High School
Center for International Studies**

Paulette Payne, Principal

Purpose

To promote learning as a lifelong endeavor and to provide a comprehensive learning environment with opportunities for all students to develop to their fullest capacity and be productive members of a rapidly changing global and technological society.

Mission

To stimulate lifelong learning and to promote an understanding of community and world cultures by encouraging our students to become productive, involved, and caring citizens.

Our Goals for Students

1. Improve student achievement
2. Increase students' technological skills
3. Provide students with a pleasant, inviting environment in which to learn

Regular Bell Schedule for Seven Period Day

8:30- 9:20 First Period _____
9:24-10:28 Second Period _____
10:32-11:22 Third Period _____
11:22-11:52 Lunch A
11:56-12:46 Fourth Period A _____

11:26-12:16 Fourth Period B _____
12:16-12:46 Lunch B
12:50-1:40 Fifth Period _____
1:44-2:34 Sixth Period _____
2:38-3:30 Seventh Period _____

PAWS Schedule Monthly

Organization Schedule

8:30-9:16 First Period 8:30-9:16 First Period
9:20-10:06 Second Period 9:20-10:06 Second Period
10:06-10:48 PAWS **10:10-10:48 Organizations**

10:52-11:38 Third Period
11:38-12:08 Lunch A
12:12-12:58 Fourth Period A

11:42-12:28 Fourth Period B
12:28-12:58 Lunch Period B
1:02-1:48 Fifth Period
1:52-2:38 Sixth Period
2:42-3:30 Seventh Period

Career Center and Fine Arts Center buses depart at 8:30 a.m. and 12:30 p.m.

Local television and news channels will announce weather delays.

1-Hour Delay

9:30-10:12 First
10:16-11:08 Second
11:12-11:54 Third
11:54-12:24 Lunch A
12:28-1:10 Fourth A
11:58-12:40 Fourth B
12:40-1:10 Lunch B
1:14-1:56 Fifth
2:00-2:42 Sixth
2:46-3:30 Seventh

2-Hour Delay

10:30-11:04 First
11:08-11:48 Second
11:52-12:26 Third
12:26-12:56 Lunch A
1:00-1:34 Fourth A
12:30-1:04 Fourth B
1:04-1:34 Lunch B
1:38-2:12 Fifth
2:16-2:50 Sixth
2:54-3:30 Seventh

Special schedules for Pep Rallies, Awards Day, Yearbook Day, state testing, and unforeseen events will be published on the daily bulletins and on the school website. The SHS monthly calendars are on the school website.

Attendance Rules

The School District of Greenville County has adopted uniform rules to assure that students attend school regularly. Each day that students are not in school, they miss hours of valuable instructions and opportunities for learning that they will not have again. All children are required to attend a public or private school or kindergarten beginning at five and continuing until their 17th birthday. If parents choose not to send their children to kindergarten, they must sign a waiver, which may be obtained

at the local school. **Students are counted present only when they are actually in school, on homebound instruction, or are present at an activity authorized by the school principal.**

1. The school year consists of 180 school days. **To receive credit, students must not miss more than five (5) days for a semester course (1/2 unit course), and not miss more than ten (10) days for a yearlong course (1 unit course), as well as meet all minimum requirements for each course.** Accrued student absences, either lawful, unlawful, or a combination thereof, may not exceed these numbers. Any absence in excess of these numbers may cause the student to lose credit for that course.
2. All absences shall be approved or disapproved by the principal (or her designee) in accordance with the following guidelines:

Lawful Absences

1. A written statement from a physician within two (2) days of the student's return to school shall verify personal illness of a child. Absences for chronic extended illness will be approved only when verified by a physician's statement.
2. Serious illness or death of an immediate family member shall be verified by a statement, from the parent, within two (2) days of the student's return to school.
3. Absences for religious holidays shall be requested in advance. Such requests must be made to the principal in writing.
4. Absences for extreme hardships may be approved by the principal. Such approval should be prearranged when possible.
5. **College visits for seniors must be approved by the principal one-week prior to the date requested. Once they return, seniors must bring written verification from the college visited.**

Unlawful Absences

Any student absence, with or without the knowledge of the parent, which does not meet the conditions for a lawful absence shall be counted as unlawful.

Class Cuts

A class cut will be considered an unexcused absence and may result in a suspension and parental conference.

Attendance for Individual Classes

1. A student may not miss more than ten (10) days from a year (unit) course or five (5) days from a semester (half unit) course.

2. Those ten days (or five) include parent's notes, suspensions, unexcused absences, administrative, or late arrival notes.
3. After ten days' absences (or five) a doctor's note or administrative excuse must be provided, **or the student will not receive credit for that course.**

Attendance Procedures

1. Regular attendance is essential to academic progress. The district encourages regular attendance and we as a school will support the district's decision. If a student is absent, his/her parents will be contacted by telephone, letter, or home visit to verify the reason for the absence.
2. **Excuses for these absences should:**
 - a. Be given to the first period teacher.
 - b. Be dated and give the day or dates of absences.
 - c. State the reason for absences and give parent's daytime phone number.
 - d. Be written on a full sheet of paper and signed by parent.
 - e. Parent's notes and doctor's notes will be verified and filed by the attendance clerk.

Procedure for Make-up Work

Provision for make-up of schoolwork missed during absences shall be worked out with the teacher(s) concerned at the earliest time possible, but the time should not exceed five (5) consecutive school days after the student returns to school.

Early Dismissals

Early dismissals before the end of the regular school day are discouraged. Whenever possible, a student should try to arrange appointments around school hours. All early dismissals will be classified as excused or unexcused by the Attendance Office.
*Failure to leave campus immediately after dismissal time may result in disciplinary action.

The following will be classified as excused dismissals:

1. Medical appointments (must bring doctor's statement).
2. Illness of student or immediate family.
3. Death in immediate family.
4. Prearranged absence by parent and administrator.

***Classes missed due to early dismissals will count against a student's attendance record.**

Forgery of a written request for early dismissal will result in disciplinary action.

Early Dismissal Procedure:

1. A written request stating the reason for dismissal, time of dismissal, a telephone number where the parent can be contacted before 10 a.m., and signed by the parent or guardian. This note must be brought to the front office before 8:25 on the day of early dismissal. The office staff will contact the parent to verify the dismissal.
2. After verification, an early dismissal card should be picked up from the front office during class change. **If no verification can be made, the student will not be released.**
3. Students must sign out in the front office when leaving or the absence will be classified as a cut.
4. **Parents who do not send a note in advance, but telephone for an early dismissal must come in and sign the student out.**

Field Trips

Student Access to Field Trips: Student will be denied or limited access to field trips for the following reasons:

1. **Academics:** Students will be denied permission to attend a field trip if they are failing a class that they would miss on the field trip.
2. **Behavior:** (a) Students assigned OSS on the date of the field trip will not be allowed to participate in the field trip. (b) The person heading the field trip, with approval of the principal, may deny a student permission to participate based on a pattern of misconduct. (c) Students will be denied permission to attend a field trip if they fail to turn in all required documentation by the deadlines.
3. **Attendance:** Students cannot be absent from any class for more than two field trips per semester. (For example: A student who has missed his English class for an ROTC and a chorus field trip would not be given permission by the English teacher to attend an IB field trip which would keep him out of English class.)
4. **Override Policy:** If students are denied access to a field trip due to academics or attendance, the parents may come to the school and sign an override form indicating that they are aware of the student's grade and/or attendance and still want the student to attend the field trip.
5. Students unable to attend a field trip will be given an alternative assignment to replace the field trip grade.

Competitions are considered field trips so only students competing should attend. Students are encouraged to keep up their academic performance in classes so that if necessary their parents may choose to do an override to permit them to go.

A limited number of courses have district and state mandated field trips as part of the defined curriculum. These must be submitted to the appropriate administrator in writing at the beginning of the school year for verification. If approved, they will not be included in the semester class absences count. This also applies to programs such as Ed Op, the sophomore trip to Donaldson, etc.

Student Absences and Participation in Extra-Curricular Events

Students are not eligible to participate in any extracurricular events unless they are present at least 4 periods (1/2 of the school day) that day.

