

**GREENVILLE HIGH SCHOOL
ACADEMY OF
LAW, FINANCE, AND BUSINESS**

**RED RAIDERS
2017-2018**

**PRINCIPAL
Jason Warren**

**Assistant Principals:
Kelly Sanderson
James Sharpless
L'Adair Sterling
Jacob Tuttle**

This agenda belongs to:

NAME _____

ADDRESS _____

CITY/TOWN _____ ZIP CODE _____

PHONE _____

STUDENT NO. _____



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ALMA MATER

*There is a school we love in Dixie Land;
'Tis Greenville High, for which we take our stand.
There we are taught to fill in life a place;
There learn to do, to dare, to run the race.*

*Trueness and purity our colors show,
Red as the crimson and white as the snow.
Loyal to our motto may we e'er be;
Only through truth shall we be free.*

*Though we may wander far, whate'er our lot,
We'll ever keep the sweet lessons you've taught.
Our hearts will turn to thee in tenderness,
And pray God bless you, dear old GHS.*

TELEPHONE NUMBERS

Superintendent for Greenville County Schools 355-3100

GREENVILLE SENIOR HIGH SCHOOL

TELEPHONE NUMBERS

Main Office: (864) 355-5500

FAX: (864) 355-5492

Principal's Secretary – Gretch	355-5511
Athletic Director – Scolamiero	355-5512
Assistant Principal – Sterling (12 th)	355-5544
Assistant Principal – Sanderson (11 th)	355-5514
Assistant Principal – Sharpless (10 th)	355-5516
Assistant Principal – Tuttle (9 th)	355-5517
Magnet Coordinator – Rowan	355-5518
Attendance – Greer	355-5501
Band – Waters	355-5577
Business Education – Kennedy	355-5553
Cafeteria - Tinsley	355-5508

English - Stokes	355-5478
ESOL - Zavodnik	355-5579
Fine Arts - Waters	355-5577
Foreign Language - Catherman	355-5568
Guidance Counselor –9 th Grade	355-5515
Counselor –10 th Grade	355-5522
Counselor –11 th Grade	355-5397
Counselor –12 th Grade	355-5519
Director of Counseling	355-5521
Registrar – Phelps	355-5504
Health Room	355-5507
Library – Allen	355-5523
Math - Haynes	355-5559
NJROTC - Kennington	355-5526
Plant Engineer - Kernodle	355-5509
Resource Officer - Fiedler	355-5591
School Store	355-5475
Science - Slagle	355-5529
Social Studies - Bouton	355-5532
Special Education - Leach	355-5547
Yearbook - Anderson	355-5528

2017 – 2018 CALENDAR

August 2017

22 All students report on regular schedule

September 2017

4 Labor Day (holiday)

5 –29 MAP testing

21 Interim Progress Reports issued

October 2017

11 PSAT – 10th graders and selected 11th graders

19-20 Teacher Workdays (students not in attendance)

26 End of 1st quarter grading & attendance period

November 2017

6 Report cards issued

22 – 24 Thanksgiving Break (holidays)

29 Interim Progress Reports issued

December 2017

20 Half Day

21–30 Winter Break (holidays)

January 2018

01-02 Winter Break
10-12,16 Exams (full days)
15 Martin Luther King, Jr. Birthday Observed (holiday)
16 End of 2nd quarter grading & attendance period
23 Report Cards issued

February 2018

16 Teacher workday (no students)
19 President's Day (Holiday)
20 Interim Progress Reports issued

March 2018

TBD Act WorkKeys (gr. 11)
TBD The ACT (gr.11)
19 Makeup Day #1
23 End of 3rd quarter grading & attendance period
29 Report Cards issued
30 Makeup Day #2

April 2018

2-6 Spring Break
27 Makeup day #3

May 2018

TBD AP Testing
3 Interim Progress Reports issued
9-25 State End-of-Course Testing
28 Memorial Day Holiday

June 2018

1-6 Exams
4-6 High School Graduations
6 End of 4th quarter grading & attendance period
6 Last Day for Students
8 Report Cards issued

Dear Students and Parents,

The commitment that you make is evidenced by the academic success that is pervasive on our campus. Your continued involvement in all areas of school life will further enhance the programs and activities that contribute to the proud tradition of Greenville Senior High School.

Have a great year.

Jason Warren, Principal

GREENVILLE HIGH SCHOOL HONOR CODE

An honor code is essential to Greenville High School so that students, faculty, and administrators are able to work together in an atmosphere of mutual trust. A personal code of honor promotes self-esteem for students and growth in their trust in themselves and others. The purpose of the Honor Code is to guarantee a system under which students can trust, help others, and understand what is expected of them.

As a student at Greenville High School, I accept that it is my responsibility to uphold and improve the example set by previous classes. I understand that my actions reflect not only my character, but also my school. Therefore, I will:

- Strive to achieve excellence
- Support and take pride in all areas of my school
- Be honest in my actions and words
- Lead my fellow classmates by responsible example with a mature and positive attitude

I will not lie to a faculty member, cheat, or steal.

Lying includes:

- Making any statement one knows is untrue or false
- Signing an Honor Pledge when one knows he/she should not
- Forging a signature

Cheating includes:

- Copying someone else's class work, homework, quizzes, other grade work or tests (or knowingly giving one's own work to someone else)
- Looking on someone else's paper or test
- Plagiarizing
- Using unauthorized testing aids
- Asking, receiving or telling information about the contents of a test
- Submitting work that is not your own

Stealing includes:

- Taking or borrowing something without the consent of the owner
- Removing school property
- Failing to follow proper check out procedures in the cafeteria, media center, school store, etc.

CONSEQUENCES:

- Homework – The student will receive a zero for the grade.
- Quizzes or Other Graded Assignments – The student will receive a zero for the grade. Detention will be assigned.

- **Test/Exam** – A referral to the administration. The student will receive a zero for the grade. Detention will be assigned.

RECOMMENDATIONS:

- All teachers are **REQUIRED** to take action.
- Every test given will include the following statement:
 “My signature below indicates that I have neither given
 nor received help on this assignment.”
- Students who feel they have been wrongly accused may submit their case in writing on a form obtained from an administrator.

CHARACTER EDUCATION STATEMENT

The Greenville High School staff, through various activities, projects and programs, strives to build student character and self-esteem. It is our belief that when positive character traits are established and reinforced during a child's adolescent years, the child is likely to display characteristics of good citizenship as an adult member of society.

Please Note: Not all rules and regulations can be specifically stated in this handbook.

ATTENDANCE

Credit will be denied to students who miss more than 10 unlawful days of a one-unit course or 5 unlawful days of a half-unit course. Students exceeding these absences may need to attend Seat Time Recovery in order to make up days missed. A cost is required to attend Seat Time Recovery. (Contact Ms. Sanderson with any questions about this program.)

NOTES FOR ABSENCES

When a student returns to school, a note from a parent/guardian, courts, or doctor must be presented to the Attendance Clerk within 2 days of an absence.

COLLEGE VISITS

A letter from the parent requesting a college day must be **approved** by the Principal or designee 24 hours in advance. A letter from the college verifying the visit must be on the **official** college letterhead and must be brought back and approved by the Principal within 2 days after the visit. **Brochures from the college are not accepted.** Only 2 college days are permitted each school year for Juniors and Seniors. The Attendance Clerk will keep records of these visits on file.

MAKE-UP WORK

Students must make arrangements with his/her teachers immediately upon return to school to make up work from an excused absence. Make-up work should be completed at the convenience of the teacher.

VISITORS

Parents are welcome to visit their child's class. We require 24 hour's notice to notify teachers. An administrator will meet with the parent on their arrival.

REQUEST FOR ASSIGNMENTS

When a student has an unexpected absence of 2 or more days, parents may request assignments from the teachers. Twenty-four hour notice is required. Students should get assignments from their teachers in advance for prearranged absences.

CLASS/SCHOOL CUTS

Students who are absent from school or class without parental or school consent will be considered truant. Students who are absent without parental knowledge or for unacceptable reasons will be subject to appropriate disciplinary action, and their parents may be referred to family court.

