

High School Alternative Program (HSAP)



Creating New Opportunities

The Power of Yet

Parent and Student Program Guide
2025-2026

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MISSION

High School Alternative Program of The School District of Greenville County will provide a short-term educational settings, that offers instructional programs to address the behavioral, academic, and social needs of our students.

DISCLAIMER

Neither this handbook nor any part of it should be interpreted as a contract itself. This handbook is not intended to be comprehensive and is advisory, serving only to guide the student and parent. The program reserves the right to make changes or exceptions to statements in this handbook. Final interpretation of all program rules is left up to the Administration.

BELIEFS

1. All students are capable of learning.
2. All students are individuals with unique needs.
3. Students have a desire to be successful.
4. Students deserve respect, acceptance and encouragement.
5. Students should be provided with a safe environment for learning.
6. Students need a curriculum that provides opportunities for academic and social development.
7. Education is the responsibility of the home, school, student, and community.

OBJECTIVES/GOALS

1. Assist students in developing skills necessary to be successful in a regular school setting.
2. Assist students in developing self-discipline and a sense of personal responsibility for their actions.
3. Assist students in improving academic skills.
4. Provide students with a safe and nurturing environment for learning.
5. Provide differentiated instruction with a standards-based curriculum that meets the needs of students.
6. Provide opportunities for students to develop a more positive self-concept.
7. Assist students in identifying barriers that inhibit their educational and social development.
8. Prepare students for life after high school.

PROGRAM DESCRIPTION

Established in 1996, the High School Alternative Program was created to provide short-term, structured intervention for at-risk students struggling in traditional academic environments. The program offers students an opportunity to continue their education in a setting designed to support their academic, behavioral, and social development.

Students are referred to the program by a School District Hearing Officer. Each student follows a personalized educational plan in a blended learning environment that incorporates online platforms such as Edgenuity, Virtual SC, and Google Classroom. Certified content teachers and instructional facilitators offer academic support throughout the program. Students attend from 8:30 A.M. to 3:00 P.M. and work in multi-age, multi-grade level classrooms with smaller class sizes that allow for individualized attention and support.

Successful completion of the program is determined by student performance. Once students meet their program requirements, they return to their home school on probationary status. The ultimate goal is for students to reintegrate into the traditional school setting or pursue other educational pathways, including Adult Education.

In addition to academic support, the program emphasizes personal accountability, self-discipline, and positive behavioral change. On-site counseling services provide both individual and group counseling, equipping students with essential life skills and helping them take responsibility for their actions. Staff members work as a cohesive team, maintaining consistent expectations and creating a supportive environment conducive to growth and success.

PROGRAM STAFF

Director of Alternative Programs Kathie Greer			
Coordinator	Leigh Anne Terry	864-355-3446	lterry@greenville.k12.sc.us
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Science Instructor	Serena Oldfield	864-608-6780	soldfield@greenville.k12.sc.us
Social Studies Instructor	Amanda Bentley	864-395-7971	acbentley@greenville.k12.sc.us
Social Studies Instructor	Charles Titus	864-417-5454	ctitus@greenville.k12.sc.us
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PARENT/TEACHER COMMUNICATION

Facilitators will contact parents weekly with updates on student progress. Parents are encouraged to

use the **Alternative Program webpage** and **Parent Backpack** to stay informed.

To schedule a conference, call **355-5182**. Facilitators or teachers may also request meetings as needed. Ongoing communication through parent meetings and phone calls is encouraged to support student success.

SCHOOL/OFFICE HOURS

The instructional day for students begins at 8:30 A.M. and ends at 3:00 P.M. STUDENTS MUST BE IN THE BUILDING PRIOR TO 8:30. (Oversleeping is not an excused tardy.) Someone will be available in the office to assist parents and/or students between the hours of 8:00 A.M. – 3:30 P.M. If special assistance is needed, please schedule a conference to meet with the appropriate personnel. Students may be dropped off as early as 7:45 AM; this is when the doors will be opened. (Doors are not opened prior to 7:45 AM) Breakfast and Lunch are provided to all students at no charge. If students wish to eat breakfast they should arrive prior to 8:15 am. Students will eat lunch with the class they are assigned. Students arriving after arrival times, parents are required to escort students into the building to sign their students into school late. Students should be picked up no later than 3:30 PM. If a student is not picked up by 3:30pm consistently, a parent conference will be required in an effort to correct this issue. Parents must contact the Main Office and submit written permission should their child request to ride with someone other than the designee assigned by the parent during the enrollment procedure. All students must use the designated area for drop off and pick-up.

