

2022-2023 Student Handbook



PACKER

P	R	I	D	E
Positivity	Respect	Integrity	Determination	Excellence

Colquitt County High School
105 Darbyshire Rd
Norman Park, Ga 31771

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Colquitt County School System 2022-2023 School Calendar

August 3, 2022.....	School Begins for Students
September 5, 2022.....	Holiday
October 20-21, 2022.....	Holiday
November 21-25, 2022.....	Holiday
December 19, 2022 - January 2, 2023.....	Holiday
January 3, 2023.....	Student Holiday/ Teacher Workday
January 16, 2023.....	Holiday
February 20, 2023.....	Holiday
March 17, 2023.....	Student Holiday/ Teacher Workday
April 3-7, 2023.....	Holiday
May 19, 2023.....	School Ends for Students

Colquitt County High School

Mr. Dan Chappuis, Principal



105 Darbyshire Rd.
Norman Park, GA 31771

Phone: 229-890-6141 -- Fax: 229-890-6166
Website: <https://www.colquitt.k12.ga.us/schools/colquitt-high>

Assistant Principals

DR. MARLON BAKER
X23004

MR. CLEVE EDWARDS
Athletic Director
X23006

MS. ALICIA HIERS
X23007

MR. CHAD HORNE
X23008

MR. GREG TILLERY
X23003

MS. RONDESHA WILLIAMS
X23002

Administrative Staff

MS. RENEE GAY
Graduation Specialist
X23015

Dear Colquitt County High School Students, Parents and Community,

Welcome to the 2022-23 school year! I could not be more proud to be a part of the Colquitt County High School family. I look forward to another challenging and exciting year ahead. The administration, faculty and staff have been working diligently to prepare for the school year and are ready to serve the needs of all students at CCHS. We will be working with students and families to embody the Packer Pride concepts: Positivity, Respect, Integrity, Determination and Excellence.

At CCHS, we are dedicated to providing a learning environment that is safe and rigorous as we work together to help all students achieve. We want to ensure that all students receive the necessary skills and knowledge to be successful in high school and beyond. The **Packer+1** initiative is designed to assure that all students have a plan and the resources they need for life after Colquitt County High School. Our goal is for all students to earn their high school diploma **plus** the necessary skills, activities or credentials they need to be successful in life after high school. All students will have a plan to be **Enrolled, Enlisted or Employed** after graduation. As a part of working toward your **+1** of being enrolled, enlisted or employed, we will be working with all students to build their resume and attain the necessary skills for their future. This may include one of our many CTAE pathways, student organizations, AP credits, dual enrollment credits, or involvement in one of our exceptional extra-curricular athletic programs, fine arts programs and/or clubs. We want to encourage all students to get involved at Colquitt County High School!

Please take time to read through the student handbook to become familiar with all CCHS operations, procedures and opportunities. As always, if you have any questions or concerns, please do not hesitate to contact me at (229)890-6141 or via email at daniel.chappuis@colquitt.k12.ga.us.

GO PACK GO!

Sincerely,

Dan Chappuis

Dan Chappuis, Principal
Colquitt County High School

COLQUITT COUNTY HIGH SCHOOL WELCOMES PARENTAL INVOLVEMENT



COLQUITT COUNTY SCHOOL DISTRICT
EACH DAY - EXCELLENCE IN EVERY WAY!

Colquitt County School District

Vision

Growing all students locally to lead globally

Mission

Together, we educate and support the whole-child at the highest level

Beliefs

- All students can be successful
- All students deserve a high-quality education in a safe and nurturing environment
- All students and families are a valued, respected part of the learning community
- All stakeholders need positive interactions in order to collaborate and engage students in relevant, standard-driven coursework

Message from the Superintendent

Welcome to the 2022-23 school year. We are looking forward to an exciting year as we pursue excellence in academics, arts, and athletics.

We look forward to partnering with students and parents to ensure academic excellence. Please pay close attention to the contents of this handbook to ensure a clear understanding. Do not hesitate to speak with your principal or appropriate administrator if you have questions.

We ask parents and guardians to utilize the INFINITE CAMPUS parent portal.

We pledge to work tirelessly with students, parents, guardians, and the community to pursue excellence in our critical task of educating the children of Colquitt County.

Sincerely,
Ben Wiggins, Superintendent

Colquitt County School District Policy and Procedures

Parents, please take a few minutes to read the following policies and procedures.

ATTENDANCE: Regular and punctual attendance is the greatest single factor in school success. Therefore, it is the responsibility and duty of both the school and the parent to cooperate and encourage students to establish a good attendance record. When students are absent, parents should write a note explaining the reason for a student's absence from school. Students who miss 5 days will be referred to the school social worker who may conduct a home visit if absences continue. Students who miss 7 days or more will be required to attend an Attendance Support Team meeting at the Central Office. Students may be retained due to poor attendance. When possible, dental and doctor appointments should be made outside of school hours.

BOARD POLICY- JBA: SCHOOL ATTENDANCE

Georgia State Compulsory School Attendance Law 20-2-690.1

1. Every parent, guardian, or other person residing within this state having control or charge of any child or children between their sixth and sixteenth birthdays shall enroll and send such child or children to a public school, a private school, or a home study program that meets the requirements for a public school, a private school, or a home study program; and such child shall be responsible for enrolling in and attending a public school, a private school, or a home study program that meets the requirements for a public school, a private school, or a home study program under such penalty for noncompliance with this subsection as is provided in Chapter 11 of Title 15, unless the child's failure to enroll and attend is caused by the child's parent, guardian, or other person, in which case the parent, guardian, or other person alone shall be responsible; provided, however, that tests and physical exams for military service and the National Guard and such other approved absences shall be excused absences. The requirements of this subsection shall apply to a child between his or her seventh and sixteenth birthdays who has been assigned by a local board of education or its delegate to attend an alternative public school program established by that local board of education, including an alternative public school program provided for in Code Section 20-2-154.1, regardless of whether such child has been suspended or expelled from another public school program by that local board of education or its delegate, and to the parent, guardian, or other person residing in this state who has control or charge of such child. Nothing in this Code section shall be construed to require a local board of education or its delegate to assign a child to attend an alternative public school program rather than suspending or expelling the child.
2. Any parent, guardian, or other person residing in this state who has control or charge of a child or children and who shall violate this Code section shall be guilty of a misdemeanor and, upon conviction thereof, shall be subject to a fine not to exceed \$100.00 or imprisonment not to exceed 30 days, or both, at the discretion of the court having jurisdiction. Each day's absence from school in violation of this part shall constitute a separate offense.
3. Local school superintendents in the case of private schools or home study programs and visiting teachers and attendance officers in the case of public schools shall have authority and it shall be their duty to file proceedings in court to enforce this subpart.

BUS RIDERS: The transportation department of the Colquitt County School System provides safe passage to and from school for all students who attend school within their school zone. The county has developed a positive county wide discipline plan, which includes consequences for inappropriate bus behavior. For students who must change bus arrangements (in the event of an emergency or legitimate reason), the parent must write a note to the child's teacher, explaining with whom he/she is to ride and on what bus. The note will be signed by a school employee and presented to the appropriate bus driver by the student.

BUS (con't): The Superintendent of Schools will ensure that all bus drivers know and understand their responsibilities for establishing and maintaining appropriate student behavior on school buses. The administrative procedure for Bus Conduct will be included in each driver's Transportation Handbook.

Discipline - Self-control on the part of the student is necessary for the safe operation of any school bus. Students are expected to conform to the same standards of behavior as required during regular school activities. Students who fail to conform to reasonable behavior expectations may expect to receive disciplinary measures. Repeated or serious violations will result in short or long-term loss of bus privileges.

Safety - All drivers will emphasize safety instructions and emergency evacuation procedures during the first week of school. At least one emergency evacuation drill will be conducted during the school year. Students are expected to follow safety procedures concerning loading, unloading, seating and emergency evacuation as directed by the driver, teacher and principal. Violations of safety measures are considered a serious offense; appropriate disciplinary measures will result.

Parents should review and impress on their children the necessity to obey the following rules.