LEAVING CAMPUS WITHOUT PERMISSION

Students are reminded that the District has a closed-campus policy and students are not permitted to leave campus for lunch. **Any student who leaves school without proper authorization - even with the parents' knowledge - will be considered truant.**

DAILY EARLY DISMISSALS

In order for a student to be dismissed early, a written request must be presented to the Attendance Office before 8:40 am. The request should include the student's name, reason for dismissal, dismissal date, **phone number where a parent/guardian can be reached**, and signature of parent. If the student's early dismissal is not verified by telephone, the student will not be dismissed.

In emergency situations only, the parent may personally come to the main office to sign the student out, and the dismissal will be granted.

The Attendance Clerk/main office personnel must sign the early dismissal slips when the student returns to school and before they are taken to the teachers.

Absences due to early dismissals count against a student's attendance record, and repeated early dismissals may cause a loss of credit in classes.

No early dismissals will be allowed after 3:00 pm.

TARDY TO SCHOOL/CLASS

In order to uphold the integrity of instructional time, students are expected to be in class and prepared to begin work when the tardy bell rings. Failure to do so will result in consequences as defined in the Code of Conduct, which will be given to students and explained at the beginning of the year. The Code of Conduct can be found on our website. Parent notes are not excused notes. Students more than 5 minutes late to class will be considered cutting class. Students must be present at least half of their 1st period class to be considered present.

PASSES

In order to uphold the educational integrity of GHS we require students to be in class and on time. Students are not permitted in the halls during class periods unless they are accompanied by a teacher or have a hall pass from a teacher – **a pass signed by a teacher is the only permissible pass**. Students in the halls without proper authorization will be subject to discipline.

PERFECT ATTENDANCE

In order to qualify for 12-Year Perfect Attendance recognition from the South Carolina State Department of Education, a student must not have accumulated any absences—excused or unexcused—since being enrolled in a public school as a first-grade student.

A student cannot have had any type of absence, including bereavement, medical, court order, etc., during the 12 years of public school attendance. The only exception to this would be a school sponsored Field Trip and/or a College Visit, both of which would be coordinated through the school with prior approval from appropriate school Administration.

The definition of an absence at a Greenville County High School is missing any singular class period a student is enrolled in, or multiple class periods a student is enrolled in, during a school day. Absence in any part of the school day for a minimum of one class period, even if the student was present for other portions of that same school day, by definition excludes a student from being determined to have Perfect Attendance.

PARENT PORTAL

Parents must bring a photo ID to guidance to obtain your username and password letter. Information to be found on the portal includes your student's grades, attendance and contact information. Any changes in address must be accompanied by an approved proof of the new address.

PARKING REGULATIONS

The student parking lot is for the use of Greenville Senior High students who have registered their vehicles. The cost of registration is \$35 per vehicle. A numbered registration decal will be provided and should be placed on **the lower left corner of the driver's side windshield**. Violation of any parking regulation will result in fines, referrals, or the suspension of parking privileges. **(Towing will be charged to the student.) The cost to replace a parking decal is \$25.** In addition, administration may require additional certifications or program completion to receive a parking permit.

STUDENT RESPONSIBILITY FOR ITEMS IN AUTOMOBILES

Students are responsible for all items found in automobiles that they drive onto school district property. Confiscation of illegal drugs, unauthorized medications, alcohol, and weapons (including but not limited to knives and guns), whether in plain sight or discovered as the result of a search by school or law enforcement officials, will result in a recommendation for expulsion of the student.

BUS REGULATIONS

The bus driver is in charge of the bus and students while they are on the bus. All students are expected to listen, to obey, and to comply with instructions from the driver. **Riding the school bus is a privilege.** Violations of the rules will result in suspension from the bus. The district-wide regulations are:

- Be at the bus stop on time.
- Be seated while the bus is moving.
- Do not throw things or lean out of window.
- No smoking, drinking, eating, or profanity.
- Do not be so loud as to distract the driver.
- Do not talk to the driver while bus is moving.
- Do not switch buses without permission.
- No radios or music players.
- Sit in assigned seat.
- Students will reimburse the School District of Greenville County for any vandalism.

DISCIPLINE

Discipline policies included in this publication are based on information at the time of printing. District discipline policies are outlined in Parent Express, the Greenville County Schools parent newsletter, which will be mailed in early August.

The Code emphasizes that **students shall conduct themselves in a manner that will not be contrary to the best interest of the school.** Conduct of students which results in a disruption of the teaching/learning process or involves substantial disorder or invasion of the rights of others shall be a basis for suspension or expulsion. **Extra-curricular activities and field trips are privileges for our students. Any student who has an extensive discipline record may be restricted from these activities for the semester.**

The success of school discipline depends upon a collaborative effort among home, school, and community. It is expected that all teachers and administrators will faithfully enforce the code of conduct and abide by its intent and spirit, and that parents will support the efforts of the school to provide a safe learning environment. Students with numerous referrals will be placed on disciplinary probation and recommended for expulsion. It is the responsibility of any student in Greenville County to be aware of the code of conduct for the district. A complete listing of the behavior code can be found on the GCSD webpage under the School Board link: **District's Discipline Code:** www.greenville.k12.sc.us

There are many discipline issues that will result in immediate referrals. Examples of these types of offenses are fighting, profanity and outright disrespect. This is by no means an exhaustive list, but is meant to make sure parents realize that many offenses will not be appropriate for warnings, detentions or Saturday School and will require an immediate referral. The administration will determine the appropriate consequence when a student makes a poor choice. The District's Discipline Code does give examples of categories of offenses and categories of consequences for general guidelines. If at any time a teacher feels that class cannot continue with a particular student in the classroom, the teacher will have that student removed. If a student is removed from class, they will receive a referral and be assigned at least one day of ISS or OSS.

Some offenses are so serious that school officials must recommend students for expulsion when violations occur. The following is a list of these offenses (Level III in Board Policy JCDA)

Bomb threat, possession, use or transfer of weapons - a weapon is defined as a firearm (rifle, shotgun, pistol or similar device that propels a projectile through the energy of an explosive); a knife, razor, bludgeon, blackjack, metal pipe or pole, brass knuckles (to include multi-finger rings); incendiary or explosive device; or any other type of device or object which may be used to inflict bodily injury or death. Sexual offenses (which include sexual acts that do not result in a criminal offense), arson; distribution, sale, purchase, manufacture, use, being under the influence of, or unlawful possession of alcohol or a controlled substance, as defined in S.C. Code Ann. §§ 44-53-110 through 44-53-270.

Threatening to take the life of or inflict bodily harm upon a school employee or member of their immediate family;

"Ganging," unauthorized access, use, or attempted access or use of District computer systems

OFF CAMPUS BEHAVIOR

Administrators at GHS will take appropriate action when information becomes available about student misconduct away from school grounds or school activities that may have a direct and detrimental effect on or seriously threaten the discipline, educational environment, safety or general welfare of students.

SCHOOL DISRUPTION (SC STATE LAW 16-17-420)

It shall be unlawful: For a person to willfully or unnecessarily loiter on campus, disturb, or interfere with the personnel or students of any school in the state of South Carolina. Anyone in violation of any of the provisions of this section shall be guilty of a misdemeanor and if convicted shall pay a \$2,000 fine or be imprisoned in the county jail for not less than 30 days and not more than 90 days.

TOBACCO/NICOTINE PRODUCTS

Students are not permitted to possess or use tobacco/nicotine products while in school buildings, on school grounds, on school buses, or at any other time that the student is under the direct administrative jurisdiction of the school.

UNLAWFUL ITEMS

Any student **using, possessing, selling, or under the influence of drugs or alcohol on school grounds or at a school function** will be recommended for expulsion. It is **unlawful for anyone** except law enforcement officers to possess, on school property or at a school function, guns, knives, metal pipe or pole, blackjack, or any other type of weapon, device, or object which may be used to inflict bodily injury or death.

VALUABLES

Students are not to bring valuable items or large sums of money to school. The school cannot be held responsible for items brought to school that are lost or stolen

DRESS CODE

The primary objective of The School District of Greenville County is to provide a world-class instructional program and learning opportunity for every student. The personal appearance of every student is an important component of establishing a safe environment for optimal learning and respect for one another.

Students are expected to dress in an appropriate manner while on school district property or representing the school. Personal appearance shall be such that it does not disrupt student work or school order, distract other students, or violate health and safety guidelines.