Class Schedule

Home Room	8:30 AM -8:55 AM	Daily Goals/ Life Skills/TierWork
1st Period	9:00-9:45	class
2nd Period	9:50-10:35	class
3rd Period	10:40-11:25	Ripple Effects- Life Skills/ Lunch/ Tierwork
4th Period		
5th Period	11:30-12:15	class
6th Period	12:20-1:05	class
7th Period	1:10-1:55	class
8th Period	2:00- 2:45	class
	2:45- 3:00	Daily goals Checklist/Review

Testing

END-OF-COURSE EXAMINATION PROGRAM (EOCEP)

End of course exams are final exams for block/semester courses. These exams are administered in U.S. History; Algebra 1; Algebra 1, Part B; English 2; and Biology 1. EOCs count as twenty percent (20%) of the final average

ELEVENTH GRADE STATE TESTING

All students entering the eleventh grade for the first time in the school year 2025-2026 and subsequent years must be administered a WIN Career Ready assessment.

CURRICULUM/GRADING SYSTEM

The High School Alternative Program provides computer-based instruction provided by Edgenuity, Virtual SC, and Google Classroom. These platforms offer a standards-based digital curriculum in math, science, english, social studies, and electives. Mastery for each course is 60%. Students should complete a total combined minimum of 20 activities a day.

CURRICULUM REQUIREMENTS FOR A SC HIGH SCHOOL DIPLOMA

For a public school student to receive a South Carolina High School Diploma, the student complete a minimum of twenty-four units of credit as outlined below:

Subjects Units Required	
English/Language Arts	4
Mathematics	4
Science	3
U.S. History and Constitution	1
Economics	0.5
U.S. Government	0.5
Other social studies	1
Physical education or ROTC	1
Computer science (including keyboard)	1
Foreign language or Career and Technology Education	1
<i>Personal Finance</i>	0.5
<i>Electives</i> **starting with 23/24 Freshman- students not falling in this category will be required to take 7.0 elective courses	6.5
Total	24

CHROMEBOOK

Each school year every person who uses a Greenville County School District Chromebook must review the Acceptable Use Rule (Board Rule EFE). This rule is available on the GCS website at www.greenville.k12.sc.us/gcsd/depts/ets/policy/aup.asp

PERSONAL BELONGINGS

Backpacks, bookbags, purses, or any type of bag are not allowed within the school. Any items of value should be left at home. Items brought that are not permitted will be held and a scheduled parent conference will be required for return. 1st offense: parent conference 2nd offense: discipline 3rd offense until exit of program. Furthermore, students are encouraged not to bring excessive amounts of money to school. The program and the School District of Greenville County are not responsible for theft or loss of personal belongings. Students may not have food or drink during regular class periods. Feminine products are provided and not permitted to be brought to HSAP. **Each student will need a pair of wired headphones or wired earbuds.** One tube of chapstick or lip balm will be permitted. Any item brought that is not on the approved list will be confiscated.

Electronic Devices

For purpose of this policy, electronic devices are defined as telecommunications devices, including cell phones, smart watches, bluetooth devices such as wireless headphones, speakers that emit an audible signal, vibrate, display a message or otherwise summon or deliver a communication to the possessor. *No bluetooth compatible wired or wireless headphones.* **While enrolled in the High School Alternative Program (HSAP), no student may have in their possession, a cell phone, or any other electronic or electronic device. Violations will result in the device being confiscated by faculty or staff.** HSAP nor the district will be liable for any damage and/or loss to such items brought onto GCS property.

The principal or his/her designee may authorize a student to otherwise possess an electronic device if the student is an active member of an emergency service organization, and needs the electronic device for a legitimate reason, as determined by the principal. In such cases, the student must have prior written consent from the principal or his/her designee.

A person, who finds a student in possession or use of an electronic device in violation of this policy, must report the student to the school principal. **The principal or his/her designee must confiscate the device.** The device will be returned to the student's parent/legal guardian according to the terms set forth below. Confiscated cell phones must be returned to a parent/legal guardian prior to the end of the school year. A student who violates this policy regarding the use and possession of electronic devices is subject to discipline as follows:

First offense – The electronic device or mobile telephone will be confiscated. The electronic device or mobile telephone will be held until a conference is conducted with the parent/legal guardian. The parent/legal guardian must sign an agreement acknowledging their understanding of Board Policy JDCA and the penalties for subsequent violations. The student will receive a disciplinary warning.