This participation includes athletic events, band or choral performances, club activities, competitions, Miss Southside pageant, etc. **Suspended students are ineligible for participation in or attendance at any school activity during their suspension.**

Absence from Exams

All students are mandated by the District to take exams during the exam period. It is the student's responsibility to obtain **prior** permission from the principal to take a make-up exam for any absence. Students who miss exams unlawfully will be subject to a grade penalty.

Absence from IB and AP Exams

IB and AP examinations are an integral part of both the IB and AP Programs. Students enrolled in IB and/or AP courses are expected to sit for all respective exams during the year in which the course(s) are taken. IB/AP exams are considered final exams in IB and AP courses. Students who fail to take one or more IB and/or AP exam and do not have a valid excuse as determined by the IB and AP organizations will not be eligible for make-up exams. Students will also be required to reimburse the school district for the cost of each exam not taken. Additionally, students will be required to take the final exam(s) in the IB/AP course(s) in which they were enrolled before credit for the course(s) will be awarded.

Early Dismissals Due to Illness

Any student who becomes ill at school must secure a pass from the teacher and report to the Health Room. If a student is too ill to return to class, the nurse will contact the parents and dismiss the student. Students are to come to the Health Room from a class and have a signed and timed pass from the teacher. Students are not to come to the Health Room between classes. **Students who are ill are not to use the pay phone to call a parent about dismissal for sickness; the nurse will call the parents.** Dismissals from the Health Room are considered lawful absences.

School Closing

In case of inclement weather, students are asked not to call the school, but to tune in to local radio or television stations for an official announcement. Closing of school during the day will be decided at the District Office.

Tardiness

1. Tardiness to school:

Students are expected to report to first period by 8:30. **Students must be in their seats when the tardy bell rings.** A NONBUS STUDENT WHO ARRIVES AFTER 8:30 SHOULD REPORT IMMEDIATELY TO THE ATTENDANCE CLERK to obtain a pass to enter school. All tardies will be classified as unexcused except for (1) doctor or dentist appointment, (2) administrative approval. Bus students who arrive on a late bus must report immediately to Portable #2 for a hand stamp. These students will also need to sign the late bus list at the Attendance Table.

Consequences for tardiness to school per semester

1st and 2nd Tardies: warning

3rd Tardy: an unexcused absence from first period that will be counted as one of the five absences for the semester or ISS

4th Tardy and thereafter: suspended (ISS or OSS); parent conference by administration required

*Exceptions may only be approved by an administrator.

2. Tardiness to class:

Students are expected to be seated when the bell for class rings. A tardy student must report directly to class and will receive disciplinary action.

Consequences for tardiness to class per semester:

1st and 2nd Tardies: -Warning by teacher

3rd Tardy: Administrative referral

4th Tardy and thereafter: - Suspension (ISS or OSS)

Exceptions may only be approved by an administrator.

Closed Campus Policy

Students are reminded that we are operating under a closed campus policy and that students are not allowed to leave campus during normal school days (8:30 – 3:30) without following the early dismissal procedures. Students who leave without permission will be disciplined. Persons entering campus without legitimate business could be subject to arrest and prosecuted for trespassing.

Visitors

Parents and community members are always welcome. So that we can better serve our visitors, all visitors must check in at the front office when they arrive at school to obtain permission to be on campus. Students are not to invite friends and visiting relatives to visit them during the school day or during lunch unless approved by administration. Unauthorized visitors on campus are subject to trespassing charges and/or arrest.

Students are not to bring children to school.

Food is not to be delivered to students at school or brought on campus by students returning from Career Centers/FAC or School-to-Work activities.

Visits to the Health Room

The purpose of the Health Room is to provide short-term care in the event a student becomes ill/injured while at school. It is not intended to take the place of a physician's office. Every effort is made to keep your student at school if at all possible. If it is determined that your student is too ill to stay in school, please make arrangements to pick him/her up as soon as possible. Our Health Room is quite small and serves a large student body.

Health Room Guidelines

Student Emergency Forms

1. Complete form, date, sign, and return immediately. These forms are available for downloading/printing on the school website.
2. Update (by sending a note or calling the school office) when changes occur.

3. Indicate who your emergency people listed are (friend, grandparent, etc.).
4. It is important to tell your child who has been listed on the emergency form to pick him/her up in your absence.

Medications

1. All prescription drugs must be brought to the school by the parent or guardian and given to the school nurse or office staff.

Permission forms will need to be signed.

2. If your child must take medication at school, please obtain a Parent or Physician's Authorization Form. These forms are available in the Health Room and on the school website.

* **Long-Term Medicines** (to be given at school for 2 weeks or longer) must have a Parent's Authorization Form completed and signed by the parent or legal guardian. A Physician's Authorization Form must be completed and signed by the doctor who has prescribed this medicine for your child.

* **Short-Term Medicines** (to be given at school with less than a 2 week duration) must have a Parent's Authorization Form completely filled out and signed by the parent/guardian or a written note provided with the medicine stating: the name of the medicine, the amount to be taken, and the time to be given. Also include the student's name. **NO MEDICATION WILL BE GIVEN WITHOUT THIS WRITTEN PERMISSION!**

3. Students are NOT to give themselves any medicine at school.

ALL medicines must be given through the Health Room. This policy is for the safety of the students.

- Cough drops and/or throat lozenges may be carried by a student if a note has been written to the nurse and signed by a parent.
- Inhalers or epi-pens may be kept by students if written permission has been provided by a parent and the physician indicating that it is necessary for the students to have the medication with them at all times. An additional inhaler/epi-pen should be kept in the Health Room.
- **Due to School District policy, medications containing aspirin (Pepto-Bismol, many menstrual cramp medications) and medications containing PPA (Dimetapp, Contac, Triaminic, etc.) will not be given.**

4. All medications must be in the original container with a label. This includes prescription and over-the-counter drugs as well.

Medications that cannot be identified by the container will not be given and will be discarded immediately.

5. The school will not administer medication that is reportedly missed at home. We will only administer those doses that are scheduled during school hours. A parent may bring a missed dose of medication to school and may administer it to the student.

6. If your child experiences frequent headaches, stomach upset, or menstrual pain, provide the Health Room with the appropriate over-the-counter medications so that your child can remain in class.

7. Medications that are past their expiration date will not be given.

Guidelines for Medication Administration

When a student is required to take medication during the school day, the following guidelines will be followed:

- Written permission from the parent/legal guardian for each medication will be required and be maintained in the Health Room.
- The medication will be stored in a locked container and administered by the school nurse or staff designated by the principal who will record this information on the student's medication record. A list of staff designated by the principal to assist with medications in the absence of the nurse will be posted in the health room. Schedules should be arranged so that the school nurse administers all medications if possible.
- Any errors or incidents involving medication will be reported on form Med-4 with copies provided to the principal and nurse supervisor.

When a student leaves the school for a field trip, his/her medication will be secured in a container labeled with the student's name, date, medication, dosage, strength and time for administration. The school nurse shall provide the staff accompanying students on the trips with the information needed regarding the medication, its purpose, and side effects that may occur. **It is the parent's responsibility to notify the school nurse when a field trip occurs.**

- **Emergency Medication**

Students who are known reactors and require emergency treatment for an allergic response should have medication, written parental

permission and physician's instructions for administering the medication. If the student has emergency medication in the Health Room, **this medication does not follow him/her to the career centers. When this occurs, the student will need permission to carry the medication with him/her. It is required that an Emergency Health Care Plan be completed on these students. These forms can be obtained from the Health Room or from the SHS website.**

Discipline

An atmosphere of mutual respect between students and teachers is expected. The general responsibility of discipline rests with the faculty. Each teacher has the authority to enforce discipline. Student cooperation and self-discipline is expected. Teachers will discuss with their students the conduct policies as outlined in the Code of Discipline adopted by the School District of Greenville County, a copy of which is included in this handbook and on the District website.

Persistent or uncontrollable misconduct will be referred to an assistant principal for disciplinary action. Strong and consistent measures will be taken to eliminate undesirable conduct. A discipline referral indicates serious misbehavior. **Students who are sent to the office by a teacher must report directly to the main office and report to the receptionist.**

Classroom Rules for SHS

All students will be in their assigned seats when the bell rings at the start of each period.

All students are to remain in their seats unless otherwise instructed by the teacher. The teacher, not the bell, will dismiss class.

No passes will be issued, except in an emergency.

All students will bring to class paper, pen/pencil, textbooks, homework, and any other items required by the teacher.