School Bus Rules and Pupil Responsibilities:

1. The driver is in charge of the bus and all pupils aboard. Obey the driver promptly and cheerfully.
2. Be on time; the driver cannot wait beyond his or her regular schedule for those who are tardy.
3. Wait in an orderly line off the street or road.
4. Cross in front of the bus only when the road is clear and at a safe distance in front of the bus in order to be seen by the driver. (Minimum: 10 Feet)
5. Do not run toward a school bus while it is in motion.
6. Ride only the bus assigned by school officials.
7. Do not try to get on or off the bus or move about within the bus while it is in motion.
8. Pupils must remain seated while the bus is moving. Ride three in a seat, if necessary, and do not exchange seats unless given permission by the driver. If all seats are taken, stand to the rear of the white marker line as long as the bus is in motion.
9. Behave on the bus as you are expected to behave in the classroom. Insolence, disobedience, vulgarity, foul language, fighting, pushing, and similar offensive acts will not be tolerated.
10. Students are prohibited from acts of physical violence, bullying, physical assault or battery of other persons on the school bus, verbal assault of other persons on the school bus, disrespectful conduct toward the bus driver or other persons on the school bus, and other unruly behavior.
11. Students are prohibited from using any electronic devices during the operation of a school bus, including but not limited to cell phones, pagers, audible radios, tape or compact discs without headphones, or any other electronic device in a manner that might interfere with the school bus communications equipment or the school bus driver's operation of the school bus.
12. Students are prohibited from using mirrors, lasers, flash cameras, or any other reflective devices in a manner that might interfere with the school bus driver's operation of the school bus.
13. Do not engage in any activity which might divert the driver's attention and cause an accident such as:
 - a. Loud talking or laughing, or unnecessary confusion.
 - b. Unnecessary conversation with the driver.
 - c. Extending any part of the body out of the bus windows or doors.
14. Pupils are not to pin or close bus doors at any time nor shall they regulate or operate any part of the bus.
15. Do not engage in any activity which might damage, cause excessive wear or litter to the bus or other property. The following activities are prohibited at all times:
 - a. Smoking, eating, possession or use of alcoholic beverages on the bus.
 - b. Spitting or throwing anything in or from the bus.
 - c. Bringing animals on the bus.
16. Pupils will not leave the bus on the way to school or home without permission of the driver. Driver will not give permission except in case of personal emergency, or upon request of the principal or pupil's parents. A written request is required.
17. Pupils must be courteous to drivers, to fellow students, and to passersby at all times.
18. Report promptly to the driver any damage done to the bus. Person causing damage shall be expected to defray its full cost.
19. All School Board Policies governing Student Discipline and Conduct will be observed.

Bus Violations-- Misconduct on the bus is subject to the same disciplinary measures as misconduct at school. When necessary, the principal or other responsible school system administrators may suspend or revoke riding privileges.

The age of the child and severity of the offense will be taken into consideration in the administration of the rules. In extreme cases, or to protect life and/or property, riding privileges may be revoked.

COUNSELING and GUIDANCE: The purpose of the counseling and guidance program is to provide help to students in academic, behavioral, emotional, and social areas. The counseling program includes individual counseling, group counseling, and classroom guidance. Parents are encouraged and welcomed to share concerns about their children with the counselor.

DRESS CODE (BOARD POLICY- JCDG)

GENERAL GUIDELINES

A student should:

1. Present an overall neat appearance.
2. Have clean and well-groomed body and hair.
3. Wear adequate and appropriate underclothing for all outfits.
4. Dress in outfits deemed appropriate for school wear.
5. Wear clothing of reasonable length, fit and cover.

EXTENDED DAY SERVICES: As a service to working parents in our community, many elementary schools offer **Prime Time**, an extended care program through our local YMCA, for students in grades PreK-5. The hours of operation on regular school days are 2:30-6:00 PM. Contact the YMCA at 985-1154 for application, fee information, and other concerns about Prime Time.

FIELD TRIPS: Parents will sign one parental consent form for all school field trips. Parents will be notified in advance of all field trips. Should parents not want their child to participate, they should contact their child's teacher 3 days prior to the field trip. Parents who chaperone an overnight field trip must provide a current background check to the supervising school.

GRADING: GRADING: Assessment of Kindergarten-2nd grade students will be based upon the NWEA May (Measures of Academic Progress) Assessment, and they will be prepared 3 times a year for families to review. Students in grades 3-12 will receive numerical grades. Formal parent report cards will be prepared at the end of each quarter. Parents are encouraged to stay in touch with their child's teachers about student progress.

HEALTH SERVICES:

1. General Health Services: School health services are provided to assist parents and teachers in promoting the health of the student to enable him/her to function to the maximum of his/her capabilities. A nurse promotes the health of students by providing vision, hearing, dental, and scoliosis screenings as deemed necessary; communicable disease control, counseling on individual health problems, and health education. The nurse also provides services for sick or injured students. The system's School Nurse Coordinator is also a health resource for students and staff. It is the parent/guardian's responsibility to complete an updated School Health Information form for each student annually. More than three nurse visits outside of regular scheduled visits to the clinic will be considered excessive and the student's parent/guardian may be contacted and referral made to the school counselor.

2. Notification of Illness: Before 9:00 a.m. please notify the school by phone if your child is ill, especially if the illness is a communicable condition such as flu, strep, Covid19, chicken pox, impetigo, scabies, measles, lice, bed bugs. **Keep students home if they have a fever, diarrhea, vomiting, or red, draining eyes. Parents should keep children at home until they are free of fever, vomiting, and diarrhea for 24 hours (without the use of medication to treat the symptoms such as Tylenol or ibuprofen).** If a student is injured or becomes ill at school, every effort will be made to contact the parent/guardian. If emergency treatment is required, proper steps will be taken to ensure the child receives necessary care. **Be sure to keep the school notified of changes in work or cell numbers for all contacts that are provided.**

3. Administration of Medication at School: All medications should be delivered to school by an adult. A written request and physicians' order must be provided for all prescription medication. They must also be in the proper labeled bottle provided by the pharmacy.

The school nursing staff can give over the counter medications **ONLY** if the medication is provided by the guardian. Schools do NOT stock these medications. The medications must be in the original container. A Short Term Medication form will need to be signed by the guardian for these to be given.

According to Georgia law, students are allowed to maintain Epi-pens and inhalers on their person provided proper release has been signed by the guardian.

Medication forms can be obtained from the school nurse are on the Colquitt County School System website at www.colquitt.k12.ga.us under Departments/Health Services.

IMMUNIZATIONS: All students must maintain current records of Georgia State Law required immunizations in the school office.

INFINITE CAMPUS PARENT PORTAL: Infinite Campus is the student information system software used in the Colquitt County Schools and warehouses student information, electronic gradebooks, and parent portal access. All parents who wish to access student information and grades online must complete an online registration form located on the school website under the link for "Families". You will need your child's student number, social security number, and date of birth to begin the process. You will receive an activation code and you will be redirected to a page to create your new account. In addition to viewing student grades and attendance, parents will be able to update student information such as addresses, phone numbers, emergency contacts, and email addresses. When updating your address, please provide a "Proof of Residence to your child's school. For more information, contact the school.

INTERNET POLICY: According to Colquitt County's policy # IFBG, students will:

1. Follow guidelines established in the Colquitt County School's Internet policy.
2. Acquire permission to use the Internet and assistance from an adult.
3. Not give personal information on the Internet.
4. Be trained before using the Internet in the classroom.

INVITATIONS: Invitations to outside student parties/activities may only be handed out at school if all class members receive an invitation.

LOST AND FOUND: *Please label all coats, sweaters, gloves and bookbags with your child's first and last name.*

Items will be kept in lost and found for two weeks. Lost and found will be located in the office and/or auditorium. After two weeks the items will be donated to Crossroads Mission.

MEAL PRICES FOR ALL SCHOOLS: ALL Colquitt County Schools participate in the Community Eligibility Program. ALL Colquitt County School students are eligible to receive a healthy breakfast and healthy lunch meal at **NO CHARGE** each day of the school year. No additional action is required of you. Your child(ren) will be able to participate in this meal program without having to pay a fee or submit an application.

Please note:

- Students can apply money to their student accounts at any time for extra servings, A La Carte items or second meals. However, School Nutrition will no longer charge items to students' accounts. Students must have money in hand at time of purchase or have money available on account to cover the purchase amount.
Parents can apply money to student accounts by sending it directly to the school cafeteria or by going on-line to **www.schoolcafe.com** to make a credit/debit card deposit.
- Student Second Meal and Adult Meal Prices: Breakfast \$2.50 and Lunch \$4.00
- For further assistance, please contact the School Nutrition office at 229-890-6228 or visit our webpage.

MOMENT OF SILENCE: The 1994 Georgia General Assembly passed the following legislation: In each public-school classroom, the teacher in charge shall, at the opening of school upon every school day, conduct a brief period of quiet reflection for not more than 60 seconds with the participation of all students therein assembled. Teachers and administrators shall not suggest or imply that students should or should not use the moment of silence for prayer, nor shall they deny to any student the right to use it for a moment of quiet prayer. Students and/or staff may not use

the moment of silence to audibly pray, singly or in unison. Colquitt County schools will observe this legislation each morning after the pledge to the American flag.