Second offense – The electronic device or mobile telephone will be confiscated. The electronic device or mobile telephone will be held until a conference is conducted with the parent/legal guardian. The student will receive a disciplinary infraction of a 2-day suspension and a parent/guardian conference will be held and the student will be placed on HSAP probation.

Third and subsequent offenses – Confiscation of the electronic device or mobile telephone and after a conference with the parent/legal guardian, the electronic device or mobile telephone will be returned to the parent/legal guardian when the student exits the program. The student will receive a disciplinary infraction.

TOBACCO /VAPE PRODUCTS

Students are not permitted to use or possess any tobacco products while in school buildings, on school grounds, on school buses, or at any time that a student is under the direct administrative jurisdiction of the school or school officials. This includes vape/e-cigarettes, matches, and lighters. Disciplinary actions will be handled in accordance with the Behavior Code.

Student Searches (Summary of Policy JCAB)

The Board by this policy recognizes that both State law and the Fourth Amendment to the United States Constitution protect citizens, including students, from unreasonable searches and seizures. The Board accordingly directs all District personnel to conduct searches and seizures on District property or during District-sponsored events in accordance with applicable federal and State law. The Board's express intention for this policy is to enhance security in the schools, prevent students and other persons on school grounds from violating Board policies, school rules, and State and federal laws, and ensure that legitimate privacy interests and expectations are respected consistent with the need of the District to maintain a safe environment conducive to education.

As authorized by state law, District and school administrators and officials may conduct reasonable searches on District property of lockers, desks, vehicles, and personal belongings such as purses, book bags, wallets, and satchels, with or without probable cause, subject to the limitations and requirements of this policy.

Intervention Services

In addition to academics, HSAP places a strong emphasis on students' social and emotional development by providing behavioral intervention supports for all students. Every student participates in Life Skills instruction and Enrichment Experiences, which cover topics such as communication, anger management, conflict resolution, decision-making, and substance abuse prevention.

Upon enrollment, students are assigned a Tier level and must complete corresponding intervention assignments. Although Life Skills, Enrichment Experiences, Tier Work activities, Ripple Effects modules, and reflections are not graded or credit-bearing, they are essential components of the program and are required for a successful transition out of HSAP.

Life Skills instruction is delivered by program staff, Enrichment Experiences are facilitated by program staff with additional support provided through the Ripple Effects platform.

PARENT INVOLVEMENT

We will host Parent Programs throughout the year, and it is essential that parents attend. These events provide an opportunity to engage with teachers, connect with other parents, and interact with program staff who will share information on topics relevant to the families of our students.

Parent opportunities will be varied, with both in-person and online options available to maximize accessibility and encourage participation. **Parent attendance can also earn students bonus points as part of their participation incentives.**

VISITORS

Visitors are not allowed on campus unless permission has been granted from the office. Students are not to invite relatives or friends to school for class visits. Expelled or suspended students are not allowed on school grounds. All visitors must check in the main office.

ADDRESS/PHONE CHANGES

Any change of address or phone number during the year should be reported to the office.

MEDICATION

All medications shall be maintained in the main office. Proper forms from parents and physicians must be completed and on file. We cannot dispense any medication without parental and physician consent.

TRANSPORTATION/STUDENT PARKING

All families are responsible for arranging their students own transportation to and from school. If driving, students must park in their designated areas and enter the building immediately upon arrival. Loitering in the parking lot is strictly prohibited. The school and the Greenville County School District are not responsible for theft or vandalism to student vehicles or personal property. Students are strongly encouraged not to leave valuables in their cars.

Students must enter and exit the campus through the designated area and report directly to the Check-In area upon arrival. Loitering anywhere on campus before or after school is not permitted. All students must remain in the assigned drop-off and pick-up waiting areas until dismissed or transported.

Students using alternative transportation methods—such as walking, ride-sharing, carpooling, or public transportation—must have the appropriate documentation on file. Forms for these arrangements are available and must be completed in advance.

If a student's transportation to or from school changes from what was originally communicated during the enrollment conference, a parent or guardian must contact the office and submit written permission **before** the change occurs.

BREAKFAST/LUNCH PROGRAM

Breakfast is available to students at no cost. Lunch is provided at the Bonds location and will be charged based on each student's lunch account from their home school.

Candy and gum are considered food items and are not allowed on campus. Students may only use the vending machines during designated breakfast and lunch times. Students who arrive after 9:00 a.m. will have missed the opportunity to access vending during breakfast.

Outside food is not permitted. However, sealed drinks may be brought in if approved during check-in. Glass containers are strictly prohibited. Students are allowed to bring empty or sealed water bottles only.