***The following will not be allowed out in class; liquid containers (except water bottles), electronic equipment, food, suckers, cosmetics, or straws.**

***Playing cards are not to be brought to school. Cards will be confiscated and not returned.**

*Students will not deface and /or destroy any property at school and will be held accountable for damage payment.

*Students will not use obscene language or gestures.

*Students will not talk during the announcements, moment of silence, or roll call.

*Students are expected to remain on task the entire class period.

Teacher Detention

Teachers will assign detention for infractions of classroom rules at their discretion.

Electronic Equipment

Radios, video cameras, CD players, tape players, video games, headsets, and all other electronic equipment are not to be brought to school. These items will be confiscated and a parent must pick them up within five (5) days. Southside will not be responsible for lost or stolen items after five days. Telephones must be kept out-of-sight and hearing during the school day. The school is not responsible for stolen phones.

Any student in possession of a beeper /pager will be disciplined. The pager will be confiscated and sent to school security to be destroyed.

Drugs and Alcohol

Any student coming to school under the influence of drugs or illegal substances, bringing alcohol, drugs, paraphernalia, illegal substances, selling, giving or exchanging such items will be recommended for expulsion.

Tobacco and Lighters

Possession and use of tobacco products, lighters, and matches while in the school building, on school grounds, on school buses, or any other time that the students are under direct administrative jurisdiction of the school, is prohibited. Items will be confiscated and students disciplined.

Display of Affection

Students will refrain from excessive displays of affection. Failure to comply will result in disciplinary action.

Cheating

Any student found guilty of cheating will be given a zero on the work. The parents will be notified by the teacher. Cheating includes “giving help” on a test or assignment as well as “receiving help.” Plagiarism will be viewed as a form of cheating.

Hall Passes

Students are not permitted in the halls during class periods unless they are accompanied by a teacher or have hall passes signed by a teacher or administrator.

Restricted Areas

Any student in an off-limits area without written permission will be referred to the administration. Restricted areas include:

Parking lots (bus, students', and teachers').

The Lecture Room.

Halls or auditorium foyer when used for eating. Food may be consumed only in cafeteria or on the patio.

All classroom wings/halls during a student's lunch period.

Students are to remain in the areas designated in the Lunch Procedure section of this handbook.

The area behind the counter in the main office as well as all administrative offices.

All areas outside of school except patio.

The second floor rails in the commons area. Students are to move directly to class and not loiter at the rails.

Faculty workrooms and inner halls are off limits at all times.

Fraternities, Sororities and Secret Organizations

Fraternities, sororities and secret organizations and their activities are strictly forbidden in high school. Any attire associated with such groups is forbidden when it causes a disruption to the school.

School District of Greenville County School Website:

<http://greenville.k12.sc.us>

Greenville County Discipline Code Philosophy

The District is unequivocally committed to the principle that disorderly and disruptive behavior shall not be permitted to interfere with the right of other students to pursue an education; nor will improper conduct be tolerated. The District will make every reasonable effort to keep students within the school's sphere of influence and suspension and/or expulsion will be used only as a last resort. Nevertheless, any student conduct that disrupts class work, brings disorder to the school, or infringes upon the rights or safety of others is a basis for suspension and/or expulsion of student.

Responsibilities

Principals and teachers are authorized by the Board of Trustees to maintain and preserve order and discipline in schools and classrooms. Parents of students enrolled in the schools of Greenville County are urged to read the Discipline Code and discuss its contents with their children. If you have questions regarding the Discipline Code, please contact your school Principal.

Removal of Students from School

Disruptive or disorderly student conduct may result in removal from school.

A. Suspension

SUSPENSION IS THE TEMPORARY REMOVAL OF A STUDENT FROM SCHOOL OR CLASS to correct unacceptable behavior. No student may be suspended in excess of ten days for any one offense unless expulsion is recommended. No student may be suspended for more than thirty days any one-school year unless expulsion is recommended. No student may be suspended during the last ten days of a school year if the suspension will make the student ineligible to receive credit for the school year without approval of the School Board unless the presence of the student constitutes an actual threat to a class or school or a hearing is granted within twenty-four hours of the suspension.

In order to suspend a student, the appropriate administrator shall inform the student of the specific charge against him and notify him of the evidence in support of this charge. The student must be given an opportunity to refute the charge. If the student challenges the charge and the administrator feels that further investigation is warranted, he should make such investigation. If the administrator determines the student has committed an offense for which suspension is appropriate, the administrator shall suspend the student from school and notify the student's parents or legal guardian in writing for the reason of the suspension and its length and of a time and place when the administrator will be available for a conference. The conference shall be set within two school days of the start of the suspension.

Requests for review of suspensions may be made to the principal, then to the superintendent (or designee), and then to the Board.

B. Expulsion

In accordance with its discipline code set forth in Policy JD, the Board authorizes the administration to initiate expulsion proceedings against any student. In most cases expulsion means the removal of a student from school and the cessation of educational services for the remainder of the school year. Unless the Board or its authorized hearing panel makes a specific exception, expulsion shall also prohibit a student from coming onto school property, entering school buses, or attending any school function.

A student determined to have brought a firearm to school shall be expelled for a period of not less than one year, except that for a disabled student and elementary school student, the superintendent may modify this requirement on a case-by-case basis. The Board may permanently expel any incorrigible student. Except for student permanently expelled, every expelled student shall have the right to petition the Board for readmission for the succeeding school year. Taking into consideration the recommendation of the superintendent in each case, the Board will act on these requests, as it deems appropriate. The Board will consider the permanent expulsion only of those students so recommended by its hearing panel. The superintendent will ensure that all expulsion cases are processed in a timely manner.

1. The principal will ensure compliance with the procedures for suspension set forth in policy JDD.
2. Having concluded that a recommendation for expulsion is warranted for the offense, the principal will notify parents or legal guardian in the notice of suspension that he is initiating expulsion proceedings. The notice shall also specify the reason for the recommendation and shall set a place and time for a conference. The conference shall be set within two school days of the start of the suspension. The suspension shall remain in effect until the expulsion proceedings are terminated.
3. If the principal determines after the conference that a recommendation of expulsion is appropriate, he will so notify the parents within three school days of the incident that precipitated the expulsion recommendation.

4. Within two school days of receipt of the recommendations, the superintendent (or designee) will review each recommendation and either remand it to the principal for alternative disciplinary action, impose alternative disciplinary action (with parental consent), or forward it to the Board's hearing panel for a decision on the recommendation. He will notify the parents or legal guardian by letter of his action, and, if he forwards the recommendation to the panel, of the student's right to a hearing and the hearing rights described in Step 5(b). Any parent desiring a hearing must inform the superintendent (or designee) upon receipt of the letter.

5. a. Within ten days of the mailing of the letter required in Step 4, the hearing panel, acting for and under the authority of the Board, will review the recommendations for expulsion and will conduct any hearing requested. The hearing panel shall consist of three persons appointed by the superintendent from among District-level administrators and principals serving at the same school level as the student recommended for expulsion, but no person shall serve on a hearing panel appointed to hear a case arising from a school over which that administrator has supervisory authority. The superintendent (or designee) will attend meetings of the hearing panel.

b. At the hearing, the parents or legal guardian shall have the right to legal counsel and all other regular rights, including the rights to call witnesses on the student's behalf and to question all witnesses. The hearing will be closed to the public. The superintendent will ensure that the panel is convened and that its proceedings are appropriately recorded. The Hearing panel may remand the case to the principal for alternative disciplinary action, impose alternative disciplinary action itself, or expel the student.

c. Within five days of its review and any hearing, the panel shall render a written decision and send it to the parents. If the decision is for expulsion, the letter will include the right to appeal to the Board as described in Step 6 and the reasons described in Step 7 that will cause the Board not to affirm the decision of its hearing panel.

6. Parents may appeal the decision of the hearing to the Board by sending to either the superintendent (or designee) or to the Board chairman a notice of appeal within ten days of receipt of the decision of the hearing panel. The notice of appeal must be in writing and must state the precise basis, consistent with the

grounds set forth in Step 7, for overturning the decision of the hearing panel.