PARENTS' BILL OF RIGHTS- JRB-R

A parent of a minor child at any school within the district may exercise his or her parental rights using the following procedures:

1. A parent may review records relating to his or her minor child by contacting the office at his or her child's school requesting the same. A mutually agreeable time for parent record review will be scheduled during regular business hours.
2. A parent may learn about his or her minor child's courses of study, including, but not limited to, parental access to instructional materials intended for use in the child's classroom, by contacting the child's teacher and requesting the same. Such instructional materials will be made available for parental review during the first two weeks of each grading period, either online or on site upon a parent's request made during the review period.
3. A parent may object to instructional materials intended for use in his or her minor child's classroom or recommended by his or her minor child's teacher by contacting the principal in writing.
4. A parent may withdraw his or her minor child from the school's prescribed course of study in sex education if the parent provides a written objection to his or her child's participation. Parents will be notified in advance of the sex education course content and parents will be given the opportunity to opt his or her minor child out of participation by notifying the minor child's teacher in writing.
5. A parent may provide written notice that photographs or video or voice recordings of his or her minor child are not permitted, subject to applicable public safety and security exceptions, by notifying the minor child's school in writing upon the child's enrollment. *Pursuant to Georgia Code 20-2-7

PARENT/TEACHER CONFERENCES: If you wish to meet with teachers during the year, please call the office to schedule a meeting. Teachers should not interrupt instruction for unscheduled conferences.

PETS: Parents should plan with teachers before children bring pets to school. When prior arrangements are made with the teacher, parents may bring safe pets for a show and tell period and then take them home. Pets are not allowed on the bus at any time.

PHYSICAL EDUCATION: Physical education is a required class. Students will be excused from Physical Education only with a physician's statement.

PROHIBITED ITEMS: Toys, yo-yos, electronic games, skates, skateboards, footballs, baseball bats, baseball caps, sports cards, Pokemon cards, radios/tape recorders, etc. are not appropriate for school and should be left at home, unless permission is granted by a member of the staff. Prohibited items brought to school may be confiscated until the end of the school year.

Independent student use of personal electronic devices may be permitted for instructional purposes at the discretion of the attending school administration. Schools choosing to allow personal electronic devices will notify parents and provide a Bring Your Own Technology contract outlining all details. Cell phones, if brought to school, should be put away during the day and should be turned off. The school will not be responsible for lost or stolen phones.

RELEASING STUDENTS FROM SCHOOL: Neither the principal nor any school staff member should release a child to anyone without the consent of the parent. In the case where a court or judge has awarded full custody of the child and parental rights to one parent, the child is not to be released to the other parent without the consent of the parent who has legal custody.

RETENTION AND PROMOTION POLICY:

Each teacher shall be responsible for determining through a variety of assessments whether a student appears to be on grade level or achieving at a level which, with accelerated, differentiated, or additional instruction or interventions, would allow the student to perform at grade level by the conclusion of the subsequent school year. Where the teacher believes the student is not performing at such a level, the teacher must implement remediation efforts as set forth in regulations or procedures. Parents will be informed of promotion and retention requirements

in the student handbook or in other information disseminated to parents. A school-level team will review a student's performance prior to any decision to retain the student. Prior to a student's retention, the student's parents must be notified of the possibility of retention and given the opportunity to attend a meeting to discuss the matter. School-level promotion and retention decisions may be appealed to the Superintendent or designee. The Superintendent's decision shall be final.

STUDENT INFORMATION: Information that may be used in school related publications includes the student's name and photo. Any parent desiring that information regarding his/her child not to be made public should give written notice to the principal within two weeks, 10 school days, of enrollment.

STUDENT RECORDS: A student's school records are private and are protected from unauthorized inspection or use. A cumulative record is maintained for each student from the time the student enters the system until the student withdraws. This record moves with the student from school to school.

STUDENT RIGHTS: Student reporting of acts of sexual abuse or sexual misconduct by a school system employee: Any student (or parent/friend of a student) who has been the victim of an act of sexual abuse or sexual misconduct by a teacher, administrator, or other school system employee is strongly encouraged to make an oral report of the act to any teacher, counselor, or administrator at his/her school. "O.C.G.A. 20-2-751.7"

TARDINESS: To receive the maximum benefit from classroom and instructional participation, students must report to school on time each day. Students tardy for school are required to bring a written excuse the same morning. Excessive tardies may result in a referral to the Attendance Support Team.

TELEPHONE: School telephones are for business and emergency use only. Parents should make transportation plans for students prior to the school day. Calling the classroom to deliver messages disrupts vital instructional time. Students will not be interrupted from class to come to the phone.

VISITS TO SCHOOL: Parents are always welcome to visit our schools and are encouraged to do so during the school day. All visitors must report to the office to get a visitor's pass before visiting the classroom. Personal items that need to be delivered to a student should be brought to the office. If parents need specific information concerning their children, they should call the school and request a conference. By reserving a certain time, adequate attention and confidentiality can be preserved.

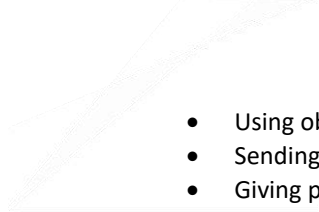
VOLUNTEERS: The Colquitt County School System welcomes volunteers in the classrooms. Individuals interested in registering to serve as a mentor should contact the Moultrie YMCA at 985-1154.

WITHDRAWAL FROM SCHOOL: Parents, legal guardians, or legal custodians should accompany students when withdrawing them from school. If this is not possible, written authorization should be secured from the parent, legal guardian, or legal custodian. The procedure for withdrawal is as follows:

1. Notify the school secretary that your child should be withdrawn on a certain date.
2. Return all school textbooks, library books, school property, and make sure all fees or fines are paid.
3. Records will be sent when requested by the new school the child is attending.

Colquitt County School District Network/Internet and Publication Information

Technology resources including school network access and Internet access are used in Colquitt County Schools as part of instructional activities. Colquitt County Schools takes every measure to protect students while using these resources as required and outlined by the Children's Internet Protection Act [Pub. L. No. 106-554 and 47 USC 254(h)]. A technology protection measure is in place to protect students while using these resources by blocking or filtering inappropriate websites at all schools. Students will be permitted to use these resources and will be expected to adhere to the Colquitt County Schools' Internet Acceptable Use Policy (Board Policy Descriptor Code: IFBG). Parents and students may access this policy by visiting the Colquitt County Schools online board policy manual at <http://tinyurl.com/bmjxpzb> or from your school office. The Acceptable Use Policy outlines best practices for school computer/technology use with specific emphasis on the following restricted activities:

- 
- Using obscene language
 - Sending or displaying offensive messages or pictures
 - Giving personal information, such as complete name, phone number, address or identifiable photo, without permission from teacher and parent or guardian
 - Harassing, insulting or attacking others
 - Damaging or modifying computers, computer systems, computer networks, or any school technology equipment
 - Violating copyright laws
 - Using others' passwords
 - Trespassing in others' folder, work or files
 - Intentionally wasting limited resources
 - Employing the network for commercial purposes, financial gain, or any methods deemed unlawful or unethical.

Violations may result in a loss of access as well as other disciplinary or legal action (Board policy and procedures on student rights and responsibilities).

In addition, Colquitt County Schools is committed to maintaining system and school websites that highlight the achievements of the faculty, staff, and students of all Colquitt County Schools by displaying photographs, videos, audio files, and/or student creations with possible student full name recognition. Students may also be asked to create accounts for educational websites. Parents or legal guardians of minor students (under 18 years of age) who wish to decline permission for his or her student to participate in instructional activities using these resources or who wish to decline permission to publish student photographs or student creations may complete the "Decline Internet Usage/Publication Form." These forms may be obtained from the Colquitt County Schools Technology Department website at <http://colquitt.k12.ga.us/Departments/Technology> or from the main office of each school.

The "Decline Network/Internet Publication or Use Form" must be submitted to the home school main office within 20 days of the beginning of school or the first day the student is enrolled.

COLQUITT COUNTY SCHOOLS - STUDENT BEHAVIOR CODE

Development of the Student Behavior Code

This code was developed in conjunction with Georgia school laws pertaining to student discipline in elementary and secondary public education outlined in the Official Code of Georgia Annotated (O.C.G.A.), commonly called the Georgia Code (specifically, O.C.G.A. § 20-2-730 – O.C.G.A. § 20-2-769). Such a code is mandated in O.C.G.A. § 20-2-735. The behavior code is reviewed on an annual basis. The revisions of the behavior code will go into effect on the first day of school each year.