Any unauthorized food or drink items brought to school will be disposed of upon entry.

HALL MOVEMENT

Students are not permitted to be in the hallways without adult supervision at any time. Any time a student needs to transition within the building, prior notification must be given to the receiving room or office. Staff members must be present in the hallway or at their classroom doors to ensure that transitions occur safely and appropriately. Students are expected to walk on the right side of the hallway during all transitions.

HSAP TRUST BEHAVIOR CONTRACT

To support students in meeting the expectations for a successful transition from HSAP, we closely monitor both academic and behavioral progress. If a student's progress becomes at risk due to disciplinary concerns, they may be found in violation of the Trust Contract. In such instances, a Trust Behavior Contract meeting will be scheduled with the student, parents, and staff to address the concerns and create a plan to guide the student back on a path toward success. The trust contract is an acknowledgement of expectations, commitment to conduct and participation and a commitment to growth.

Commitment to Conduct and Participation

As a participant in the High School Alternative Program, I agree to the following expectations:

- I will come to school each day on time and dressed appropriately, following the school dress code.
- I will treat staff and peers with respect, even when I may disagree.
- I will foster a culture of respectful discussion and constructive disagreement.
- I will remain calm and in control of my emotions.
- I will be productive during all instructional time and program activities.
- I will cooperate with staff directions and requests without resistance or defiance.
- I will complete all assigned academic tasks, Tier work, Ripple Effects lessons, reflections, Life Skills activities, and Enrichment Experiences as required.
- I will work toward understanding and considering the perspectives of others, even when they differ from my own.
- I will never express myself in a way that is intentionally hurtful, vulgar, or demeaning to others.
- I understand that violating this contract may result in a Trust Review and a meeting with program staff and my parent/guardian to discuss next steps and potential consequences.

Commitment to Growth

I understand that my success at HSAP and my ability to transition back to a traditional school environment depends on my choices and commitment to this agreement. I will take ownership of my behavior, learn from my mistakes, and strive to grow both academically and socially.

EXPECTATIONS FOR STUDENTS/EXIT REQUIREMENTS

Program exit requirements will be reviewed with parents and students during the enrollment conference. To be eligible for transition, students must demonstrate—over a sustained period—the ability to function both academically and socially within a traditional school setting.

While in the alternative setting, students are expected to remain engaged and work consistently throughout the school day. They must complete all assignments at a rigorous academic level, including Tier work, Ripple Effects modules and reflections, and active participation in Life Skills and Enrichment Experiences.

Students who are unable to stay awake during the school day may prolong their time in the program, as they miss valuable instructional time and fall behind academically by choosing not to participate fully.

To support student success, our staff will maintain regular communication by contacting parents weekly to provide updates on progress and to address any questions or concerns.

EARLY DISMISSALS

Students needing to leave early must bring a written note stating the reason and a phone number where a parent or guardian can be reached. **Early dismissals should be limited to medical or legal appointments.**

Dismissals will **not** be approved by phone. A parent or guardian must **come into the school to sign the student out**, and all early dismissals should occur **before 2:00 P.M.**

While parent notes will be accepted, each early dismissal will be recorded as **excused or unexcused** based on the reason provided.

TARDINESS TO SCHOOL

Students are expected to arrive at school and be in their classroom by 8:30 A.M. Please plan for traffic delays and leave a little early. Students will receive two free tardies of 15 minutes or less per semester. Thereafter, a parent conference will be required in an effort to correct this issue. Excessive tardies will be addressed and may require an attendance intervention to implement an improvement plan and inform parents/students of possible consequences for continued truancy.

ATTENDANCE REGULATIONS

Students who do not attend class will be considered skipping class and will receive disciplinary action which could extend your time at HSAP. School is compulsory between the ages of six and seventeen, by state statute. The maximum age for public school attendance is 21. However, a student who reaches his twenty-first birthday while enrolled as a high school senior and is a candidate for graduation may remain to complete that school year.

Absences in High School are accrued per course. Note: Classes missed during early dismissals count toward the maximum number of allowable absences in any one class.

Procedures for Makeup Work

1. Provision for make-up of school work missed during excused absences shall be worked out with the teacher(s) concerned at the earliest time possible but should not exceed five (5) school days after

the student returns to school.

2. Make up of school work missed during unexcused absences may be approved only with permission of the principal after consultation with the teacher(s) concerned.