The following minimum standards apply throughout The School District of Greenville County and will be vigorously enforced. Principals may make additions to these standards.

- Clothing and/or hair should not be so extreme or inappropriate to the school setting as to disrupt the education process. Therefore, clothing deemed distracting, revealing, overly suggestive or otherwise disruptive will not be permitted.
- Wearing accessories or clothing that could pose a safety threat to oneself or others is not allowed – this includes eye, facial, tongue and lip jewelry
- Student dress and grooming must be neat and clean.
- At no time should the student's midriff be visible while standing, sitting, or participating in normal school activities (e.g., raising hand).
- Clothing that inappropriately exposes body parts is not permitted, including: low-cut shirts, tank tops, halter tops, and vests or see-through or mesh garments worn without shirts. Bra straps and bra sides must not be visible.
- Students shall not dress in such a way that partially or totally exposes underclothing.
- Trousers/slacks/shorts must be worn at waist level. Excessively baggy trousers and clothing are not permitted. Clothing may not drag the floor.
- Skirts should fit and be in good taste and be no shorter than 4 inches above the knee.
- Leggings, yoga pants, and jeggings are not permitted unless the dress or shirt being worn over them is no higher than 4 inches above the knee.
- Students may not wear pants that have holes that expose skin above the knee.
- Shorts may be worn; however, they must be properly fitted and in good taste and may not be shorter than 4 inches above top of knee.
- Pajamas and slippers may not be worn.
- Hats, sunglasses, hair curlers, skullies, or do-rags may not be worn.
- Proper shoes must be worn at all times.
- Clothing or jewelry that displays profanity, suggestive phrases, alcohol, tobacco/nicotine, drug advertisements, or other inappropriate phrases or symbols is not permitted.
- Extraneous articles hanging from clothing, such as chains, are not permitted.

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 result in the disruption of or interference with the school environment.

REPORTING BULLYING, DISCRIMINATION, HARASSMENT AND INTIMIDATION

The District is committed to fostering an environment that both promotes learning and prevents disruptions in the educational process. Accordingly, the District prohibits all forms of bullying, discrimination, harassment, or intimidation. As provided in Board Policy and Administrative Rule JCDA, students and parents may file a report of bullying, discrimination, harassment or intimidation by other students, employees of the District, or third parties involved in the school setting.

All reports should be filed with the principal or his or her designee. Reports may also be filed by a student's parent. If the allegation is against the school's administration, the student or parent should file a report directly with the District's Parent Resource Representative. (See Policy JA for contact information). Anonymous reports may be made, but those reports must provide the District with adequate information in order to begin an investigation.

Investigations and Consequences

All reports will be investigated promptly, thoroughly, and confidentially. The investigation shall include appropriate steps to determine what occurred and to take actions reasonably calculated to end the harassment, intimidation or bullying, and prevent such misconduct from occurring again. The student and his/her parent shall be informed of the results of the investigation and shall be advised how to report any subsequent problems. However, any discipline of students or staff shall remain confidential.

If the investigation determines that inappropriate conduct has occurred, the administration shall take reasonable, timely, age-appropriate, and effective corrective action. Examples of corrective actions include, but are not limited to, disciplinary action against the aggressor, up to and including termination of an employee or expulsion of a student.

The District prohibits retaliation or reprisal in any form against a student or employee who has filed a report. The District also prohibits any person from falsely accusing another person.

Appeals

Notification of the outcome of the investigation will be issued in writing to the complainant and the complainant will be informed of the right to appeal. An appeal related to disability discrimination or harassment should be made to the District's 504 Coordinator. An appeal regarding color, race, or national origin should be made to the District's Title VI Coordinator. An appeal regarding sexual harassment, or gender discrimination should be made to the District's Title IX Coordinator. (See Policy JA for contact information). A complainant may then appeal the decision of the coordinator to the Superintendent or his or her designee.

For a complete copy of the District's Policy, Administrative Rule, and report form referenced above, please see Policy JCDAG, located below and at the following link <http://www.boarddocs.com/sc/greenville/Board.nsf/Public>.

STUDENT CONCERNS, COMPLAINTS AND GRIEVANCES

The District is committed to fostering an environment that both promotes learning and prevents disruptions in the educational process. While the District embraces students' legal rights and the principle of freedom of speech, these rights are not absolute. The District will strive to prevent student behavior including, but not limited to, unlawful student assemblage, acts of violence, and vandalism that is disruptive to the school setting. In order to create and maintain an atmosphere

that promotes learning and prevents disruption, the District has implemented the following procedures to address student concerns, complaints, and grievances.

I. Harassment, Intimidation or Bullying

As provided in the South Carolina Safe School Climate Act, the District prohibits acts of harassment, intimidation or bullying of a student by another student or students, staff, or third parties that interferes with or disrupts a student's ability to learn and the school's responsibility to educate its students in a safe and orderly environment whether in a classroom, on school premises, on a school bus or other school-related vehicle, at an official school bus stop, at a school-sponsored activity or event, whether or not it is held on school premises, or at another program or function where the school is responsible for the student.

The District expects students to conduct themselves in an orderly, courteous, dignified and respectful manner. Students and employees have a responsibility to know and respect the policies, rules and regulations of the school and District.

A. Definitions

"Harassment, intimidation, or bullying" is defined as a gesture, an electronic communication, or a written, verbal, physical, or sexual act that a reasonable person should know will have the effect of:

- a) harming a student, physically or emotionally, or damaging a student's property, or placing a student in reasonable fear of personal harm or damage to his property; or
- b) insulting or demeaning a student or group of students in such a way as to cause substantial disruption in, or substantial interference with, the orderly operation of the school.

B. Reporting

Any student who believes he/she has been subject to harassment, intimidation, or bullying should file a complaint with the principal or his or her designee. Such a complaint may also be filed by a student's parent. If an allegation of harassment, intimidation, or bullying is against the school's administration, the student or parent should file a complaint with the District's Parent Resource Representative. If an employee receives a complaint of harassment, intimidation, or bullying or observes any behavior which could amount to harassment, intimidation, or bullying, the employee must transmit the complaint to the school's principal or other designated contact person as soon as practicable.

Although reports by students or employees may be made anonymously, formal disciplinary action may not be taken solely on the basis of an anonymous report.

The District will be responsible for ensuring that reasonable efforts are made to prevent public disclosure of the names of all parties involved in harassment, intimidation, or bullying allegations, except to the extent necessary to carry out an investigation and comply with statutory obligations.

C. Investigations

All complaints will be investigated promptly, thoroughly, and confidentially. The investigation shall include appropriate steps to determine what occurred and to

take actions reasonably calculated to end the harassment, intimidation, or bullying and prevent such misconduct from occurring again. The student and his/her parent(s) shall be informed that appropriate actions were taken and shall be advised how to report any subsequent problems. A student or his or her parent may request that the District's Parent Resource Representative review the investigation and actions implemented by the principal or his or her designee. The District's Parent Resource Representative will then review the complaint, investigation, and actions taken by the school. The parent will then be notified in writing of the results of the review.

D. Consequences for Engaging in Harassment, Intimidation, or Bullying

If the investigation determines that harassment, intimidation, or bullying has occurred, the administration shall take reasonable, timely, age-appropriate, and effective corrective action. Examples of corrective action include, but are not limited to, disciplinary action against the aggressor, up to and including termination of an employee or expulsion of a student; special training or other interventions; apologies; dissemination of statements that the school does not tolerate harassment, intimidation, or bullying; independent reassessment of student work; and/or tutoring.

Individuals, including students, employees, parents, and volunteers, may also be referred to law enforcement officials. The District will take all other appropriate steps to correct or rectify the situation.

II. Sexual Harassment, Title VI, and Title IX complaints

A student who believes that he or she has been discriminated or harassed against on the basis of his or her gender, race, color, or national origin should file a complaint in accordance with the administrative rule that accompanies this policy.

The Board expects all students and District employees to conduct themselves in an appropriate manner and to respect other students, employees, volunteers, and third parties at all times. In this regard, the Board prohibits sexual harassment, all forms of sexual discrimination, and other inappropriate conduct of a sexual nature.