When the Student Behavior Code Applies

The rules contained in the *Student Behavior Code* apply to students, both during and outside normal school hours, who are:

- On school system property
- Off school system property while attending a school activity, function, or event
- En route to or from school or school-related activities
- Off school system property if: (a) the student's off-campus conduct could result in the student's being charged with a criminal offense (or delinquent act) that would be a felony if committed by an adult and the off-campus conduct either makes the student's continued presence at school a potential danger to the educational environment or disrupts the school environment; or (b) the student's off-campus expressive behavior (including, but not limited to, written communication, internet postings, communication through social media, cyber bullying (threats or harassment), or texting) could reasonably be expected to come to the attention of school officials and create a substantial risk to the safety of students, staff or others and/or a risk of substantial disruption to the school, program, or, school environment.
- School bus stops

Explanation of Consequences

Detention

A requirement that the student report to a specific school location and make up work missed or to receive specific instruction in behavior modification. Detention may require the student's attendance before or after school.

Alternative Placement for Elementary Students

Temporary removal of a student from the regular classroom and assignment to another classroom or administrative office for a period of time deemed appropriate by school administration.

Short-Term Alternative Placement (In-School Suspension or ISS)

Removal of a student from the classroom to work in an isolated area staffed with school system personnel. While in this setting, the classroom teacher provides work for the student to complete. This is used sometimes in lieu of out-of-school suspension. The student is excluded from all school-sponsored and extracurricular activities while assigned to this setting.

Therapeutic Removal of a Student

A student may be sent home from school for therapeutic purposes. The principal or designee and the parent/guardian may agree that, in some instances, it may be better for a student to leave school temporarily. This time away from class should not be considered as suspension.

Suspension

Removal of the student from the school campus and exclusion from all school-sponsored activities, extracurricular activities, and course work required. Suspension by the school principal or designee shall not exceed 10 consecutive days. The disciplinary hearing officer or the Board of Education may only impose suspensions beyond 10 days after a due process hearing to determine guilt or innocence. A student suspended beyond 10 days may be afforded the opportunity to enroll in the alternative program.

Expulsion

The removal of a student from the school system for an extended period of time; or permanent removal by the Board of Education or through a disciplinary hearing. **Long-Term Alternative Placement**

A setting that a student may be offered when suspended from school for more than 10 days. The student is excluded from all school-sponsored and extracurricular activities while assigned to the alternative school (unless otherwise designated by the superintendent or designee). There are at least four ways a student may gain entry to this program:

- Through a disciplinary hearing process
- Through principal and parent/guardian agreement (proper waivers must be signed)
- By committing a third offense for bullying (applies to middle and high school students)
- By superintendent assignment (only for students in grades K-5)

Explanation of the Term "Possession"

A student is in "possession" of an illegal or prohibited item when it is found, or determined to be, in or on the person of the student, in his or her personal effects (including book bag, pocketbook, or athletic bag), located in the student's locker, in a student's vehicle (or a vehicle in which the student was transported), while the student is on school property or at any school event or function.

Discipline Incident Type Codes

CODE 01: ALCOHOL

Violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of intoxicating alcoholic beverages or substances represented as alcohol during the school year.

A student shall not possess, sell, use, transmit, consume, or be under the influence of any alcoholic beverage, stimulant, or intoxicant of any kind.

Disposition: Ranges from a Written Warning to Expulsion (Suspension time may be reduced if the student successfully completes a school-sponsored and approved intervention program.)

CODE 02: ARSON

Unlawful and intentional damage or attempted damage to any real or personal property by fire or incendiary device. Examples include firecrackers, fireworks, and trash can fire's (if they are contributing factors to a damaging fire.) Without a fire, firecrackers and fireworks are included in the Discipline Incident Type Code 23 (Weapons – Other.) This code does not include the simple act of lighting a match or lighter.

A student shall not cause or attempt to cause damage to any real or personal property by fire or any incendiary device.

Disposition: Ranges from a Written Warning to Expulsion - **Law enforcement will be called.**

CODE 03: BATTERY

Intentional and substantial physical harm or visible bodily harm to another. As used in the Georgia Code section for this offence, the term "visible bodily harm" means bodily harm capable of being perceived by a person other than the victim and may include, but is not limited to, substantially blackened eyes, substantially swollen lips, or other facial or body part, or substantial bruises to body parts.

This code is only used when the attack is very serious – enough to warrant calling the police.

Battery may include an attack with a weapon that causes serious bodily harm to the victim.

A student shall not cause or attempt to cause physical injury or behave in such a way as could reasonably cause injury to another person. A student shall not engage in verbal confrontation or other verbal misbehavior including insult, use of profanity, ethnic, racial, sexual, religious slurs, bullying, or harassment that might lead to this

offense. Any student who commits an act of physical violence against a teacher, administrator, school bus driver, or any other school employee shall be suspended pending a disciplinary hearing before a tribunal or hearing officer.

The Board of Education shall appoint members of the tribunal (which will consist of three certified educators) to determine all issues of fact and intent relative to the alleged incident of physical violence. The tribunal shall submit its findings of fact and intent, along with its recommendations of punishment, to the Board as required by O.C.G.A.

§ 20-2-751.6. The Board shall review the findings and recommendations of the tribunal and may follow the recommendation or impose penalties not recommended by the tribunal.

If the student is found guilty of this offense, the discipline shall be expulsion, long-term suspension, or short-term suspension. In cases where the act of physical violence results in physical harm, the student shall be expelled for the remainder of his/her eligibility to attend public school. If the student is in grades K-8, the Board of Education may, at its discretion and on the recommendation of the tribunal, permit such student to re-enroll in the regular public school program for grades 9-12. The Board of Education may permit the student to attend alternative school for the period of the student's expulsion.

Disposition: Ranges from a Written Warning to Expulsion - **Law enforcement will be called.**

CODE 04: BURGLARY (Not defined nor reported for student discipline.)

CODE 05: COMPUTER TRESPASS

The unauthorized use of a computer or computer network with the intent of deleting, obstructing, interrupting, altering, damaging, or in any way causing the malfunction of the computer, network, program(s), or data.

Students may not cause or attempt to cause damage to any computer hardware or software.

051 Violation of Computer Ethics

Stealing or copying software that is the property of the COLQUITT County Schools is strictly prohibited. Students are expected to fully comply with all components of the school system's technology usage agreement. Students who choose to abuse computer privileges are subject to disciplinary consequences. Any violation of the network usage agreement is considered a violation of this code.

Lap top computers and personal desk accessories are discouraged but may be allowed with administrative and teacher approval. Violation of any school rule with such a device will result in loss of privilege and may result in disciplinary consequences.

Disposition: Ranges from a Written Warning to Expulsion

CODE 06: DISORDERLY CONDUCT

Any act that substantially disrupts the orderly conduct of a school function; substantially disrupts the orderly learning environment; or poses a threat to the health, safety, and/or welfare of students, staff, or others.

If the action results in a more serious incident, report it in one of the following categories:

061 Misbehavior on the School Bus

In accordance with the law, any form of physical violence, bullying, physical assault, or battery is strictly prohibited on a school bus as it is on other school properties. Any form of verbal assault, disrespectful conduct, or unruly behavior will not be tolerated. Georgia law requires a meeting between the parent/guardian and school officials whenever a student is engaged in any form of bullying, physical assault, or battery on a school bus. This meeting will be for the purpose of assessing age-appropriate

disciplinary sanctions/penalties and for developing a behavioral contract specific to the inappropriate behaviors being targeted. This contract will be effective for the period of time set forth by the school administration. Behavioral contracts may be used for other bus misconduct as deemed appropriate by local school administration.

Any violation of the bus rules and anything that the driver deems unsafe or inappropriate will result in a verbal warning, assigned seating, and/or a written referral. All referrals are turned in to the Director of Transportation. The referral will be sent to the appropriate school electronically. Some actions may result in the student being suspended from the bus for a short period of time or expelled from the bus for serious behavior or safety issues.

The Director (or designee) have the authority to board any bus and address any safety/behavior issues that they observe, or when requested to do so by the school and/or driver. All transportation employees who enter a school bus should notify students of their name, position/title, and the reason for entering the bus.

The school system is committed to transporting students safely to and from school. All students are expected to behave appropriately while riding on the bus. To this end, students are expected to abide by these specific rules as well as those set forth by the Pupil Transportation Department or school administrators. Failure to do so will result in loss of rider privileges.

The bus driver has the authority to assign seats at any time. Drivers also have the authority to add additional rules as they deem necessary.