Intervention

1. Facilitators shall make daily contact (phone, letter, or e-mails) with the parent(s)/guardian(s) of students who are absent.
2. After a student has accumulated three (3) consecutive or a total of five (5) unexcused absences, the attendance clerk will submit an attendance printout and dates of contact to the intervention team coordinator. The intervention team shall:
 - a. Hold a conference with the student and the parent(s) or guardian(s).
 - b. Identify reasons for the student's unlawful absences.
 - c. Develop a plan in conjunction with the student and the parent(s)/guardian(s) to improve attendance.
 - d. Apprise the parent(s)/guardian(s) of the South Carolina Compulsory Attendance Law.
 - e. Document the conference by having all appropriate conferees sign and date a Student Attendance Intervention Plan Form in the spaces provided.
3. Upon the seventh consecutive or eighth accumulated unexcused absence, the attendance clerk or the intervention team coordinator shall send an Attendance Referral to an attendance supervisor with the following information:
 - a. List of courses and grades currently enrolled in.
 - b. A summarized copy of the student's attendance is signed and dated by the Principal.
 - c. Written excuses for absences.
 - d. Copy of current discipline record.
 - e. A completed Student Attendance Intervention Plan Form.
4. Upon receipt of a referral, the attendance supervisor shall immediately intervene to improve the student's attendance. Intervention shall include but not to be limited to:
 - a. Convene a conference with the parent(s)/guardian(s) and the student.
 - b. Review the plan for improving attendance developed by the parent(s)/guardian(s), student, and intervention team, and make adjustments as necessary.
 - c. Follow-up on recommendations made by the intervention team.
 - d. Review with the parent(s)/guardian(s) the South Carolina Compulsory School Attendance Law and give the parent(s)/guardian(s) a copy of the law.
 - e. Inform the parent(s)/guardian(s) and student that any additional unexcused absence will result in referral to the appropriate agency.
 - f. Document the conference by having the parent(s)/guardian(s) and student sign and date the Student Attendance Intervention Plan Form. Include your written findings on recommendations made by the intervention team.
5. Continuing contact, as needed, will be maintained between the referring school and the attendance supervisor.

Please note that the Dress Code is extremely important because it deals with Compliance and Decision making which are key elements in helping staff determine when a student is ready to transition back to a regular school setting.

In complying with the above, the following guidelines are additions to the Alternative Program and include but are not limited to:

1. Students will wear **collared shirts** all students must fasten all buttons except at the neck.
 - a. Shirts must cover the stomach and back.
 - b. Jerseys of any type are not permitted
 - c. **No Hoodie is allowed in the program.**
 - d. Crew neck or V-neck sweatshirts can be worn over a collared shirt.
 - e. Jackets without hoods may be kept on.
2. Shirts must be tucked in; students are required to wear belts, and they must be buckled.
 - a. Any pants that are sagging or dragging will be cinched up so as not to reveal undergarments
3. Students must wear dress pants **with belt loops** (i.e. khaki pants, black pants, etc)
 - a. No blue jeans or camo pants may be worn.
 - b. Jeans or Pants that have a shredded look or holes exposing skin are not permitted.
 - c. Leggings or Jeggings are not considered pants and should not be worn as such.
 - d. No shorts may be worn
4. Students are not permitted to wear multiple layers of clothing (i.e. gym shorts under pants, socks, etc)
5. All shoes must have a permanent heel strap
 - a. Crocs, Slides, flip-flops, shower, or bedroom shoes are prohibited.
6. Accessories such as jewelry, chains, grilles, bracelets, and gloves are prohibited and should not be worn.
7. Piercings are allowed as long as they do not become a distraction in class.
8. No headbands or other hair accessories such as hats, head coverings, bonnets, brushes, picks, combs, scrunchies, sponges, etc are not allowed.
 - a. **1** Ponytail twist is permitted to pull your hair up.
9. No aerosol cans of any type are allowed.
10. Blankets are not permitted.
11. Students are only permitted to bring a small amount of \$/card for vending, 1 chapstick (stick) and non blue tooth compatible wired headphones.

The administration will make the final judgment on the appropriateness of clothing and/or appearance and reserves the right to prohibit students from wearing any articles of clothing or other items that lead to or may foreseeably result in the disruption of or interference with the school environment. Face, arms, and hands must be visible at all times.

In the event the administration determines a student's dress is inappropriate for school in accordance with this policy, the administration either will require the student to change or will inform the student not to wear the garment to school again. Repeated violations of the dress code will be treated as disruptive behavior in violation of the District's Behavior Code

STUDENTS WHO DO NOT MEET THE DRESS CODE, WILL PROLONG THEIR TIME AT HSAP