All students and employees must avoid any action or conduct which could be viewed as sexual harassment or inappropriate conduct of a sexual nature. This includes any action or conduct communicated or performed in person, in writing, or electronically through such means as a telephone, cell phone, computer, Blackberry, or other telecommunication device, and includes text messaging and instant messaging.

Sexual harassment of students consists of unwelcome (as determined based on the age of the student) sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature when: (1) submission to such conduct is made either expressly or impliedly a condition of the student's participation in an educational program or activity; (2) submission to or rejection of such conduct by a student is used as the basis for any educational decisions affecting the student; or (3) such conduct has the purpose or effect of unreasonably interfering with the student's educational performance or creating an intimidating, hostile or offensive educational environment.

Any student who believes he/she has been subjected to sexual harassment by another student or an employee is encouraged to file a complaint in accordance with the administrative rule that accompanies this policy. A parent or guardian may also file a complaint on behalf of the student. All allegations will be investigated promptly and confidentially. Any employee or student who is found to have engaged in sexual harassment with a student will be subject to disciplinary action, up to and including a recommendation of termination or expulsion, and all other appropriate steps will be taken to correct or rectify the situation.

All employees must avoid any action toward or conduct with a student, which could be viewed as sexually inappropriate. Inappropriate conduct of a sexual nature will not be tolerated at any time. Inappropriate conduct of a sexual nature with a student occurs when an employee (1) makes a sexually suggestive advance toward a student, (2) makes a request for a sexual favor from a student, or (3) engages in a relationship of a sexual nature with a student. Any student who believes an employee has directed inappropriate conduct of a sexual nature toward him/her is encouraged to file a complaint in accordance with the administrative rule that accompanies this policy. A parent may also file a complaint on behalf of his/her child. All allegations will be investigated promptly. Any employee who is found to have directed inappropriate conduct of a sexual nature towards a student will be subject to disciplinary action, up to and including a recommendation of dismissal, and all other appropriate steps will be taken to correct or rectify the situation.

III. Section 504 Appeals and Complaints

All forms of disability discrimination, including disability harassment, are strictly prohibited. The District will not tolerate hostile or abusive treatment, derogatory remarks, acts of violence, or any other form of discrimination based upon an individual's disability. Any student who believes he/she has been subjected to disability discrimination or harassment is encouraged to file a complaint in accordance with the administrative rule that accompanies this policy.

If a parent/legal guardian disagrees with any action of the 504 Committee regarding the evaluation, identification or placement of a student, the parent/legal guardian has the right to appeal that decision in accordance with the administrative rule that accompanies this policy.

IV. Other Violations of Student Legal Rights or District Policy

Students and parents are encouraged to resolve complaints and grievances at the school level. Accordingly, a teacher will provide any student or his or her parent/legal guardian the opportunity to discuss a decision or situation which the student considers unjust or unfair. If the incident remains unresolved, the student, his or her parent/legal guardian or the teacher may bring the matter to the principal's attention for consideration and action. If the matter is still unresolved after the procedure outlined above, the complaining party may bring the matter to the superintendent or his or her designee for consideration.

V. Consequences for Retaliation or False Accusations

The District prohibits retaliation or reprisal in any form against a student or employee who has filed a complaint or report under this policy. The District also prohibits any person from falsely accusing another as a means of harassment, intimidation, or bullying. The consequences and appropriate remedial action for such conduct will be determined by the principal or his/her designee, and may

range from positive behavioral interventions to disciplinary actions, up to and including suspension or expulsion for students and termination for employees.

VI. **Notification and Distribution of District Expectations**

This policy will be disseminated to all staff members, students, and parents/guardians annually. Information on these topics should be shared in an age-appropriate manner and may occur during student assemblies, in the classroom setting, or in group or individual sessions with a guidance counselor or school resource officer.

The superintendent will ensure that information regarding this policy is incorporated into the School District's training program and that volunteers who have frequent contact with students are likewise informed of the policy.

The superintendent may promulgate rules and procedures in furtherance of this policy.

Legal references:

A. S. C. Code, 1976, as amended:

1. Section 16-3-510 - Organizations and entities revised.
2. Section 59-19-90 - General powers and duties of school trustees.
3. Sections 59-63-210 through 270 - Grounds for which trustees may expel, suspend or transfer pupils; petition for readmission; notices and parent conferences; expulsion for remainder of year and hearings; transfer of pupils; corporal punishment; regulation or prohibition of clubs or like activities.
4. Section 59-63-275 - Student hazing prohibited.
5. Section 59-67-240 - Other duties of bus driver; discipline of students for misconduct.
6. Section 59-63-110, et. seq. - Safe School Climate Act.

B. State Board of Education Regulations:

1. R43-279 - Minimum standards of student conduct and disciplinary enforcement procedures to be implemented by local school Districts.

HEALTHROOM PROCEDURES

- Students will be allowed to visit the health room in case of emergency and **must have written permission from a staff member**. Students **should not** report to the health room **during class change**. Students will be treated in the health room and sent back to class or sent home (a contact must be made with the parent/guardian). A dismissal form will be issued to the student if he/she is unable to remain at school. The parent/guardian must sign the form, and when the student returns to school he/she should turn in the form to the Attendance Office. All students must have a completed **Student Emergency Information Form** on file.

MEDICINE

- Required forms must be obtained from the school nurse for **ANY and All** medication.
- Parents are required to complete/return **form MED-1** before any **prescription medication** may be left at school.
- If a student must **self-administer medication** at school, **form HRP1** is

required before the student may take any medication at school.

- A parent may provide written authorization for **over-the-counter medication** to be kept and administered in the health room using **form MED-3**.
- Parents are required to complete/return form **MED-6** before a student can bring emergency medication to school.

INSURANCE

School insurance is available to all students for school time or 24-hour protection and may be purchased during the first two weeks of school. **Any student participating in athletics must be covered by Athletic Insurance.**

MEDIA CENTER (LIBRARY)

The Media Center has a large collection of print resources and 35 computers available for student use. Students are encouraged to use the Media Center throughout the day from 8:15 am - 4:15 pm. Students may come before and after school and at lunch without a pass.

FUNDRAISING PROJECTS

Fundraising activities will be initiated only through teachers/sponsors, and items sold at school must be related to school organizations or functions. All other fundraising projects are prohibited, and items and materials will be confiscated.

LOST AND DAMAGED TEXTBOOKS

Students are responsible for textbooks that are issued to them. If a student **loses** a textbook, he/she must **pay for the lost textbook**. If the student **damages** a textbook (e.g. water damage), he/she must **pay the damage fee or replacement cost**.

LUNCH

Students may not have guests come in to eat lunch with them. Students are not to leave campus for lunch. Students are urged to participate in the school lunch program. The cost of meals is as follows: (subject to change)

Breakfast		Lunch	
Student: no charge		Paid Student	\$2.40
		Reduced Students	\$.40
Adult Breakfast	\$2.10	Adult Lunch	\$3.70

*These prices are subject to change. Lunches **are not** to be brought to school by parents/outside parties during the school day for students.*

SCHOOL CLOSING

In case of inclement weather, students/parents are asked not to call the school, but rather to tune in to radio or television stations or check WYFF4.com for an official announcement.

STUDENT ID'S

For safety and identification, students must wear a school-issued ID badge and school-issued lanyard (issued the current school year) when on school grounds.

This ID must be clearly visible at all times (cannot be inside jacket or shirt). Wearing another person's ID will result in Saturday School Detention (SSD). If an ID is lost, cracked or defaced, a student must replace it immediately. The cost is \$5. If a student does not bring the ID badge to school, a new ID badge must be obtained before the school day begins. If the ID is obtained before school, there is no penalty. If a student cannot purchase a new ID before school begins, they will be charged \$5 and given an ID. No student will be allowed to incur more than \$5 in library/ID debt without receiving a consequence. If they need an ID and already have debt accrued they will be charged for the ID and receive SSD. If a student is found without an ID after school begins, they will receive 1 warning for the year, after that they will be assigned SSD. Students that do not attend SSD will be suspended out of school for the next school day.

STUDENT COMPUTERS - "BRING YOUR OWN DEVICE" POLICY

Greenville High School has adopted a Bring Your Own Device (BYOD) policy. This policy will allow students to bring many of their own technology devices to school for use in our classrooms. We are incorporating the use of such items as laptops, iPads, netbooks and cell phones with browsing capabilities for educational purposes only. Similar to other personally owned items, the district is not liable for the loss, damage, misuse, or theft of personally owned devices brought to school.