Students shall be prohibited from the following while on the school bus:

- Use of any electronic devices that might distract the school bus driver including but not limited to pagers, cell phones, audible radios, tape or compact disc players without headphones, or any other electronic device used in a manner that might interfere with school bus communication equipment or the school bus driver's ability to operate the bus; such devices will be confiscated and turned in to school administration if used
- Use of mirrors, lasers, flash cameras, or any other lights or reflective devices that might interfere with the driver's ability to operate the bus
- Transporting inflated balloons, large bouquets in glass containers, or any other large item (including large school projects or band instruments), that might create visual restrictions to the bus driver or block the aisle of the bus
- Use of alcohol, tobacco products, or any other substance deemed illegal or inappropriate within the CCSS Student Behavior Code
- Transporting weapons of any kind
- Use of loud, profane or abusive language, obscene gestures, or other unruly behavior; including but not limited to fighting, spitting, bullying, threatening, harassing, or taking objects that are not yours
- Falsifying or forging information
- Improper touching or public displays of affection
- Eating, drinking, (except water, which can be brought on the bus in a closed container), chewing gum, or littering
- Damaging seats or any other part of the school bus
- Throwing objects in the bus or out of a bus window/door
- Extending arms, head, or hands outside of a bus window/door or across the aisle
- Moving from seat to seat while the bus is in motion
- Bringing animals on the bus

Disposition: Ranges from a Written Warning to Expulsion (This could include suspension from the bus.)

063 *Disruptive Behavior*

064 *Repeated Violations/Misbehavior*

065 *Throwing Object*

No Student shall threaten to or intentionally:

- Occupy any school building, gymnasium, school grounds/properties or part thereof, with intent to deprive others of its use or where the effect thereof is to deprive others of its use; block the entrance or exit of any building or property (including any corridor or room thereof) so as to deprive others of access thereto; or block normal pedestrian or vehicular traffic on a school campus except under the direct instruction of the principal
- Prevent the convening of or force the disruption of any lawful mission, process, or function of the school by the use of any manner of violence, force, noise, coercion, treat, intimidation, fear, passive resistance, or any other conduct
- Burn or otherwise damage any school building or property
- Possess, discharge, display, or otherwise threateningly use any firearm, explosives, knives, or other weapons (or any object that can reasonably be construed as a weapon) on school premises
- Make noise or act in any manner so as to interfere seriously with the teacher's ability to conduct his/her class
- Refuse to identify oneself upon request of any teacher, principal, superintendent, school bus driver, or other authorized school personnel
- Make, or encourage others to make, prank phone calls; activate a fire alarm without justification; or falsely report a fire, bomb, terroristic act, or any other threat the student does not believe to exist
- Commit any act or crime of violence

Disposition: Ranges from a Written Warning to Expulsion

CODE 07: DRUGS (except alcohol or tobacco)

The unlawful use, cultivation, manufacture, distribution, sale, purchase, possession, transportation, or importation of any controlled drug or narcotic substance or equipment or devices used for preparing or using drugs or narcotics. Includes being under the influence of drugs or substances represented as drugs. Code includes over-the-counter medications if abused by the student.

A student shall not possess, sell, or transmit (or attempt to sell or transmit) any substance under the pretense that it is, in fact, a prohibited substance as described in this rule.

A student shall not possess, sell, or transmit (or attempt to sell or transmit) any illegal drug or drug

paraphernalia. Possession, sale, transfer, or use of prescription or non-prescription drugs can be a violation of this rule.

Misuse of prescription or non-prescription drugs shall be considered a violation of this rule.

Each school is assigned a nurse to oversee the clinic. All prescription and non-prescription drugs must be checked in and administered through the clinic. Use of a drug authorized by a medical prescription from a registered physician and taken in accordance with system guidelines shall not be considered a violation of this rule.

Any student who has asthma will be permitted to carry asthma medication prescribed by a physician on his/her person and self-administer it during school or at school-related activities as long as the school nurse has been notified and the appropriate paperwork has been filed as specified in Board policy.

Disposition: Ranges from a Written Warning to Expulsion-

(Suspension time may be reduced if the student successfully completes a school-sponsored and approved intervention program.) Law enforcement may be notified

CODE 08: FIGHTING

Mutual participation involving physical violence where there is no main offender and no major injury.

A student shall not cause or attempt to cause bodily injury or behave in such a way as could reasonably cause bodily injury to any person.

A student shall not make threatening, harassing, or intimidating remarks, gestures, or posturing toward any person that threatens the safety or well-being of that person or has the likelihood of provoking a fight. This includes but is not limited to fighting, use of profanity, or derogatory comments of ethnic, racial, sexual, or religious nature.

Disposition: Ranges from a Written Warning to Expulsion

081 Verbal and/or Physical Contact

Any mutual act of arguing or pushing among students that could lead to an actual fight.

Disposition: Ranges from a Verbal Reprimand to Out-of-School Suspension (May be referred to a counselor or social worker.)

CODE 09: HOMICIDE (Not defined nor reported for student discipline.)

CODE 10: KIDNAPPING (Not defined nor reported for student discipline.)

CODE 11: LARCENY/THEFT

The illegal taking of another person's property without that person's freely-given consent by taking, by deception, by conversion, by taking lost or mislaid property, or by receiving stolen property without threat, violence, or bodily harm. Included are pocket-picking, taking a purse or backpack, theft from a building, motor vehicle, coin-operated machine, or all other types of larcenies.

111 Petty Theft

Theft of an item or items with a total monetary value under the amount of \$500. Anything greater is grand theft.

A student shall not steal the property of another (or attempt to do so) and shall not possess, sell, use, or transmit (or attempt to possess, sell, use, or transmit) stolen property.

The school will file any incident involving theft of property valued at \$100 or more with local law enforcement. Incidents involving theft of property valued at less than \$100 may be reported. The reporting of such incidents is at the discretion of the school.

For purposes of reporting - burglary, breaking and entering, robbery, theft by taking or the attempt to do any of these acts - will be reported as a violation of this rule.

Disposition: Ranges from a Written Warning to Expulsion (Restitution may impact disposition.)

CODE 12: MOTOR VEHICLE THEFT (Not defined nor reported for student discipline.)

CODE 13: ROBBERY (Not defined nor reported for student discipline.)

CODE 14: SEXUAL BATTERY (Not defined nor reported for student discipline.)

CODE 15: SEXUAL HARASSMENT

The deliberate, repeated, and unsolicited physical actions, gestures, or verbal/written comments (including statements posted on or contained in internet postings, email, texts, social media, or other electronic communication) of a sexual nature when such conduct has the purpose or effect of interfering with a student's academic performance or creating an intimidating, hostile, or offensive learning environment. Examples include behaviors such as leering, pinching, grabbing, suggestive comments or jokes, or pressure to engage in sexual activity.

Harassment of any nature is not tolerated by the Colquitt County Schools and is a violation of this code and Board policy. Any student or staff member who feels they are the victim of harassment should follow the systematic steps for reporting a case of harassment as outlined in Board policy. All reports will be fully investigated and dealt with according to policy.

Disposition: Ranges from a Written Warning to Suspension (Requires a behavior contract; alternative school assignment is mandatory upon the third offense.)

CODE 16: SEX OFFENSES

Sexual intercourse, sexual contact, or other unlawful behavior/contact intended to result in sexual gratification without force or threat of force and where the victim is capable of giving consent. This includes indecent exposure and obscenity. Examples include entering or downloading pornographic content onto school computers.

161 Improper Touching/Public Display of Affection (PDA)

A student shall not perform any act of lewd or indecent exposure; lewd caressing or indecent touching/fondling of one's own body or that of another; shall not engage in any act of sexual contact; shall not engage in *streaking* or other display of nudity, or attempt to commit any act of indecent or lewd behavior. Public display of affection (PDA) is included under this rule.

Disposition: Ranges from a Written Warning to Expulsion

CODE 17: THREAT/INTIMIDATION

Fear of bodily harm through verbal or written threats (including statements posted on or contained in internet postings, email, texts, social media, or other electronic communication) without displaying a weapon or subjecting the person to an actual physical attack.

A student shall not threaten or intimidate another student, or any other person, located on school property or at a school-sponsored event.

Disposition: Ranges from a Written Warning to Expulsion

CODE 18: TOBACCO

Possession, use, distribution, or sale of tobacco products on school grounds, at school-sponsored events, and on transportation to or from school or a school-sponsored event.

A student shall not possess, transmit, or use tobacco products of any type, including without limitation smoking tobacco, chewing tobacco, snuff, e-cigarettes, liquid vapor smoking devices or similar devices, or smoking paraphernalia. A student shall not wear attire that advertises or refers to possession or use of tobacco. Such items found in a car, locker, purse, or book bag will be considered as *being in the possession of* the student.