7. Parents filing a notice of appeal will be scheduled to present their appeals to the Board at or before its next monthly meeting following receipt of the notice of appeal. The Board shall consider the notice of appeal, its hearing panel's decision letter, all materials submitted to the panel, and any response by the superintendent (or designee) to the appeal, either party may be represented by legal counsel. The Board will affirm the decision of its hearing panel unless the parents demonstrate to the Board that a. the decision of the hearing panel is not supported by substantial evidence, b. the decision is not consistent with Policy JD, c. the student's rights to notice and a fair hearing, consistent with this policy and with relevant statutory and constitutional requirements, were not ensured in the expulsion process, d. the decision was motivated by illegal discrimination or arbitrariness.

If the Board determines that the parents have demonstrated any of the four situations set forth in the previous paragraph, it will reverse or modify the panel's decision, or for sufficient reason, it may order a new hearing or elect to conduct its own hearing.

Within five days of its decision, the Board will notify the parents or legal guardian and the superintendent in writing of its decision. The Board will not hear witnesses in reaching its decision.

8. The action of the Board may be appealed to the proper court.

C. Specific Disciplinary Sanctions for Serious Misconduct

1. Breaches of conduct that, if they occur on school grounds, school buses, or school property or at any school-related function at any time, will result in the principal's recommendation for expulsion of middle and high school students:

- a. Possession of any kind of weapon. "Weapon" includes, but is not limited to, guns, blackjacks, brass knuckles, razors, box openers, knives with a blade over two inches long, or any other device or object that is possessed or used with the intention of inflicting bodily injury or death.
- b. Possession, sale, or distribution of alcoholic beverages, illegal drugs or narcotics, toxic substances, or drug paraphernalia.
- c. Unauthorized possession, use, or distribution of a controlled substance or medication.
- d. Threatening to inflict or inflicting any bodily harm, however slight, upon any school employee.

- e. "Ganging" or participating as a member of a gang in threats to inflict or the infliction of bodily harm, however slight, upon another person. A "gang" shall consist of two or more persons acting together. "Participation" may include any act that interferes with or hinders a staff member from stopping threats or the infliction of bodily injury that was taking place.
2. Principals are required to refer to the superintendent (or designee) any elementary school student who commits any of the offenses described in subsection C.1. At their discretion, principals may recommend middle school and high school students for expulsion for the following misconduct:
- a. Fighting;
 - b. Threatening to or inflicting bodily harm, however slight, upon another person;
 - c. **Use of any alcoholic beverage, illegal drug, or toxic substance, as evidenced by scent, actions, or admission, prior to coming onto school property at any time ;**
 - d. Other offenses that disrupt the educational process and operation of a school, such as stealing, obscene language or gestures, disobedience, unauthorized walkouts, blackmail, destruction of property, repeated offenses of any degree and other similar offenses; and
 - e. Conduct away from school that is detrimental to the best interest of the school.

D. Criminal Prosecution

Any student committing a breach of the Disciplinary Code that may also constitute a crime will, in addition to District disciplinary action, also be referred to appropriate law enforcement officials for possible criminal prosecution. No plea bargain or other type of agreement arising from such a referral, regardless of the assent of any District employee, will be binding on the Board.

E. Non-Students on School Grounds

Persons who are expelled or suspended and those who are not students shall not be allowed to come on school grounds or loiter around schools, to interfere with students and/or teachers, or to disturb the school in any way.

F. Corporal Punishment

Corporal punishment is not to be administered in District schools. This prohibition shall not be construed to prohibit:

1. Use of reasonable and necessary force to quell a disturbance or remove a student from the scene of a disturbance that threatens physical injury to persons or damage to property
2. Use of reasonable and necessary force to prevent a student from inflicting physical harm to himself.
3. Use of reasonable and necessary force for self-defense or the defense of others; or
4. Use of reasonable and necessary force to obtain possession of weapons or other dangerous objects or controlled substances or paraphernalia, which are upon the person of the student, or within his control.

Non-aggravated Assault

State law requires that student handbooks contain this notice.

Any student who commits a nonaggravated assault and battery on school grounds or at a school-sponsored event against any person affiliated with the school in an official capacity is guilty of the misdemeanor of assault and battery against school personnel and may be fined not more than \$1000.00, imprisoned for not more than one year, or both. Judicial, law enforcement, or corrections officials must notify the principal of any conviction of this crime, of the crime of assault and battery of a high and aggravated nature against a school official, and of other "violent crimes." Information concerning convictions of these crimes will be included in the student's permanent record. The student's teachers will be notified annually of conviction of these crimes. Any school official who reports a school-related crime in good faith is immune from criminal and civil liability arising from the report.

Student Dress and Appearance

Student dress and appearance are an important part of the school environment. Each student is expected to exercise good judgment. Student dress and grooming will be neat and clean.

1. Shoes or sandals will be worn. Flip-flops (shower-type shoes) are not permitted.
2. No bare midriff shirts or blouses will be permitted.
3. No tank tops, spaghetti strap tops, halter-tops or vests without shirts will be permitted. Shoulder straps have to be a minimum of 2 inches wide.
4. No see-through or mesh garments may be worn.

5. Hats, sunglasses, hair curlers, skullies, or “do-rags” and bandanas may not be worn.
6. No clothing or jewelry will be permitted that displays profanity, suggestive phrases, alcohol, tobacco, drug advertisements or other inappropriate phrases or symbols.
7. Shorts may be worn; however, they must be properly fitted and in good taste and may not be shorter than mid-thigh. Biker shorts or **athletic shorts of any kind** are not permitted. (Mid-thigh is usually below the fingertip with your arms extended down by your side.)
8. Clothing may not be worn without appropriate undergarments. Jackets may not be used to cover up inappropriate clothing.
9. Skirts should fit and be in good taste and not be shorter than mid-thigh.
10. **The wearing by males or females of clothes that expose inappropriate body parts or underclothing is not permitted. Trousers/slacks/shorts for males and females must be worn at waist level.** Males must tuck in shirttails. Because of safety reasons, excessively baggy trousers and clothing are not permitted.
11. Non-human colored-hair is not permitted.
12. Clothing may not drag on the floor.
13. Extraneous articles hanging from clothing, such as chains or other articles are considered inappropriate, and will not be permitted. “Do-rag” strings must not hang from necks, pockets, etc.
14. Facial jewelry may only be permitted to be worn in the ears.

Student Parking and Traffic Laws

Any student driving to school must have a current Southside High School parking tag. Parking tags cost \$10.00 and will be sold from August 30 through October 1. Any student wishing to purchase parking tags after October 1 must notify the parking lot coordinator before driving to school. Parking tags are to be placed on the vehicle’s rear view mirror. After parking tags have been issued, students will be assigned specifically numbered parking places. Any deviation from this assigned space will result in disciplinary action and possible suspension of driving privileges. Any student driving to school without a valid parking tag will be subject to fines and disciplinary action. The student parking lot will remain locked during the day. **No one is permitted to drive into the student parking lot to pick up or let out a student.**

Students are not to park in the circular drive, designated faculty parking lot or behind the school. Those students driving to and from Career Centers/FAC will have reserved spaces once their parking permits are purchased. Any violations will result in disciplinary actions, fines, and/or suspension of driving privileges. Parking tickets and fines will be issued as follows:

Illegally parked, or parking in an unassigned space:

- 1st Offense \$10.00
- 2nd Offense \$16.00
- 3rd Offense \$20.00
- 4th Offense - suspension of driving privileges

Failure to pay parking fines will result in student being placed on the indebtedness list. Student will not be able to participate in any extracurricular activities (sports, pageants, etc.) until debt is cleared.

The Administration of Southside High School reserves the right to suspend any parking privileges of any student it deems necessary. It is the student's responsibility to arrive at school on time. Students are expected to leave their cars as soon as they arrive on campus. No student is to remain in his or her car or standing around the cars after arriving at school. Students are not to return to their cars during the school day.

Southside High School is not responsible for theft or vandalism. Car doors should be locked. No money, valuables, CD's, etc. should be left visible.

Information for School Bus Riders

Parents: to ensure the continuing safety of all students who ride school buses, the School District of Greenville County has trained all bus drivers in the Assertive Discipline Program. This program is centered on bus riders, adherence to the rules of conduct expected of them and certain consequences that will ensue if these rules are not followed. Principals, bus supervisors, and drivers have formulated these rules and consequences and have communicated them to students.