This notification is to inform and guide you through this opportunity.

Please note that students are never required to bring in outside technology to school. All students will continue to be able to utilize our school equipment. No student will be left out of the instructional process. Greenville High School will not be responsible for any financial obligations resulting from standard messaging or data charges incurred by students who choose to bring their own device.

Expectations:

- Students will only use appropriate technology at their teachers' discretions.
- Students will only use appropriate educational applications on their device (i.e. not games and/or non-school related tasks and functions).
- Students are not to call, text message, email, or electronically communicate with others from their personal device, including other students, parents, guardians, friends, and family during the school day unless directed by their teacher or during designated times (i.e. lunch).

Reinforcement:

- Students utilizing this opportunity to its fullest capacity within school expectations will find numerous benefits to instruction, resources, completion of assignments and personal organization.
- Students not following expectations for use of personal devices will face school disciplinary measures and lose the privilege to utilize personal devices in school for an appropriate period of time to be determined by the school principal.

RESPONSIBLE STUDENT USE OF PERSONALLY OWNED DEVICES

Greenville High School approves this policy in order to maintain a safe and secure environment for students and employees.

A personally owned device shall include all existing and emerging technology devices that can take photographs; record audio or video; input text; upload and download media; and transmit or receive messages or images. Examples of a personally owned device include but are not limited to: MP3 players and iPods; iPads, Nooks, Kindle and other tablets; laptop and netbook computers; personal digital assistants (PDAs), cell phones and smart phones such as BlackBerry, iPhone, or Droid, as well as any device with similar capabilities.

Educational purposes include classroom activities, career development, communication with experts, homework and limited high quality self-discovery activities. Students are expected to act responsibly and thoughtfully when using technology resources. Students bear the burden of responsibility to inquire with school administrators and/or teachers when they are unsure of the permissibility of a particular use of technology prior to engaging in the use.

Inappropriate communication includes, but is not limited to, the following:

- obscene, profane, lewd, vulgar, rude, inflammatory, threatening, or disrespectful language or images typed, posted, or spoken by students;
- information that could cause damage to an individual or the school community or create the danger of disruption of the academic environment;
- personal attacks, including prejudicial or discriminatory attacks;
- harassment (persistently acting in a manner that distresses or annoys another person) or stalking of others;
- knowingly or recklessly posting false or defamatory information about a person or organization;
- communication that promotes the destruction of property, including the acquisition or creation of weapons or other destructive devices.

If a student is told to stop sending communications, that student must cease the activity immediately. Examples of an unacceptable device in this policy shall include but are not limited to gaming devices or consoles, laser pointers, modems or routers, and televisions. Use of personally owned devices is permitted during instructional time for educational purposes only as approved by the teacher.

Greenville High shall not be liable for the loss, damage, misuse, or theft of any personally owned device brought to school. We reserve the right to monitor, inspect, copy, and review a personally owned device or file when administration has a reasonable suspicion that a violation has occurred. Students must be aware of appropriateness of communications when using district or personally

owned devices. Inappropriate communication is prohibited in any public messages, private messages, and material posted online by students.

Students may not utilize any technology to harass, threaten, demean, humiliate, intimidate, embarrass, or annoy their classmates or others in their community. This is unacceptable student behavior known as cyberbullying and will not be tolerated. Any cyberbullying that is determined to disrupt the safety and/or well-being of the school is subject to disciplinary and/or legal action.

Use of personally owned devices in locker rooms, restrooms, and nurses' offices is expressly prohibited. Students are not permitted to use any electronic device to record audio or video media or take pictures of any student or staff member without their permission. The distribution of any unauthorized media may result in discipline, including but not limited to, suspension, criminal charges, and expulsion.

All students shall review this policy and the Responsible Use Policy before utilizing any school and/or personally owned devices. Greenville High School reserves the right to restrict student use of district owned technologies and personally owned devices on school property or at school sponsored events.

Cell phone or other use of personal devices outside of lunch or without teacher's prior approval will result in disciplinary measures as determined by school administration up to and including suspension, for minor offenses typically 1 day of ISS.

STUDENT MESSAGES

Only messages of an **emergency** nature and only those **from a parent/guardian** will be given to students. Transportation should be arranged before the student comes to school.

DAILY ANNOUNCEMENT BULLETIN

A daily announcement bulletin will be shown on screens in the atrium. Students are encouraged to read this bulletin daily.

STUDENTS ARRIVING BEFORE 8:35 AM

Students arriving before 8:35 am must report to the cafeteria. Other areas are off-limits unless the student has a teacher's pass.

EXAMINATIONS AND EXAM POLICY

Examinations are considered an important part of the instructional program and provide valuable learning experiences. Mid-term exams will be administered in January for all classes. Final exams will be administered at the end of the school year. No student will be allowed to exempt exams or take exams earlier than their scheduled date. Make up exams will only be offered to students who have a Medical Excuse for their absence. In rare circumstances, pre-approval to make up an exam (without a Medical Excuse) is granted by Mr. Warren. Those request for pre-approval to make up an exam without a Medical Excuse should be submitted to Mr. Warren at least 48 hours in advance of the exam.

GUIDANCE STAFF

Director	355-5521
12th grade counselor	355-5519
11 th grade counselor	355-5397
10 th grade counselor	355-5522
9 th grade counselor	355-5515
Career Dev .Facilitator	355-5320
Mrs. Phelps (Registrar)	355-5504

GRADUATION REQUIREMENTS

To be eligible for a state diploma, a total of 24 units of work must be completed.

<u>COURSE</u>	<u>UNITS</u>	<u>COURSE</u>	<u>UNITS</u>
English	4	U. S. Government	1/2
Mathematics	4	Other Social Studies	1
Science	2	Foreign Lang/Occup. Ed	1
Biology	1	PE or ROTC	1
US History	1	Computer Science	1
Economics	½	Electives	7

*Note that most four-year colleges require additional requirements for admission. Please check with the colleges for which you are applying.

TRANSCRIPTS

The student's first three transcript requests are at no charge, each additional request will be \$5.00 each.

CLASS DUES

Class dues are collected yearly to ensure all activities related to their senior year and graduation are able to take place.

9th gr- \$5.00 10th gr-\$10.00 11th gr- \$15.00 12th gr - \$20.00

PROMOTION REQUIREMENTS

Freshman	Promotion from 8th grade
Sophomore	At least <u>5 units</u> – must include <u>English 1 and one unit of Mathematics</u>
Junior	At least <u>11 units</u> – must include <u>English 1 and English 2, two units of Mathematics, and one unit of Science</u>
Seniors	At least <u>17 units</u> – must include <u>English 1, English 2, & English 3, three units of Mathematics, and two units of Science.</u>

GENERAL COLLEGE ADMISSION REQUIREMENTS

4 UNITS OF ENGLISH: At least two units must have strong grammar and composition components. At least one unit must be in **British literature** and at least one unit must be in **American literature**.

4 UNITS OF MATHEMATICS: These include **Algebra I** (Algebra I, Part A and Part B may count together as a substitute, if a student successfully completes Algebra 2); **Geometry** and **Algebra 2**, and one additional unit of a higher level math.

3 UNITS OF LABORATORY SCIENCE: Two units must be taken in two different fields selected from **Biology**, **Chemistry**, or **Physics**. The third unit may be from the same field as one of the first two units (Biology, Chemistry, or Physics) or from advanced Environmental Science with laboratory or Marine Biology for which Biology and/or Chemistry is a prerequisite. Courses in Earth Science, Physical Science, or introductory or general Environmental Science for which Biology and/or Chemistry is not a prerequisite will not meet this requirement.

2 UNITS OF THE SAME FOREIGN LANGUAGE: Three units are strongly recommended as many colleges require three units.

3 UNITS OF SOCIAL SCIENCE: One unit of **United States History** is required; a half unit in **United States Government** and a half unit in **Economics** are required.