Disposition: Ranges from a Written Warning to Expulsion

CODE 19: TRESPASSING

Entering or remaining on a public school campus or school facility without authorization or invitation and with no lawful purpose for entry. Includes students under suspension or expulsion and unauthorized persons who enter or remain on campus after being directed to leave by the chief administrator/designee.

Students shall not enter or remain on a public school campus or school facility without authorization or invitation.

Disposition: Ranges from a Written Warning to Expulsion

CODE 20: VANDALISM

The willful and/or malicious destruction, damage, or defacement of public or private property, real or personal, without the consent of the owner or the person having custody or control of it. Examples include graffiti, carving initials or words in desktops, or spray-painting walls of buildings.

A student shall not cause or attempt to cause damage to property. The school will file any incident involving damage of property valued at \$100 or more with local law enforcement. Incidents involving damage of property valued less than \$100 may be reported. The reporting of such incidents is at the discretion of the school.

Disposition: Ranges from a Written Warning to Expulsion (Restitution may impact disposition.)

CODE 21: WEAPONS – FIREARMS (See Code 25 and Code 26)

CODE 22: WEAPONS – KNIFE

The possession, use, or intention to use, any type of knife (including a pocket or pen knife) to inflict harm on another person or to intimidate any person.

A student shall not possess, handle, supply to another, use, or threaten to use a weapon. The term *weapon* in this case includes (without limitation): a knife of any type with a blade of two inches (2") or longer, razor, box cutter, any martial arts device, sword, machete, or other tool or device used to inflict harm, or any other object that reasonably can be considered a weapon.

When it is the first offense of this code type and the student has in his/her possession a weapon that, in the opinion of the principal, is not inherently an offensive weapon (example: fingernail file, clippers or scissors) and where there is not a threat or actual confrontation, the principal may handle such violation internally once he/she consults with the superintendent and receives permission to handle the matter internally.

Disposition: Ranges from a Written Warning to Expulsion - **Law enforcement will be called.**

CODE 24: OTHER DISCIPLINE INCIDENT

Any other discipline incident for which a student is administered corporal punishment, in-school suspension, out-of-school suspension, expelled, suspended from riding the bus, assigned to an alternative school, referred to court/juvenile system authorities, or removed from class at the teacher's request.

245 Other Conduct Subversive to Good Order

A student shall not perform any other act that is subversive to good order and discipline in the schools. This includes but is not limited to violation of local school rules, violation of state and federal law, providing false information to school personnel, actions that are ethnically and racially inflammatory, loitering or trespassing, community misconduct that would be so serious as to pose a threat to the school community, or student being criminally charged with a felony (which makes the student's continued presence at school a potential danger to persons or property of the school or disrupts the educational process).

Disposition: Ranges from a Written Warning to Expulsion

2410 Chronically Disruptive Student

A student who continually disrupts or repeatedly violates other school rules may be charged with repeated violations of school rules or behavior. This code applies after remediation attempts (including consideration of the Pyramid of Intervention) have been utilized.

Disposition: Ranges from a Written Warning to Expulsion

CODE 25: WEAPONS - HANDGUN

Possession of a firearm which has a short stock and is designed to be held and fired by the use of a single hand, and any combination of parts from which a firearm described above can be assembled.

A student may not possess, transmit, sell, or attempt to sell, discharge, or threatening to discharge any firearm while on school grounds or while attending any school function. This rule deals specifically with handguns and any paraphernalia associated with them or their use.

Disposition: Ranges from Long-Term Suspension to Expulsion - **Law enforcement will be called.**

CODE 26: WEAPONS – RIFLE/SHOTGUN

Rifle - a weapon designed or redesigned, made or remade, and intended to be fired from the shoulder; or designed or redesigned, made or remade, to use the energy of an explosive to fire only a single projectile through a rifled bore for each single pull of the trigger.

Shotgun - a weapon designed or redesigned, made or remade, and intended to be fired from the shoulder; or designed or redesigned, made or remade, to use the energy of an explosive to fire through a smooth bore either a number of ball shot or a single projectile for each single pull of the trigger.

A student may not possess, transmit, sell, or attempt to sell, discharge, or threatening to discharge any firearm while on school grounds or while attending any school function. This rule deals specifically with *rifles* or *shotguns* and any paraphernalia associated with them or their use.

Disposition: Ranges from Long-Term Suspension to Expulsion - **Law enforcement will be called.**

CODE 27: SERIOUS BODILY INJURY

Bodily injury which involves a substantial risk of death, extreme physical pain, protracted and obvious disfigurement, or protracted loss or impairment of the function of a bodily member, organ, or mental faculty.

A student shall not cause (or attempt to cause) serious bodily injury or behave in such a way as could reasonably cause serious bodily injury to any person. A student shall not cause (or attempt to cause) an injury that involves substantial risk of death, extreme physical pain, protracted and obvious disfigurement, or protracted loss or impairment of the function of a bodily member, organ, or mental faculty.

Disposition: Ranges from Long-Term Suspension to Expulsion - **Law enforcement will be called.**

CODE 28: OTHER FIREARMS

Firearms other than handguns, rifles, or shotguns as defined in 18USC921. This includes any weapon (including starter gun) which will (or is designed to or may readily be converted to) expel a projectile by the action of any explosive; the frame or receiver of any such weapon; any firearm muffler or firearm silencer; any destructive device, which includes any explosive, incendiary, or poison gas (i.e. bomb, grenade, or rocket having a propellant charge more than 4 ounces, missile having an explosive or incendiary charge of more than ¼ ounce, mine, or similar device;) any weapon which will (or which may be readily converted to) expel a projectile by the action of an explosive or other propellant and which has any barrel with a bore of more than ½ inch in diameter; any combination of parts either designed or intended for use in converting any device into any destructive device described above and from which a destructive device may be readily assembled.

A student may not possess, transmit, sell, or attempt to sell, discharge, or threatening to discharge any firearm while on school grounds or while attending any school function. This rule deals specifically with all firearms other than handguns, rifles, or shotguns as defined in 18USC921 and any paraphernalia associated with them or their use.

Disposition: Ranges from Long-Term Suspension to Expulsion - **Law enforcement will be called.**

CODE 29: Bullying

In accordance with O.C.G.A. § 20-2-751.4, bullying means an act that occurs on school property, on school vehicles, at designated school bus stops, or at school related functions or activities, or by use of data or software that is accessed through a computer, computer system, computer network, or other electronic technology, whether or not such electronic act or communication is on school property or is through the use of school equipment, that is:

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

A student shall not transmit any electronic communication that has the effect of bullying another student, including but not limited to sending e-mail or text messages, or making website postings (e.g., postings on Facebook, Twitter, or YouTube). This prohibition applies to cyberbullying that occurs on campus and, if the following conditions are met, to cyberbullying that occurs off-campus if the electronic communication (1) is directed specifically at students or school personnel, (2) is malicious or for the purpose of (i) threatening the safety of those individuals specified or (ii) substantially disrupting the orderly operation of the school or other program, and (3) creates a reasonable fear of harm to the students' or school personnel's person or property or has a high likelihood of succeeding in that purpose.

Georgia Law requires the following once an allegation of bullying has been made:

- Immediate investigation by school administration;
- Notification of the parents of all parties involved, bully and victim;
- Discipline with age appropriate consequences; and
- Follow-up with both the bully and victim to ensure issues are being resolved.

Any student who knowingly files a false report of bullying is guilty of such and will be punished under the existing disciplinary provisions. Retaliation toward a person who makes a report is prohibited.

Georgia Law requires mandatory assignment to alternative school for any student in grades 6-12 who is found guilty of bullying for a third (3rd) time in a school year and authorizes local boards of education to assign students who have committed bullying actions to a school outside the student's attendance area.

Law enforcement personnel will be contacted when a student allegedly commits a physical assault or battery on another student or school employee.

Disposition: Ranges from a Written Warning to Suspension

291 Racial Harassment

A student shall not make deliberate, repeated, and unsolicited physical actions, gestures, or verbal/written comments of a racial nature, when such conduct has the purpose of affecting or interfering with a student's academic performance or creating an intimidating, hostile, or offensive learning environment. A student shall not encourage, urge, or counsel other students to violate this rule.

Harassment of any nature is not tolerated by the Colquitt County Schools and is a violation of this code and Board policy. Any student or staff member who feels they are the victim of harassment should follow the systematic steps for reporting a case of harassment as outlined in Board policy. All reports will be fully investigated and dealt with according to policy.