Each bus rider is expected to:

1. follow the driver's directions
2. sit in the assigned seat
3. keep hands, arms, legs, and objects to him/herself
4. refrain from cursing, name calling, gestures, or loud talking
5. refrain from pushing

6. refrain from eating, drinking, chewing gum, or littering
7. abide by the school district's discipline code

If students violate these rules, certain consequences will follow:

1. 1st incident – driver warns student
2. 2nd incident- conference with driver on bus
3. 3rd incident - seating assignment changed
4. 4th incident – student referral to principal

Upon referral to the principal, the principal will follow these steps:

1. contact the parents
2. suspend the student from the bus 1-5 days
3. suspend the student from the bus 5-10 days
4. suspend the student from the bus 10-15 days
5. suspend the student from the bus permanently

For incidents that involve severe offenses, such as fighting, possession of weapons, possession of drugs, alcohol, smoking, actions which endanger the safety of the driver and other students, or damage to the bus, appropriate disciplinary action will be taken. Such action could involve a lengthier bus suspension or permanent suspension from the bus.

For smoking on the bus, South Carolina State Law mandates a two-week suspension from riding the bus for the first offense and permanent suspension for the second offense.

The bus supervisor and transportation officials have the authority to remove a student from the bus if the student becomes uncontrollable while on the bus. The student may not board the bus again until granted permission to do so by the principal.

If a student damages a school bus, an appropriate fee will be charged. The student responsible for the damage will be suspended from riding the bus until restitution has been made. The principal may set up a payment plan for students who are unable to pay the entire amount. Total restitution must be made or the bus privilege will be lost.

Appropriate action for handicapped students who violate bus rules will be taken by the principal and may involve other intervention as indicated by student's Individual Educational Plan (IEP) Committee.

Lockers and Locks

Locks and lockers will be issued at the beginning of the school year to students desiring lockers. The lockers and locks are property of the School District and will be periodically inspected. Only locks belonging to the school are to be used on lockers.

Any locker or lock not working properly should be reported to the appropriate administrator. Students are responsible for returning their locks with the same serial number or pay the replacement cost of \$5.50. The lockers are for students' convenience and we remind students that the lockers can be broken into and we cannot cover items taken. **The school will not assume responsibility for contents of the locker.** We recommend using lockers for books only.

Posters

The principal must approve displaying posters at or around the school building and grounds.

Phones

Student pay phones are available in the gym area and on the patio. Students are reminded to consider their fellow students and to **limit calls to three (3) minutes**. Students should not be tardy because they are using the telephone. Students will not be dismissed from class to use the telephone. Our office staff cannot adequately process telephone messages to students. Only emergency calls should be handled through the office. Calls to parents for early dismissals due to illness may be made by the nurse in the health room.

Textbooks

All basic textbooks are loaned to students for their use during the school year. Each student is charged with the responsibility for the books. Books should not be left on the walks, bus, or anywhere else. If a book is lost, stolen, or damaged, the student is held responsible and must pay for the book before another one can be issued. Payment for the lost books should be made to the teacher who issued the book or appropriate administrator.

Debts

All students are expected to be debt free. Students may not participate in extracurricular activities until all debts are paid.

Refunding of Money

Money for yearbooks, class dues, prom, etc. will not be refundable. Contracts are made with vendors in advance and the obligations met.

Class Dues

Class dues are as follows:

9th Grade-\$5.00	10th Grade-\$5.00
11th Grade-\$10.00	12th Grade-\$20.00

Change of Address and Phone Number

If you have a change in address or phone number during the school year, please inform the attendance office. All students need to have an emergency phone number on file. Forms will be handed out at the beginning of the year to obtain these numbers. These numbers are kept confidential.

Guidance Services**Counseling**

The Guidance Department provides every student with the opportunity for individual and group counseling throughout the school year.

Placement

All students will be provided with assistance for the best possible placement, both educational and vocational, and for the development of their strengths, aptitudes, and interests.

Schedule Changes and Procedures

Except for unquestionable errors, changes in schedule will not be made. A parent conference will be necessary before a student can drop a course.

Withdrawals and Transfers

Any student who finds it necessary to withdraw from school or transfer must notify the Guidance Office and secure a withdrawal form. This form must be completed before a student can be properly released. All debts must be paid and all books and locks returned. Permanent record information will not be sent to any school or agency until all these matters are cleared. A parent must contact the school to verify the student's withdrawal.

Transcripts

Students applying to post-high school educational institutions should see their guidance counselor for transcripts.

Grading and Report Cards

The School District of Greenville County has established the following numerical ranges representing each letter grade:

A = 93-100

B = 85-92

C = 77-84

D = 70-76

F = 63-69 (Partial Point Credit)

F = 62 or Below (No GPR Point Credit)

Students will receive four report cards during the year, one for each nine – weeks grading period. Semester grades are determined by counting each nine – weeks grade twice, and the exam once and dividing by five. Yearly grades (for full year courses) are determined by averaging the first and second semester grades.

Honor Rolls

Criteria for the Honor Roll: 3.00 GPA with no F's

Criteria for the Principal's Honor Roll: 4.00 GPA with no D's or F's

In an effort to recognize the excellent academic achievements of all Southside High School students, the Guidance Department will list the names of students qualifying for either the Principal's Honor Roll or the Honor Roll at the end of each grading period. These lists will be posted outside the Guidance Office.

Grading Scale

The School District of Greenville County changed its course grading scale effective school term 2000-2001 to comply with new statewide requirements. The new grading scale provides more consistency in grading across the state. This change is especially important for determining high school students' eligibility, based on grade point average, for college and scholarships, including a state **LIFE** Scholarship.

High school students will receive a numeric grade for each subject based on the new grading scale for the current year and subsequent years. The actual numeric grade will determine the quality point earned for each subject.

College preparatory and tech preparatory courses earn the base weight. Honors, dual credit college courses, and pre-IB classes earn a .5 quality point over the base, and Advanced Placement and IB classes earn an additional .5 over the honors/pre-IB dual credit category, which is one whole quality point above the base weight. A grade of 62 or below for any high school course will result in the earning of zero quality points. Students and parents need to choose

courses carefully. Students who withdraw from a course after 5 days on a 90-day course or 10 days in a 180-day course will receive a grade of F and 0 quality points. The F with its accompanying zero quality points will be included in the student's grade point ratio (GPR). If a student earns a D or F in a course, the course may be retaken no later than the next academic year. Both grades will be calculated into the student's GPR.

A student's GPR for grades earned through 1999-2000 will be based on the old GPR calculations. Grades earned 2000-2001 and thereafter will be calculated on the statewide grading scale. Any student with a GPR between 2.8 and 3.0 who is concerned about scholarship eligibility can request hand calculation of GPR from the school counselor at the end of seventh semester. If you have questions about the grading scale, contact the guidance office at 299-8445.

The standards of the S.C. Department of Education shall govern the granting of credit in cases of excessive absences.

If a student attempts a course twice or more for any reason, all attempts and grades shall be counted in calculating GPR and RIC; however, only one credit may be counted for a diploma.

Rank in class shall be calculated by placing students in order beginning with the students having the highest GPR and continuing until eligible students have been ranked shall calculate rank in class. Ties shall not be broken, but the number will be used. Example: John Doe 4.55-1 Mary Smith 4.54-2 Doris Brown 4.54-2 Tom Jones 4.53-4

Grade Point Ratio and Rank In Class shall become a part of the individual student's records and shall be treated in accordance with policy JR of The School District of Greenville County. GPR and RIC for an individual may be given only to the individual or a post secondary school designated in writing, such as colleges, and the like.

A listing of rankings of students shall not be made public in its entirety. Except for specified honor students such as valedictorian, salutatorian, and designated individual honor students, any listing of top 10%, top 50%, or other such special groups shall be listed in alphabetical order by name without regard for exact rank.

Each individual school shall determine valedictorian, salutatorian, and any other honor students. For the determination of valedictorian and salutatorian when grades are identical, the

student taking the most honor courses will be declared valedictorian provided that comparable grades are maintained in those courses. The same method will be used for the determination of salutatorian.

Graduation Requirements

Beginning with the class of 2001, a total of 24 units of work must be completed.

The units that must be earned for a South Carolina High School diploma are:

Language Arts (English) **4 units**

Mathematics **4 units**

US History **1 unit**

American Government $\frac{1}{2}$

Economics $\frac{1}{2}$

*Other Social Studies **1**

*Science **3**

Computer Science (including Keyboarding) **1**

Foreign Language or Occupational Education **1**

Physical Education/JROTC **1**

Electives **7**

TOTAL CARNEGIE UNITS 24

*Units earned beyond the required number will be counted as electives.