1 UNIT OF PHYSICAL EDUCATION OR ROTC

1 UNIT OF FINE ARTS

4 UNITS OF ELECTIVES: These must be taken from three different fields from Computer Science, English, Fine Arts, Foreign Languages, Laboratory Science, Mathematics above Algebra 2, and Social Sciences. It is suggested that one unit be in Computer Science which includes programming (not just keyboarding)

END OF COURSE (EOC) EXAMS

End of Course testing takes place during the month of May each school year. These tests are state mandated and are required to be taken by each student placed in the following classes:

Algebra I
US History

Biology I
English I

These tests count 20% of a student's final grade in the class. There are no exam exemptions as determined by the School Board of Greenville

County Schools. The student's final averages will be calculated as follows:

1 st Semester (1 st quarter, 2 nd quarter, 1 st exam):	40%
2 nd Semester (3 rd quarter, 4 th quarter):	40%
End of Course Exam:	<u>20%</u>
	100%

SCHEDULES/SCHEDULE CHANGES

Schedule changes may only be made when one of the following occurs: there is a computer or scheduling error; a student who previously failed a course is scheduled to repeat the course with the same teacher (if possible); a student is scheduled for a class for which credit has previously been granted; a student is scheduled for a course for which the required pre-requisites have not been met or a student is missing a requirement for graduation.

CHANGE OF COURSE POLICY

Students who withdraw from a course after the specified time of 5 days in a 90-day course or 10 days in a 180-day course shall be assigned a WF (withdrew-failing), and the WF will be calculated as a 61 in the student's overall grade point average.

After the first 10 days of school, if a student wishes to change levels in an academic course, the parent(s) of the student must call the appropriate counselor. The counselor will then set up a meeting with the student's teacher, department chairperson, grade level administrator, and the Curriculum Resource Teacher. The purpose of the conference is to determine if the student has been appropriately placed in the current level of the course. A conference request must be made no later than the end of the first nine weeks grading period.

CHANGE OF ADDRESS/CONTACT INFORMATION

Parents should complete a "*Address & Contact Information*" form to request changes in addresses, telephone numbers, and emergency contact persons during the school year. Proofs of address must accompany the request. This form can be obtained in the Guidance Office. It is the parents' responsibility to ensure current contact information is maintained in your student's record.

CONFERENCES

Please call the Guidance Office to make an appointment with your student's counselor. Appointments with teachers may be scheduled directly with the teacher.

SPECIAL NEEDS ACCOMMODATIONS

Parents of students with documented special needs may request classroom accommodations appropriate to those needs. Contact the student's counselor for additional information.

WITHDRAWALS AND TRANSFERS

In order for a student to withdraw from Greenville Senior High School, the parent/guardian must come in to the Guidance Department to complete the required forms prior to the student's withdrawal. It is the student's responsibility to return books to the media center and clear all obligations due to the school during the student's last full day of attendance and before he/she can be released. **Permanent record information will not be sent to any school or agency until all of these matters are cleared.**

EARLY COLLEGE PROGRAM

Greenville High School offers an Early College program which is designed to offer students the opportunity to take college classes while concurrently enrolled in high school. Students may earn dual credits, a high school Carnegie unit and college credits, through this program. The courses offered are Greenville Tech courses, taken at Greenville High, taught by Greenville Tech instructors. These courses help students to get a head start on college.

Juniors and Seniors who pass the ASSET Test for Greenville Tech, may take the Early College courses offered at GHS. Sophomores are not allowed to take Early College courses due to district policy.

Other Early College courses are available on the Greenville Tech campus. Seniors and juniors may take an Early College course off campus during the school day, provided that GHS does not offer that course or a corresponding AP course.

Dual Credit Courses

Students wishing to take a college course online or face-to-face and also receive high school credit, must have the principal's approval **before** taking the college course. If prior approval is not obtained, high school credit will not be awarded. This also applies to a student wishing to take courses at Greenville Tech, but not on our campus through our early college program. Freshman and Sophomores will not be approved to take dual credit courses.

FRESHMAN ACADEMY MISSION

The mission of the Freshman Academy is to facilitate and support all 9th grade students' efforts and provide them with specific skills that can be applied to making a successful transition from middle school to graduation.

Academy Goals:

- #1 Increase the number of freshman graduating in 4 years by 5% annually.
- #2 Increase End of Course Test pass rates by 5% annually.
- #3 Increase promotion rate in the 9th grade to at least 90%.
- #4 Increase the number of students who have fewer than 10 absences by 10%.

Freshman Academy Expectations

1. Show respect to others through actions and demeanor.
2. Remain engaged without disruption.
3. Treat class equipment and supplies with respect.
4. Arrive to class prepared and on time.
5. Reserve food and drink for the cafeteria
6. Make use of class changes for locker and restroom breaks to avoid the "15 for 5" exchange

Consequences for Minor Classroom Misbehaviors

1. Warning in class
2. Teacher conference with student, parent contact, or behavioral
3. Reflection sheet
4. Detention and parent contact
5. Written referral and removal from class

Note:

- Severe disruptions will result in immediate removal. These steps are only for minor disruptions. Many other misbehaviors like cell phones, fighting, profanity, etc... have consequences that will not fall under this step process. Administration will determine when something should fall under the step process for freshman and when it should not.
- If a student is removed to ISS a referral and additional consequence will follow.
- Students caught cheating will receive a zero and a parent will be contacted.

SAT DATES 2017-18

(subject to change)

<u>Test Date</u>	<u>Registration Deadline</u>	<u>Late Deadline</u> (online/phone)
Oct. 7, 2017	Sept. 8	Sept. 22
Nov 4, 2017	Oct. 6	Oct. 20
Dec. 2, 2017	Nov. 3	Nov. 17
Mar. 10, 2018	Feb. 9	Feb. 23
May 5, 2018	Apr. 6	Apr. 20
June 2, 2018	May 4	May 18

ACT DATES 2017-18

<u>Test Date</u>	<u>Registration Deadline</u>	<u>Late Fee Req.</u>
Sept. 9, 2017	Aug. 4	Aug. 5-18
Oct. 28, 2017	Sept. 22	Sept 23-Oct 6
Dec. 9, 2017	Nov. 3	Nov. 4-17
Feb. 10, 2018	Jan. 5	Jan. 6-19
Apr. 14, 2018	Mar. 9	Mar. 10-23
June 9, 2018	May 4	May 5-18

ATHLETICS PURPOSE

The purpose of this section is to inform all prospective and active student athletes and parents of the academic requirements, attendance policies, and other requirements as set forth by the State of South Carolina and the South Carolina High School League. It is aimed also to familiarize and acquaint athletes and parents about Greenville Senior High School policies. Such information is recorded herein for the specific purpose of all athletes and parents to read, study, and/or ask questions to clarify the data presented.

No student in The School District of Greenville County shall be denied equal opportunity to participate in any district program or activity on the basis of race, sex, religion, marital status, or national origin; and, no student shall be denied a free, appropriate education on account of any handicapping condition.

GOALS

The Goals for the Greenville Senior High School Athletic Department are:

1. To enhance communication among the community, faculty, coaches, and athletes.
2. To promote sportsmanship.
3. To create and develop a competitive program for and with our athletes.
4. To search for and to obtain the best available coach for each sport offering.
5. To develop student-athletes.
6. To include behavior modification as a means of addressing discipline of athletes.
7. To provide a job description to each coach and to include related tasks to be performed.
8. To seek assistance from the GHS All Sports Booster Club, parents, and others—this concept will include active participation, transportation commitments, media support, finances, and refreshments (meals/snacks) for teams; to clip articles and submit

to the active sports coaches from the newspapers (snapshots and videos are also appreciated).

9. To establish a budget for each sport.
10. To permit each coach to evaluate his/her duties according to the job description of his/her sport, and to make a presentation to the Athletic Director and/or interested/authorized persons/groups/committees.

SPORTS OFFERINGS

Baseball	Football	Softball
Basketball	Golf	Swimming
Cheerleading	Lacrosse	Tennis
Cross Country	Rugby	Track
Dance Team	Soccer	Volleyball
	Wrestling	

ATHLETIC ELIGIBILITY

To participate in interscholastic athletic activities, students in grades 9-12 must achieve an overall passing average in addition to the following:

1. To be eligible in the first semester a student must pass a minimum of five Carnegie units applicable toward a high school diploma during the previous year. At least two units must have been passed during the second semester of summer school.
2. To be eligible during the second semester the student must meet one of the following conditions:
 - a. If the student met first semester eligibility requirements, then he/she must pass the equivalent of four half-units during the first semester.
 - b. If the student did not meet first semester eligibility requirements, then he/she must pass the equivalent of five half-units during the first semester.