Disposition: Ranges from Detention to Suspension

292 Religious Harassment

A student shall not make deliberate, repeated, and unsolicited physical actions, gestures, or verbal/written comments about a student's religious beliefs/preferences when such conduct has the purpose of affecting or interfering with a student's academic performance or creating an intimidating, hostile, or offensive learning environment. A student shall not encourage, urge, or counsel other students to violate this rule. Harassment of any nature is not tolerated by the Colquitt County Schools and is a violation of this code and Board policy. Any student or staff member who feels they are the victim of harassment should follow the systematic steps for reporting a case of harassment as outlined in Board policy. All reports will be fully investigated and dealt with according to policy.

Disposition: Ranges from Detention to Expulsion

293 Disability Harassment

A student shall not make deliberate, repeated, and unsolicited physical actions, gestures, or verbal/written comments about a student who has a disability when such conduct has the purpose of affecting or interfering with a student's academic performance or creating an intimidating, hostile, or offensive learning environment. A student shall not encourage, urge, or counsel other students to violate this rule.

Harassment of any nature is not tolerated by the Colquitt County Schools and is a violation of this code and Board policy. Any student or staff member who feels they are the victim of harassment should follow the systematic steps for reporting a case of harassment as outlined in Board policy. All reports will be fully investigated and dealt with according to policy.

Disposition: Ranges from Detention to Expulsion

CODE 30: OTHER - ATTENDANCE RELATED

Repeated or excessive unexcused absences or tardies; including failure to report to class, skipping class, leaving school without authorization, or failure to comply with disciplinary sanctions

301 Tardy to School or Class

A student shall not be absent from or tardy to school or any class or other required school function during school hours except for illness or other providential cause, except with the written permission of the teacher, principal, or other duly authorized school official; nor shall a student encourage, urge, or counsel other students to violate this rule.

Disposition: Ranges from Detention to Suspension pending a disciplinary hearing

302 Absent Without Leave (AWOL)

A student shall not leave school grounds prior to the end of the day (after his/her initial arrival on campus) without the written permission of a teacher, principal, or other duly authorized school official; nor shall a student encourage, urge, or counsel other students to violate this rule.

Disposition: Ranges from a written reprimand and loss of driving privileges to suspension pending a disciplinary hearing

CODE 31: OTHER – DRESS CODE VIOLATION

Violation of school dress code that includes standards for appropriate school attire.

311 Dress Code Violation

The school administration is authorized to determine appropriate dress for the school setting. Each school has determined (by committee) the appropriate dress for their school. The specific dress code for each school is outlined in the student agenda book (or by whatever means the school chooses to convey important student information). The school administration is responsible for enforcement of the school

dress code and has at their discretion the right to assign the appropriate disposition for those students who violate the school dress code.

Disposition: Ranges from a Written Reprimand to Suspension

CODE 32: ACADEMIC DISHONESTY

Receiving or providing unauthorized assistance on classroom projects, assignments or exam

321 Academic Dishonesty

Any student who cheats (which includes both accepting from, and giving information to, others), utilizes any form of illegal academic aid during testing or on specified assignments, or changes answers/grades is in violation of academic ethics and is subject to disciplinary consequences. Plagiarism is considered a violation of this rule. Consequences for violation are at the discretion of school administration and/or teacher. Student may be referred to the Pyramid of Intervention.

Disposition: Ranges from a Written Reprimand to Expulsion

CODE 33: OTHER – STUDENT INCIVILITY

Insubordination or disrespect to staff members or other students; includes but is not limited to refusal to follow school staff member instructions, use of vulgar or inappropriate language, and misrepresentation of the truth

331 Refusal to Follow Instructions/Direction

332 Disrespectful Behavior

333 Profanity or Obscene Language/Gestures

A student shall not make threatening, harassing, or intimidating remarks, gestures, or posturing toward any person, which threatens the safety or well-being of that person or has the likelihood of provoking a fight. This includes but is not limited to fighting, use of profanity, or derogatory comments of an ethnic, racial, sexual, or religious nature.

Disposition: Ranges from Short-Term Suspension to Expulsion

334 Providing False Information/Forgery

A student shall not forge another person's signature, present a document with a forged signature, or give false identification/information to any school official or representative for any purpose including falsifying, misrepresenting, omitting, or erroneously reporting information regarding instances of alleged inappropriate behavior by a teacher, administrator, or other school employee toward a student. Consequences for violation are at the discretion of school administration.

Disposition: Ranges from a Written Reprimand to Expulsion

335 Failure to Comply With Assigned Discipline

A student shall comply with directions, commands, or assigned discipline of teachers, student teachers, substitute teachers, paraprofessionals, principals, school bus drivers, and other authorized school personnel.

Disposition: Ranges from a Written Reprimand to Expulsion

CODE 34: OTHER – POSSESSION OF UNAPPROVED ITEMS

The use or possession of any unauthorized item disruptive to the school environment. *(Note: The use of fireworks or incendiary devices must be coded as Arson.)*

341 Possession/Transmission of Prohibited Items

A student shall not possess any form of laser pointer, pocket pager, or any two-way radio during the school day. Cell phones and other electronic devices may be used at the discretion of the principal and teacher for instructional activities or health reasons only.

Disposition: Ranges from Confiscation of the Device to Expulsion

CODE 35: GANG - RELATED

Any group of three or more students with a common name or common identifying signs, symbols, tattoos, graffiti, or attire which engage in criminal gang activity (O.C.G.A. § 16-15-3)

Disposition: Ranges from a Written Reprimand to Expulsion

CODE 36: REPEATED OFFENSES

Collection of offenses not previously assigned a state reportable action that occurs on a single or across multiple school days that leads to a state reportable disciplinary action.

Disposition: Ranges from a Written Reprimand to Expulsion

CODE 40: OTHER- NON-DISCIPLINARY INCIDENT

This code is used exclusively for the reporting Physical Restraint. When the INCIDENT TYPE = '40', then the ACTION CODE must = '95' for Physical Restraint. Do not report a Teacher ID when Incident Code is "Other Non- Disciplinary Incident."

Disposition: Ranges from a Written Reprimand to Expulsion

CODE 42: Electronic Smoking Device

Any device used to deliver nicotine or any other substance intended for human consumption that may be used by a person to simulate smoking through inhalation of vapor or aerosol from the device.

Disposition: Ranges from a Written Reprimand to Expulsion

CODE 44: Violence Against a Teacher

Intentional physical attack against a teacher with the intent to cause bodily harm resulting in severe injuries or any physical attack against a teacher. Violence against other school personnel should be reported as Battery (03) – Level 3.

Disposition: Ranges from Short-Term Suspension to Expulsion

Questions regarding the **CCSS Student Behavior Code** should be directed to the Office of Student Services, 229-890-6200.

All major offenses including but not limited to drugs and weapon offenses can lead to schools being named an unsafe school according to SBOE Rule 160-4-8-16.

DISCLAIMER

Any policy or procedural changes that take place after the publishing of the student handbook will be sent home with the student. Such changes will supersede what may be listed in the student handbook

EQUITY COMPLIANCE

Federal Law prohibits discrimination on the basis of race, color, or national origin (Title VI of the Civil Rights Act of 1964); (Title IX of the Educational Amendments of 1972 and the Carl D. Perkins Vocational and Applied Technology Act of 1990); or disability (Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990) in educational programs or activities receiving federal financial assistance.

Employees, students and the general public are hereby notified that the Colquitt County Board of Education does not discriminate in any educational programs or activities or in employment policies. The Colquitt County Board of Education recognizes the model rights and procedural safeguards of the Georgia Department of Education regarding parent rights under Section 504.

The following individuals have been designated as the employees responsible for coordinating the Board's efforts to implement this nondiscriminatory policy:

Perkins Act	Tim Hobbs, Director of Vocational Education
Title VI	James Harrell, Assistant Superintendent of Human Resources
Title VII	James Harrell, Assistant Superintendent of Human Resources
Title IX Gender Equity	Dr. Irma Townsend, Assistant Superintendent of Student Services
Section 504	Dr. Irma Townsend, Assistant Superintendent of Student Services
ADA	Amanda Horne, Executive Director of Program for Exceptional Children
ADEA	James Harrell, Assistant Superintendent of Human Resources

Inquiries concerning the application of the Perkins Act, Title VI, Title IX, Section 504 or ADA to the policies and practices of the Board may be addressed to the persons listed above at the following address:

Colquitt County Board of Education
PO Box 2708
Moultrie, GA., 31776;

Concerns may also be addressed at the following locations:

Regional Office for Civil Rights
Atlanta, GA., 30323

Director, Office of Civil Rights
Education Department
Washington DC, 20201.