In addition, for a South Carolina High School diploma, you must pass the state exit exam.

Graduation Ceremony

Participation in the Graduation Exercise is a privilege and certain guidelines must be followed:

1. Students must have caps and gowns to participate.
2. Only those seniors receiving state diplomas or certificates are eligible to participate.
3. All practices are mandatory. If students do not attend practices, they cannot participate unless approved by the principal. Students must be on time for rehearsals.
4. All students who participate in the ceremony must order diploma covers.
5. All school rules and District discipline procedures are in effect at all practices and at graduation exercises.

6. Graduation is a dignified ceremony and dignified behavior is expected from students and guests. Detailed information will be given to seniors in the spring outlining appropriate dress and behavior.
7. Students must pass all parts of the South Carolina Exit Exam in order to receive a diploma from the State of South Carolina.

Examination Policy

District policy requires exams to be administered at the end of 1st semester and 2nd semester **for all courses**.

1. Examinations are considered an important part of educational program and will be used to provide a valuable learning experience.
2. Exams will be administered in all subjects once each semester.
3. Exams will be limited to two (2) per day and will be two hours in length.
4. The exam will count 20% of the total semester grade. The grade will be computed as follows: (2 x 1st 9 weeks grade) plus (2 x 2nd 9 weeks grade) plus (1 x Semester Exam grade). Add these five grades together and divide by five for the semester grade. The final grade for a year course = 1st semester grade + 2nd semester grade divided by 2.

Announcement Policy

All information to be communicated to students and staff members will appear in the form of an announcement sheet to be read by the teachers during 2nd period and on the school website.

Announcement sheets will be posted in classrooms. The Public Announcement (PA) system will be used sparingly to make emergency announcements.

Lunch Procedure

Students are reminded that we have a closed-campus policy and students are not allowed to leave campus for lunch.

During lunch, students are expected to remain in the lunchroom area and the patio area. Purchases may be made from the School Store. Students may eat only in the lunchroom or out on the patio. No food or drinks may be taken into the hallway or the commons area. The restrooms in the commons area are the only ones available during lunch. All other areas are off limits.

Students are expected to be considerate of fellow students waiting in line for their lunches. Line breaking or saving places in line is

not allowed. Students will leave all areas clean. Students who leave trays or trash will be disciplined.

***Lunch applications for free or reduced lunch will be available from homeroom teachers during the first ten (10) days of school. At any time during the year a lunch form may be obtained from the assistant principal .**

High School Meal Prices

	Breakfast/ Lunch
Paid Student	\$.60/ \$1.30
Reduced Student	\$.30/ \$.40
Adult	\$1.25/ \$2.40
Extra Milk:	\$.40

Donaldson Career Center and Fine Arts Center

Students may choose to attend the Career Center or the Fine Arts Center. These students must adhere to school rules and school district policy when in route to and from school or when in attendance at the Centers.

Transportation is provided based on need and demand. Bus riders are to board in the bus parking lot at 8:30 a.m. or 12:15 p.m. FAC/ DCC/GSCC students who return before class change are to report to the cafeteria until the period ends. Students who return in the afternoon are to report **immediately** to the cafeteria **until the 3:30 bell**.

Students may apply for permission to drive or ride to the Fine Arts and Career Centers at the respective centers. Drivers may receive permission to report directly to the Career Center or Fine Arts Center. Principals at both schools must grant this permission. Students who drive to a center in the afternoon may leave at 12:15. Students who drive are expected to report directly to the center or the school. **DCC and FAC students will not attend all assemblies and pep rallies. Attendance at assemblies will be left to the discretion of the administration at the Career Center, the Fine Arts Center, and Southside High School.**

Extra-curricular and Co-curricular Activities Eligibility

Interscholastic activities shall be defined as all school sponsored activities for which preparation occurs **outside** of the regular school day. Individuals or members of groups involved in activities which include out - of - school practice on more than one occasion weekly, shall meet eligibility requirements.

Examples of interscholastic activities which must meet non – athletic eligibility requirements are: Academic teams, Math teams, Academic Bowl teams, Scholastic Scoreboard, Band, Cheerleaders, Forensics, Debate team, Dramatic Competition, Model UN, All-State Chorus Audition, Declamation Contest, Athletics, Honor Societies, Scholastic Art Award, and ITV Artwork Contest.

The following regulations must be met:

1. Pass at least four academic courses, including each unit the student takes that is required for graduation, or
2. Pass a total of five courses.

Rules for Attendance at Games and Other After School Activities

1. All Southside fans are expected to treat visiting teams and officials as guests and to extend to them our every courtesy. Students are expected to behave according to school rules any time they are attending a school-sponsored activity.
2. The Southside staff and administration strive to ensure the safety and security of all students. We ask therefore that students be picked up promptly after the evening activities. Football games are generally over by 10:00. All students are expected to be off campus by 10:15. Basketball games are generally over by 9:45. All students are expected off campus by 10:00. Please speak to sponsors of any after-school or evening activity to get information on beginning and ending times for activities or field trips. We expect all students to be picked up within 15 minutes of the ending time of any activity or field trip.

Clubs and Organizations

The following clubs and organizations are available for students who wish to become involved and who meet the non-athletic eligibility requirements when necessary.

Academic Team, Band, Chess Club, Board Games Club, Spirit Club, French Club, German Club, Interact, JROTC Explorers, Mu Alpha Theta (Math), National Art Honor Society, National Forensics League (NFL), National Honor Society (NHS), Natural Helpers, Jazz Band, Spanish Club, and Tiger Ambassadors. Others may be offered with teacher sponsorship. Please check the SHS website for more information.

Open Forum during Non-instructional Hours

Southside High School will have a limited open forum during non-instructional hours. The hours allotted for such meetings will be 3:45 – 5:00 p.m. on Monday through Friday. A meeting cannot be held on a day during which the office is closed. No student may be tardy to class and no student may leave class early due to such meetings.

The school administration has the authority to maintain order and discipline on the school premises, to protect the well being of students and faculty, and to assure attendance of students at any meeting is voluntary.

No student group may meet without having completed an application, which includes the philosophy and objectives of the group. The principal maintains the responsibility for approval.

The following guidelines shall exist to govern student groups who wish to make use of limited open forum. These guidelines are in line with existing federal, state, and local laws and all policies and regulations directed by the Board of Trustees and our district administration. Further, these guidelines provide that Southside High School shall not deny equal access or a fair opportunity to, or discriminate against, any students who wish to conduct a meeting within that limited open forum on the basis of the religious, political, philosophical, or other content of the speech at such meetings.

1. The meeting must be voluntary and student initiated.
2. There is to be no sponsorship of the meeting by the school, the government, or its agents or employees.
3. Employees or agents of the school are present at religious meetings only in a nonparticipatory capacity.
4. The meeting cannot materially and substantially interfere with the orderly conduct of educational activities within the school.
5. Non-school persons may not direct, conduct, control, or regularly attend activities of student groups.
6. Each group must have an employee present at each meeting to monitor the meeting.
7. The responsibility for the meeting in its entirety rests with the students. The monitor is not responsible for the program. The monitor's responsibility is to oversee the meeting and insure that a safe, orderly and otherwise reasonable meeting takes place. The monitor has absolute authority with respect to maintaining order in the meeting.

8. No notice, posters, flyers, or other type advertisement may be posted anywhere in the school without administrative permission.
9. The groups may purchase ad space in the school newspaper as any other group or business. Should the newspaper staff choose to write an article on the group, the article could be in the newspaper, as could an article on any other facet of the school.
10. The groups may appear in the school yearbook, but not as a school club. The group may purchase a page (or any part of a page) to be included in the yearbook.
11. No policy or regulation developed at Southside High School shall be intended:
- (a) To influence the form or content of any prayer or other religious activity.
 - (b) To require any person to participate in prayer or other religious activity.
 - (c) To expend public funds beyond the incidental cost of providing space for student initiated meetings.
 - (d) To compel any school agent or employee to attend a school meeting if the content of the speech at the meeting is contrary to the beliefs of the agents or employee.
 - (e) To sanction meetings that are otherwise unlawful.
 - (f) To limit the rights of groups of students which are not of a specified numerical size.
 - (g) To abridge the constitutional rights of any person.