Students passing the sixth, seventh, and eighth grades by promotion academically (not by social promotion) are considered as having met the requirements for academic eligibility.

TRAVEL

Athletes are not to drive personal vehicles for regularly scheduled athletic contests sponsored by GHS. Transportation to and from athletic contests must be approved by the coach.

INSURANCE

Each athlete must be covered by athletic accident insurance purchased at the school. This is a separate policy from school day coverage offered to students at the beginning of the year.

PARTICIPATION IN EXTRACURRICULAR ACTIVITIES

Student participation in extracurricular activities is a privilege – not a right – that a student earns through proper conduct and academic achievement. A student may be denied the privilege of participating in an extracurricular activity and/or an event when the student's conduct is not consistent with District Policy; the District's Behavior Code and/or academic standards; the conduct expectations and/or academic standards of Greenville High School; and/or the conduct expectations and/or academic standards of the particular activity. Extracurricular activities include, but are not limited to, athletic teams, academic clubs/teams, prom, graduation exercises, and attendance at any school function outside of the normal school day.

STUDENT EXTRACURRICULAR CODE OF CONDUCT

I. Expectations of Conduct for Students Who Participate in Extracurricular Activities – Participants on a school team, club, or organization represent not only themselves and their families, but also their teammates, their coaches or sponsors, their schools, and the Greenville County School District. Additionally, extracurricular activities often draw high public interest, visibility, and focus of attention in the media. The student's behavior commands a public interest and attention that is unique in its capacity to elevate or denigrate the school district, the school, and the team or organization. Since public support is an essential ingredient of public education, the behavior of students who participate in extracurricular activities has a significant impact on the school district's pursuit of its mission. High standards of conduct and citizenship are essential precepts of the school district's extracurricular program. These high standards include instilling students with a positive attitude, building strong character, teaching responsibility, and demanding integrity. Participants must set a positive example and be role models for all. To maintain high standards for all extracurricular programs throughout the entire school district, a firmly and fairly enforced code of conduct is necessary. Therefore, all participants shall abide by a code of conduct specifically for extracurricular activities.

II. The Privilege of Participation – Participation in extracurricular activities is a privilege, not a right. School officials may deprive a student of the privilege of participation when they determine that the student's continued participation is not consistent with the high standards of conduct expected of all participants. In particular, whenever a student violates this code of conduct, the student is subject to losing the privilege of participation in extracurricular activities.

III. Unacceptable Conduct

A. The prohibition of unacceptable conduct: Certain conduct by any participant is absolutely unacceptable and will not be tolerated. Examples of such unacceptable conduct include, but are not limited to, theft, vandalism, disrespect, hazing, harassment, violation of alcohol, tobacco/nicotine and illegal substances restrictions, major infractions of *The Student Code of Conduct*, or violations of law. This unacceptable conduct rule shall be in force twelve months of the year. This means that the school district may penalize or punish a participant who engages in unacceptable conduct during the school term, over a holiday break, or while school is out of session. This also means that the school district may impose sanctions for unacceptable conduct which occurs at school, at a school sponsored event, or off school grounds. The penalty for engaging in unacceptable conduct can include revocation of the privilege of participating in extracurricular activities.

B. Definitions of specific kinds of unacceptable conduct:

- **Theft-** stealing or taking personal property that belongs to another person, school, team, or organization.
- **Vandalism-** willful or malicious breaking, destruction, or defacement of public or private property.
- **Disrespect-** actions that show or express a lack of high regard or respect for others (fellow students, opponents, teachers, coaches, administrators, parents, or adults). This includes actions that result in OSS and the use of unacceptable language (cursing).
- **Hazing-** any action that humiliates, degrades, abuses, or endangers another person, regardless of that person's willingness to participate. These actions may include initiation rituals into a team, club, or organization.
- **Harassment-** actions, comments, threats, verbalizations, coercion, jokes, teasing, or intimidation that is based on or takes place because of the race, color, sex, religion, or national origin of another person, who reports the actions as unwelcome.
- **Alcohol, tobacco/nicotine, and illegal substances restrictions-** Any illegal use or possession of alcohol or tobacco/nicotine or use, sale, possession, or purchase of any illegal or controlled substance, including prescription drugs. This list of examples is not intended to be exhaustive, and the appropriate staff members may impose disciplinary action for conduct not specifically listed here.

C. Punishment for Unacceptable Conduct:

Generally, when a school official has reason to believe that a student participant has engaged in unacceptable conduct as described in this code of conduct, the responsible school official shall notify the student of the violation and provide the student with the opportunity to present his or her account and explanation. The responsible school official will then confer with the Athletic Director or designated administrator to determine the appropriate sanction or penalty to be imposed. The level of discipline imposed is at the school official's discretion, and sanctions may range from reprimands to suspension from a game or contest, or in the most serious incidents of misconduct, dismissal from a team or permanent denial of participating for the remainder of the student's high school career.

Suspension means that the student is not allowed to dress out or participate in a contest or event. It may also include suspension from practice. However, the participant may be required to continue to practice with the team or program.

Dismissal means that the student is no longer a part of the team or program. If dismissed, the participant's uniform and equipment will be taken up and his/her name will be removed from the team or program roster. Reinstatement into the athletic program will be considered only after one calendar year. The Principal, after consultation with the District Director of Athletics, must approve any reinstatement. Some forms of unacceptable conduct may also violate the general code of conduct applicable to all students in the school district. In those situations, the participant is subject to punishment under both the general code of conduct and this code of conduct for extracurricular activities. Under no circumstances will any student who has been suspended from school pursuant to the general code of conduct participate in extracurricular activities during the suspension period.

Alcohol, Tobacco/Nicotine, and Substance Abuse: When a coach, teacher, or principal determines that a participant has violated the alcohol, tobacco/nicotine, or illegal substances restrictions, the following penalties shall apply:

First Violation Penalty: The participant will be suspended immediately from a minimum of 20% of the scheduled contests in the participant's sport or activity. If

the sport or activity is out of season, then the penalty will be administered at the very next season in which the student is a participant. The student may also be required to submit to on-demand drug testing.

Second Violation Penalty: The participant will be suspended immediately for a minimum of 50% of the scheduled contests. If the sport/activity is out of season, the penalty, or remainder thereof, will be administered at the very next season in which the student participates. The student may also be required to submit to on-demand drug testing.

Third Violation Penalty: The participant will be dismissed from participation in extracurricular activities for the remainder of the student's high school career.

Note: When violation of the alcohol, tobacco/nicotine, and substance abuse restrictions also results in criminal charges, subsection D (below) will also apply.

D. Criminal infractions: Some forms of misconduct may violate local, state, or federal criminal law. If a student participant is charged with a criminal offense other than a minor traffic violation, the student shall immediately be suspended from participation in extracurricular activities until the responsible school officials have an opportunity to review the circumstances surrounding the arrest. After reviewing the circumstances that led to the student's arrest, the school official may elect to continue the period of suspension until the criminal charges are resolved or impose disciplinary consequences, to include suspension from games or contests, based on the conduct that led to the student's arrest. Depending on the amount of time necessary for the criminal matter to be resolved, the responsible school official shall have the discretion to lift the suspension and return the student to participation on probation pending resolution of the matter. If the participant is convicted of the offense or pleads "no contest," the responsible school official will impose a minimum one game suspension up to a maximum dismissal of the participant from all extracurricular activities. If criminal charges are dropped or if the participant is found not guilty, he/she may return to regular participation (except to the extent that punishment under either the general or extracurricular code of conduct precludes a return to participation). It is important to note, however, that regardless of the outcome of any criminal charges, a participant will be subject to punishment under the two codes of conduct if the responsible school official determines that a student has engaged in conduct that violates either code of conduct.

IV. Out-of-School Suspension (OSS) – During the period that any participant is serving an out-of-school suspension, the student will not be allowed to participate in practice, games, or contests. The participants may return to participation in any activity only after being readmitted to school and attending school for one day. Offenses that lead to OSS may also warrant punishment under this code of conduct for extracurricular activities.

V. Attendance Rule – A student shall not participate in a contest or practice on the day he/she has been absent from school without just reason. Just reason shall be anything beyond the control of the student (e.g. school field trip, doctor/dental appointment, bereavement, religious holiday, etc.). Confirmation notes will be required by the sponsor or coach of that activity.

VI. Individual School/Teacher/Sponsor/Coach Rules – Individual schools, teachers, coaches, or sponsors may establish additional rules and regulations for their programs with the approval of the athletic or activities director and Principal. The teacher, coach, or sponsor must give all participants written copies of any

additional rules and must explain the additional rules to all participants at the start of an event or season. Penalties for violations of the rules shall also be in writing.

VII. Appeal Procedure – A student may appeal any decision of a teacher, sponsor, or coach under this code of conduct by filing with the Principal a written appeal within five days of the decision to be reviewed. The appeal must state specifically why the decision should not be implemented. The Principal shall render a decision within five days. The decision of the Principal is final. If the Principal made the original decision to impose the disciplinary sanction, the student shall be permitted to appeal the sanction to a designated district-level administrator, whose decision will be final.

Student Speakers at School-Sponsored Activities

The School District of Greenville County is committed to maintaining an educational environment in which students of all backgrounds, beliefs and religions are welcome and treated with equal dignity and respect. The District will neither advance nor inhibit religion. In accord with the United States Constitution, the District protects private expression, including religious expression, by individual students as long as that expression does not create a disruption to or interfere with the Student speakers at school-sponsored activities, including graduations, may not be selected on a basis that either favors or disfavors religious speech. Where student speakers are selected on the basis of genuinely neutral, evenhanded criteria and retain primary control over the content of their expression, that expression is not attributable to the school and therefore may not be restricted because of its religious or secular content. In contrast, where school officials determine or substantially control the content of what is expressed, such speech is attributable to the school and may not include prayer or religious content. A school, however, may prevent or remove a speaker if the content of their speech is obscene, contrary to the District's behavior code or substantially disruptive to the school environment.

COMPUTER LAB AND LIBRARY COMPUTER USE

Students are reminded to follow all school district rules and regulations in using the computers in the lab, media center, and classrooms. No unauthorized programs or software should be downloaded to any school computer. Since the computers are for the use of all students, no computer should be customized for a particular student's use. Students found working in inappropriate programs or downloading unauthorized sites or programs will be subject to disciplinary action. Hacking of passwords and bypassing program locks will not be tolerated. Please be aware that the use of the computers is a privilege, not a right. Students referred for not following computer use regulations are subject to the following: 1st offense – loss of school-wide computer use for one week; 2nd offense – loss of school-wide computer use for one month; and 3rd offense – loss of school-wide use for the remainder of the semester or year as deemed appropriate by the administration.

THE SCHOOL DISTRICT OF GREENVILLE COUNTY **STUDENT ACCEPTABLE USE POLICY AGREEMENT**

The School District of Greenville County has developed a computer network that connects all schools to each other, the District Office, and the internet. "Acceptable use" of this network is use that is consistent with the instructional goals of the District. The District takes precautions by using filtering software to keep inappropriate internet sites out of the classroom. Electronic teaching and learning tools and online access are designed to support your education. If you break "acceptable use" rules, you may lose the privilege to use both classroom computers and/or the internet. Further disciplinary and/or legal action may be taken at the discretion of school administration.

*Please note that students who do not have access to the internet will not be able to access web-based programs that teachers may be using in class. **Your child has agreed to the terms and conditions of this document upon acceptance of the school district handbook. Violation of any of the terms or conditions will result in disciplinary action.***

- ❑ **Treat computer equipment with care and respect** – Willful destruction of any computer equipment or software will be considered vandalism and may warrant the involvement of local law officials.
- ❑ **Any written text, graphics, or executable files created, downloaded, displayed, or exchanged with another student or teacher must be education-related and not offensive in any way.**
- ❑ **Do not use school computers for illegal activities such as planting viruses or hacking.**
- ❑ **Do not use school computers for commercial purposes.**
- ❑ **Follow copyright laws at all times** – See District copyright policies for more information. If you have questions about the legality of using software, text, graphics, or music you find online, ask your teacher or media specialist for guidance.
- ❑ **Keep your password secret** – You will be held responsible for all computer activities associated with your password. For example, if you share your password with your friend and he/she signs on as you and breaks one of the rules outlined above, you may be held responsible.
- ❑ **All online communication must be polite and not threatening or offensive in any way** – The District has the right to review any email sent or received using District equipment and email accounts. Email accounts should be used for educational and District purposes only.
- ❑ **Do not give out personal information on the internet.** Never give out your phone number, social security number, full name, age, home address, or any other personal information.
- ❑ **Home directories are provided to students for educational related work.** Students should not store personal or non-school related work in home directories. The District reserves the right to review the contents of students' home directories.

10 Point Grading Scale

South Carolina Uniform Grading Scale Conversions				
Numerical Average	Letter Grade	College Prep Weighting	Honors Weighting	AP/IB/Dual Credit Weighting
100	A	5.000	5.500	6.000
99	A	4.900	5.400	5.900
98	A	4.800	5.300	5.800
97	A	4.700	5.200	5.700
96	A	4.600	5.100	5.600
95	A	4.500	5.000	5.500
94	A	4.400	4.900	5.400
93	A	4.300	4.800	5.300
92	A	4.200	4.700	5.200
91	A	4.100	4.600	5.100
90	A	4.000	4.500	5.000
89	B	3.900	4.400	4.900
88	B	3.800	4.300	4.800
87	B	3.700	4.200	4.700
86	B	3.600	4.100	4.600
85	B	3.500	4.000	4.500
84	B	3.400	3.900	4.400
83	B	3.300	3.800	4.300
82	B	3.200	3.700	4.200
81	B	3.100	3.600	4.100
80	B	3.000	3.500	4.000
79	C	2.900	3.400	3.900
78	C	2.800	3.300	3.800
77	C	2.700	3.200	3.700
76	C	2.600	3.100	3.600
75	C	2.500	3.000	3.500
74	C	2.400	2.900	3.400
73	C	2.300	2.800	3.300
72	C	2.200	2.700	3.200
71	C	2.100	2.600	3.100
70	C	2.000	2.500	3.000
69	D	1.900	2.400	2.900
68	D	1.800	2.300	2.800
67	D	1.700	2.200	2.700
66	D	1.600	2.100	2.600
65	D	1.500	2.000	2.500
64	D	1.400	1.900	2.400
63	D	1.300	1.800	2.300
62	D	1.200	1.700	2.200
61	D	1.100	1.600	2.100
60	D	1.000	1.500	2.000
59	F	0.900	1.400	1.900
58	F	0.800	1.300	1.800
57	F	0.700	1.200	1.700
56	F	0.600	1.100	1.600
55	F	0.500	1.000	1.500
54	F	0.400	0.900	1.400
53	F	0.300	0.800	1.300
52	F	0.200	0.700	1.200
51	F	0.100	0.600	1.100

BELL SCHEDULE

Students with A Lunch	
8:35	Bell to Enter School
8:40	Warning Bell
8:45-9:35	First Period
9:35-9:40	Class Change
9:40-10:30	Second Period
10:30-10:35	Class Change
10:35-11:25	Third Period
11:25-11:30	Class Change
11:30-12:00	Lunch A
12:00-12:05	Class Change
12:05-1:00	Fourth Period
1:00-1:05	Class Change
1:05-1:55	Fifth Period
1:55-2:00	Class Change
2:00-2:50	Sixth Period
2:50-2:55	Class Change
2:55-3:45	Seventh Period

Students with B Lunch	
8:35	Bell to Enter School
8:40	Warning Bell
8:45-9:35	First Period
9:35-9:40	Class Change
9:40-10:30	Second Period
10:30-10:35	Class Change
10:35-11:25	Third Period
11:25-11:30	Class Change
11:30-12:25	Fourth Period
12:25-12:30	Class Change
12:30-1:00	Lunch B
1:00-1:05	Class Change
1:05-1:55	Fifth Period
1:55-2:00	Class Change
2:00-2:50	Sixth Period
2:50-2:55	Class Change
2:55-3:45	Seventh Period