Athletics

The athletic program is a vital part of our school. It provides physical and mental training for participants, and recreational and social outlets for students, parents, and visitors. The program is supported entirely by gate receipts, making it important for everyone to assist in making our athletic contests desirable events to attend for both students and visitors.

Students interested in going out for athletic teams should check with coaches about six weeks before a particular sports season in order to begin practice on time and to establish eligibility. In general, a student must have a physical, a birth certificate, meet eligibility requirements, have insurance, and must not play on any team except the school team during the season of the sport for which he/she has been certified. **Auditing a class does not establish eligibility.**

Students cannot quit one sport to join another sport before the

season ends for the first sport. Also, if students are dismissed from one sport for disciplinary reasons, they may not join another sport before the season ends for the first sport.

A complete list of requirements for eligibility is available from the Athletic Director.

The following sports are provided (if funded):

- Cross Country (Boys & Girls).....middle through high school
- Soccer (Boys & Girls).....middle through high school
- Cheerleading.....9,10,11,12
- Varsity Football..... 10,11,12
- Junior Varsity Football.....8,9,10
- Varsity Basketball (Boys & Girls)..... middle through high
- Junior Varsity Basketball (Boys & Girls).....8,9
- Varsity Baseball.....10,11,12
- Varsity Tennis (Boys & Girls).....middle through high
- Varsity Track (Boys & Girls).....middle through high
- Varsity Golf.....middle through high
- Volleyball (Girls).....middle through high
- Varsity Softball (Girls).....middle through high

Athletic Insurance

All participants of high school athletic programs, including cheerleading, are required to purchase athletic insurance through the school. Because this policy is mandatory, it covers only injuries received during practice for or participating in a high school sport. If students have any questions, please see the Athletic Director. Students will not be allowed to try out, practice, or become a member of the team without this coverage. Refunds will not be given for any reason. The no refund policy also applies to physicals. This required policy should not be confused with the school time / 24 hour plan which is optional and covers all school time injuries including all athletic injuries **except football**. The school time /24 hour plan is optional.

The School District of Greenville County will provide insurance to its athletes through the plan endorsed by the South Carolina High School League. The plan was designed as a prudent way to insure the medical welfare of student athletes. The plan will also cover all athletes even if they are on the baseball and basketball teams as well as football. Cost of this policy which covers all participants in all South Carolina high school league sports is only \$24.00. The league and its insurance carrier require that each student athlete be covered with this policy.

The plan will be responsible for 80% of reasonable and customary charges left unpaid by the other primary insurance or health care plans. Please read carefully! If your child is covered by your health care plan at your place of employment, you should file any accident claim with that insurance company first, and file under this plan on a secondary basis. When you do this, the combination of the two plans should provide 100% benefit with no cost out of your pocket. This plan is specially designed to pick up the cost to cover any co-insurance or deductible left unpaid by your primary plan. Therefore, the result is a 100% plan. For example: Your child spends a day in the hospital. The charge for the room is \$250 per day. Because of co-insurance your health plan pays only \$200.00. This plan will pay up to \$218.00 per day on unpaid rooms costs, so the \$50.00 would be paid by this plan; other charges would be calculated the same way. There are no deductibles with this plan (The only exception may be if a doctor charges a highly outrageous fee beyond all reasonable and customary charges.) Please read carefully! If your child is not covered by any health insurance plan (which means he or she has no coverage whatsoever) then this plan will be a primary plan and will pay 80% of all reasonable and customary charges. For example: A \$250.00 room rate will be paid at 80% which means this plan will pay \$200.00 and you are responsible for the remaining \$50.00. A signature on an affidavit will be required stating that your child has no other coverage. This affidavit must be obtained before the claim will be processed. It should be sent in with the claim.

Division I Academic Eligibility Requirements

If you are first entering a Division I college on or after August 1, 1996, or thereafter, in order to be considered a “qualifier,” you are required to:

- Graduate from high school.
- Successfully complete a core curriculum of at least 13 academic courses, including at least four years in English, two in math, one year of algebra and one year of geometry (or one year of a higher-level math course for which geometry is a prerequisite), two in social science, two in natural or physical science (including at least one laboratory class, if offered by your high school) and one additional academic course (which may be taken from the already-mentioned categories, e.g., foreign language, computer science, philosophy).

- Have a grade-point average (based on a maximum of 4.000) and a combined score on the SAT verbal and math sections or a sum score on the ACT based on the qualifier index scale which may be viewed on the SHS website. A “partial qualifier” is eligible to practice with a team at its home facility and receive an athletics scholarship during his or her first year at a Division I school.

In order to be considered a “partial qualifier,” you have not met the requirements for a qualifier but you’re required to

- Graduate from high school.
- Present a grade-point (on a maximum of 4.00) and a combined score on the SAT verbal and math sections or a sum score on the ACT based on the partial qualifier index scale.

Division II Academic Eligibility Requirements

If you’re first entering a Division II college, in order to be considered a “qualifier,” you’re required to:

- Graduate from high school.
- * Have a GPA of 2.000(based on a maximum of 4.000) in a successfully completed core curriculum of at least 13 academic courses
- *Have a combined score on the SAT verbal and math sections of 820 or a sum score on the ACT.

A “partial qualifier” is eligible to practice with a team at its home facility and receive an athletic scholarship during his or her first year at a Division II school. In order to be considered a “partial qualifier,” you have not yet met the requirements for a qualifier, but you are required to graduate from high school and meet one of the following requirements:

- Specified minimum SAT or ACT score; or
- Successful completion of a required core curriculum consisting of a minimum grade-point average in the core curriculum.

Definition of a core class

To meet the core-course requirement, a “core course” is defined as a recognized academic course (as opposed to a vocational or personal services course) that offers fundamental instruction in a specific area of study. Courses taught below your high school’s

regular academic instructional level (e.g., remedial, special education or compensatory) can't be considered core courses regardless of the content of the courses. English - Core courses in English include instructional elements in grammar, vocabulary development, composition, literature, analytical reading or oral communication. Math - Core courses in mathematics include instructional elements in algebra, geometry, trigonometry, statistics or calculus. Social Science - Core courses in social sciences include instructional elements in history, social sciences, economics, geography, psychology, sociology, government, political science, or anthropology. Natural or Physical Science - (including at least one full unit of a laboratory class if offered by your high school). Core courses in natural or physical science include instructional elements in biology, chemistry, physics, environmental science, physical science or earth science. Additional Academic Courses – the remaining units of additional academic credit must be from courses in the above areas or foreign language, computer science, philosophy or non-doctrinal religion (e.g., comparative religion) courses.

Prom

The Southside High School prom is held during the spring of each year. Formal or semi-formal attire is required.

Juniors and seniors may purchase a ticket for themselves and a ticket for **one** guest. Any person who attends the prom must have a ticket. These tickets must be paid for during the fall of the year so that reservations and deposits can be made. There will be no refunds if a person later decides not to attend. The tickets and invitations to the prom, however, will be distributed shortly before prom. Announcements will be made about the deadline for purchasing tickets. After the deadline passes, no ticket will be sold. Tickets must be presented at the door in order to enter the prom. The ticket is valid for the prom only. Junior class officers will assist the sponsor in making decisions about the prom.

Junior and Senior students will vote on the theme and the colors for prom. Balloting for the king and queen of the prom will be held the night of the prom. No student with outstanding debts will be allowed to attend the prom.

Start planning now for a successful prom.

National Honor Society

1. National Honor Society (NHS) is an honorary organization dedicated to the achievement of the highest levels of scholarship, service, character, and leadership.
2. Members are chosen on the basis of scholarship, service, character, and leadership. Procedures for choosing NHS member:
 - A. During the summer of each year, the advisor will examine the permanent record cards of all juniors to determine eligibility. Those juniors with a 3.5 GPA or better (not rounded off) in academic subjects only will be considered. (Academic subjects include English, math, science, social studies, and foreign language. No electives such as journalism, art, music, business, or home economics will be counted.) Students must be enrolled in regular, advanced, or honors level classes.
 - B. The student's disciplinary record will be reviewed for approval. A student must have had no suspensions (in or out of school) or documented disciplinary problems that would reflect on his/her character (e.g. cheating or theft).
 - C. Those eligible students will then be invited to fill out an application giving their leadership and service background, which will be evaluated by the advisor according to a point system.
 - D. The list of eligible students will be submitted to a faculty council for approval. The five-member faculty council is appointed by the principal and may not include an administrator or advisor. (The advisor is a nonvoting member.) A student who receives four votes will be invited to join.
3. The members' grades, services, character, leadership, and attendance at meetings will be reevaluated each 9 weeks; those students who fail to maintain the club's standards will be put on probation and given 9 weeks to improve. If they do not do so, their names will be submitted to the Faculty Council for removal from the rolls. Students who do not earn the required 225 service hours by the announced date at the end of their senior year lose their privilege of wearing a stole at graduation and having a gold NHS seal affixed to their diplomas. Once a member is dismissed, he/she is never again eligible for membership.
4. A student may miss only 3 meetings during the year without a legitimate excuse submitted in writing to the advisor and approved. On the 4th unexcused absence the Faculty Council will recommend the student for dismissal. Regular meetings will be held on an announced day every other week.
5. Discipline problems may cause dismissal.

6. Dues are \$5.00 per year, payable by October 1 or upon admission.

Note. Only juniors and seniors are eligible for membership.

Tiger Ambassadors

Tiger Ambassadors serve as spokespersons for Southside High School. Each year there are approximately twelve students chosen to represent our school in the community. The ambassadors attend functions with the principal and other educators. They also serve as models of our school and our community. The selection of Tiger Ambassadors is based on academic achievement, positive involvement, potential leadership, and public speaking ability.

Selection criteria are as follows:

1. Grade 10, 11, or 12.
2. Grade point average of 3.0 or higher.
3. Regular school attendance.
4. Involvement in school activities.
5. Ability to speak to a group of people.
6. Knowledge of programs at Southside.

A student who wishes to become a Tiger Ambassador must complete an application and return it to the sponsor of the group.

The application must include three references from a teacher, counselor, media specialist, or administrator. If chosen as a finalist, the student will participate in an interview.

2003-2004 Student Council Association

Student Body Officers

President: Seirra Nance

Vice President: Shalini Bumb

Secretary: Dan Patel

Treasurer: Timna White

Senior Class Officers

President: Quad Blassengale

Vice President: Stacy Smith

Secretary: Katie Drake

Treasurer: Mandie Schick

Representatives: Jessica Lloyd, Ben McWhite, Brian White

Members at Large: Kirsten Coleman and Gale Thompson

Junior Class Officers

President: Frank Holleman

Vice president: Aaron Cheung

Secretary: Nikil Bumb

Treasurer: Hiren Rama

Representatives: Ashley Hailstock and Selim Nedhi

Sophomore Class Officers

President: Swandia Adams

Vice President: Brittany Cureton

Secretary: Shivani Patel

Treasurer: Shiven Patel

Representatives: Stephanie Hoo and Golsa Yazdy

Members at Large: Brenda Ibarra and Michael Youssef

Freshman Class Officers

** Will be determined in the Fall 2003 Elections**

Media Center

The Media Center provides a large collection of print and nonprint materials for use in doing research for your classes as well as for your enjoyment. Most materials can be checked out; however, those that cannot may be used in the Media Center. Materials may be checked out for varying amounts of time. Books from the regular collection are circulated for two weeks and may be renewed if no one else has requested them. Reference books and books that have been placed on reserve are checked out for overnight only. They may not be checked out until after school and must be returned before first period the next morning. Old issues of magazines and pamphlets are circulated for two weeks. Current magazines are not circulated. For students' convenience there is a photocopier in the Media Center. Students may make copies for 10

cents each. The copier features enlargement and reduction capabilities.

Media Center Computers

In order for a student to use a computer in the media center, he must present a valid media center pass with a specific assignment. In order to use the Internet, a student must have a School District of Greenville County Acceptable Use Policy Agreement on file. This form, which was developed and adopted by the Board of Trustees of The School District of Greenville County, is filed in the student's permanent record. By signing this form the student agrees that he/she will not do the following:

- *Send, display, or request offensive messages or pictures
- *Use obscene language
- *Harass, insult, or attack others
- *Damage computers, computer systems or computer networks
- *Violate copyright laws
- *Use others' passwords
- *Trespass in others' folders, work, or files
- *Intentionally waste limited resources
- *Employ the network for commercial purposes

If these rules are not obeyed, the student risks loss of access, additional disciplinary action at the school level, as well as involvement of law enforcement agencies when applicable. It is very important that the Internet is used appropriately. A student wishing to use this resource must have a pass from his/her teacher stating the educational purpose of usage.

***Internet "surfing" is not allowed.**

***E-mail is not allowed.**

Students must first check in at the Circulation Desk to insure that they have the proper permission on file. They will then be given a log in which to enter usage information. Failure to do this will result in loss of usage privileges.

Computers in the Media Center are networked for access to the card catalog, several databases on CD-ROM, and the Internet. The resources on-line include:

- *Magazine Article Summaries (MAS)- full-text articles from 125 magazines plus summaries from 400 others.
- SIRS – full-text magazines and newspaper articles on relevant social and scientific issues.
- *Discovering Authors- information about authors
- *SIRS Government Reporter- information on various

government agencies and documents

*World Book Information Finder- an electronic encyclopedia

*Discovering Science- information about scientific topics and people & Discovering U.S. History – information about United States history

*Discovering World History – information about the history of the world

*Granger’s Index to Poetry – full-text poetry as well as accompanying information

*South Carolina Occupational Information System (SCOIS) – COLLEGE AND CAREER INFORMATION

*Internet – on-line information transmitted via satellite about “millions” of topics

New printers that have capabilities of printing graphics have been installed on the network. **Students will be charged 15 cents per page to print materials.** These fees will be used to cover the operating costs of the printers. Fines are charged on material, which are not returned on time. They are as follows:

*Books and magazines – 10 cents a day

*Reference and Reserve Books – \$1.00 per day

Notices concerning overdue materials are sent to you in your English class. These materials need to be returned as soon as possible. Report cards are held for materials that are long overdue and for fines that have not been paid. Replacement costs are charged for lost items. There is a \$20.00 minimum charge for all hardcover books that are lost.

You may come to the Media Center at any time during the school day. Passes are required at all times. Passes must specify your reason for being in the Media Center. Passes may only be issued by teachers for work in their subject areas. You will be expected to work on the assignment listed on your pass. Failure to do so will mandate a return to class. Upon arrival in the Media Center, file your and sign the attendance register. **You may not leave the Media Center without permission after having signed in. You will not be allowed to go to lockers, to the bathroom, to the water fountain, to the telephone, or to the nurse except in an emergency. Bring all necessary materials with you and be prepared to work.**

Food and drinks are not allowed in the Media Center. Students who talk excessively or disturb others will be sent back to class. Usage privileges may be suspended or other disciplinary actions may be taken for misbehavior or failure to follow Media Center rules

Southside Alma Mater

Hail, Alma Mater,
Southside High School, Hail!
Long may you reign victorious,
Long your Honor shine.

Refrain

Hail, Alma Mater,
Laurels carried high;
Southside High School we praise thee
With heart and hand and voice!

As we tread our pathway,
Striving for our goal;
Let God's guiding hand be
Ever ours to hold.

Loyal to our colors,
Loyal to our creed;
Loyal to our dear Southside
Ever will we be.

Southside High School

Principal Paulette Payne...299-8442
Assistant Principal Jane Morgan ...299-8446
Assistant Principal_____...299-8444
Assistant Principal_____...299-8448
IB &IS Programs: Director Debbie Carrero...299-8480

AFJROTC Major Joseph Windley...299-8268
Athletics: Coach Lee Taylor...299-8261
Attendance Toni McAfee...299-8449
Bookkeeper Rosa Sullivan...299-8396
Cafeteria Manager Loretta Gladden...299-8400
Forensics...299-8452
Guidance Clerk Maxine Coates...299-8445
Guidance Counselor Belita Broadus...299-8460
Guidance Counselor Jan Janarella...299-8269
Guidance Counselor Linwood Floyd...299-8397
IB Clerk Sabrina Stone...299-8398
Plant Engineer Carl Reynolds...299-8458
PTSA President Harriet Cunningham...299-0079
Receptionist Carolyn Mills...299-8393
School Nurse Viki Walters...299- 8456
Urban League Clay Breazeale...236-1000