COLQUITT COUNTY HIGH SCHOOL

INFORMATION GUIDE

IF YOU NEED:

504/SST
Accident Insurance Claim Form
ADAP card
Advice about schedule
Athletics
Attendance information
Audio Visual Aids
Buses
Certificate of Enrollment
Dual Enrollment
Coastal Plains
Grievances
Hospital/Homebound
IDEA
technical colleges
Leaving school early
Lost and found
Medical attention
Parking permits
Reporting theft or vandalism
Scholarships
Student ID's
Student Issues
Tardy pass
Technology
Transcript request
Career Technical Agricultural Education
Withdrawal from school

GO TO:

Assistant Principals
Main Office (2nd Floor)
Counselors' Corner
Counselors' Corner
Athletic Director
Attendance Clerk
Media Center
Assistant Principals
Counselors' Corner
School Counselors
School Counselors
School Counselors
Attendance Clerk
Assistant Principals Information about colleges and
Counselors' Corner
Attendance Clerk
School Counselors
School Nurse
Assistant Principals
Assistant Principals
Counselors' Website
School Counselors
Assistant Principals
Attendance Clerk
Testing Office/Media
Counselors Corner
CTAE Director
Graduation Coach

School Counselors

Counselor Alphabet Assignments:

Ms. Brown: A – D
Ms. Crenshaw: E – K
Mr. Harrison: L – Ri
Ms. Megahee: Rj - Z

CCHS OFFICE TELEPHONE LIST

Location	Phone	Extension
<u>Attendance Office</u>		
M. Bautista, Receptionist	890-6141	23000
R. Haynes, Attendance	890-6144	23029
<u>2nd Floor Main Office</u>		
L. Bankston, Principal's Secretary		23021
D. Chappuis, Principal		23001
A. Hiers, Assistant Principal/Testing Coordinator		23007
<u>CTAE Office</u>		
B. Stone, Secretary	890-6162	23025
T. Hobbs, CTAE Director		23005
M. Moon, Work-Based Learning		23182
<u>1st Floor AP</u>		
M. Alvarado, Secretary		23022
M. Nixon, Bookkeeper		23124
R. Williams, Assistant Principal/504/SST Coordinator		23002
<u>Athletic Office</u>		
L. Brooks, Secretary	890-6252	23026
C. Edwards, Athletic Director/Athletic Discipline		23006
C. Pitts, Assistant Athletic Director		23019
<u>2nd Floor AP</u>		
C. Horne, Assistant Principal/AP Coordinator		23008
<u>3rd Floor AP</u>		
G. Tillery, Assistant Principal		23003
<u>4th Floor AP</u>		
M. Baker, Assistant Principal		23004
<u>Counseling Office</u>		
T. Conner, Secretary	890-6145	23020
D. Megahee, Counselor		23017
J. Harrison, Counselor		23013
M. Crenshaw, Counselor		23012
S. Brown, Counselor		23011
T. Perryman, Nurse		23050
W. Hall, Nurse		23050
R. Gay, Graduation Coach		23015
R. Brown, Registrar		23014
B. Tillery, Asst. Registrar		23018
L. Hill, Social Worker		23016

Colquitt County High School
Bell Schedule 2022-2023

7:45 - 8:10 Teacher Collaboration/Office Hours

8:20 - 9:45 1st Block (85 minutes)

9:50 - 10:15 Intervention/Advisement (25 minutes)

10:20 - 11:45 2nd Block (85 minutes)

11:50 - 1:45 3rd Block/Lunch (85 minutes)

- 11:50-12:15 First Lunch
- 12:20-12:45 Second Lunch
- 12:50-1:15 Third Lunch
- 1:20-1:45 Fourth Lunch

1:50 - 3:15 4th Block (85 minutes)

Student Checkout:

Regardless of the students' age, a note from a parent/guardian must be presented for early dismissal from school. The note should contain the student's name, time for dismissal, reason, the parent/guardian's signature, and the telephone number where the parent/guardian may be reached. The note must be presented at the front office prior to checkout and the student will receive a dismissal slip (blue slip).

Any student leaving early must sign out in the attendance office. Students who drive must present the dismissal slip signed by the attendance clerk at the Welcome Center to exit. Students who do not drive must be signed out from the attendance office by a parent/guardian listed in the student directory.

- No student checkouts are permitted after 3:00 pm
- Parents/Guardians must come into the attendance office to check students out
- Parent/Guardian must show a valid ID to check students out and be verified on the student's checkout list in Infinite Campus
- Parents/Guardians must submit written documentation that will be verified by the attendance office prior to checkout. Email, phone calls and faxes will not be accepted as documentation for student checkout. Failure to submit a parent note (written documentation) will result in the parent/guardian having to check the student out in person through the attendance office.
- Students will not be called to the attendance office for check out until the parent/guardian arrives at the attendance office in person to check out or a parent note is confirmed. Please refrain from calling or texting students while in class to come to the office.

Late Bus:

Students who arrive late on a school bus should report to the staff member on duty in the cafeteria for a late bus pass. Students tardy or absent because of a late bus will be counted present and allowed to make up missed work.

Tardy Policy:

Students who report to school after 8:20 a.m. must report to the Attendance Office for admission to class. Students will receive a tardy pass (Refer to Rule 30).

Classroom doors will be shut at the sound of the tardy bell. Any student not inside the classroom at the tardy bell is considered late and will be marked tardy by the classroom teacher.

Upon receiving a 4th tardy, the student is referred to an administrator for appropriate discipline. Disciplinary referrals will continue to accrue every 4th tardy. **Tardy totals are counted per class, not per incident.**

1st Offense (1 tardies)	Warning
2nd Offense (2 tardies)	Warning
3rd Offense (3 tardies)	Parent Contact by teacher
4th Offense and subsequent (4 tardies)	1 Day ISS assigned by administrator

GRADUATION REQUIREMENTS

Class of 2023, 2024 and 2025: Students must earn a total of 23 credits.

- 4 units of English
- 4 units of Science
- 4 units of Mathematics
- 3 units of Social Studies
- 3 units (at least) required from World Language* and/or Career Technical and Agricultural Education and/or Fine Arts
- 1 unit health/personal fitness
- 4 units (minimum) additional elective or other course credits

*Students planning to enter or transfer into a University System of Georgia Institution must take a minimum of two units of the same World Language.

Class of 2026 and beyond: Students must earn a total of 24 credits and complete a CTAE, World Language, Adv. Academic and or Fine Arts Pathway.

- 4 units of English
- 4 units of Science
- 4 units of Math
- 4 units of Social Studies
- 1 unit of Health/Personal Fitness
- 3 units required from World Language and/or Career Technical and Agricultural Education and/or Fine Arts
- 4 units (minimum) additional elective or other course credits

*Students planning to enter or transfer into a University System of Georgia Institution must take a minimum of two units of the same World Language.

Early Graduation

Students may apply for early graduation if they have completed all requirements for graduation after seven semesters (December of Senior year). The application must be completed by August 31st prior to the December of anticipated graduation. Once a student has been approved, they must meet all requirements for graduation and then they will be marked as graduated in Infinite Campus at the conclusion of the semester. Once graduated, students may not participate in extra-curricular activities, clubs or prom (must be invited as a guest) and the student will not be eligible for consideration for valedictorian or salutatorian. The student may choose to participate in the graduation ceremony in May with their class. Applications may be obtained from the student's guidance counselor and must be approved by the principal.

Graduation Exercise

In order to participate in the graduation ceremony, a student must have completed the core curriculum and credit requirements. A student must have earned a minimum of 23 units in the required subjects (class of 2023, 2024 and 2025).

- The principal must approve any exceptions to the above requirements.
- All other students who meet graduation requirements at the end of summer will be offered a ceremony at a later date.
- Graduation practice is mandatory for all graduates.

Grade Promotion Requirements

At CCHS, you must have:

- 5 units of credit to be classified as a second year student (10th).
- 11 units of credit to be classified as a third year student (11th).
- 17 units of credit to be classified as a fourth year student (12th).

Units of credit are calculated at the end of each school term and will include all credits/credit recovery earned from attending Summer School courses.

6-12 GRADING AND REPORTING GUIDELINES FOR COLQUITT COUNTY SCHOOLS

Grade Distribution

Semester Grade

(Earned after 18 weeks of instruction)

Informal= 30%

- *Daily class work, homework, quizzes*

Formal = 50%

- *Tests, project-based learning activities, extensive essays, & labs*
- *If a Final Exam is given, it COUNTS 20% of the Yearly Average.*
- *No midterm category*

EOC/EOP Course Finals – 20%

In an EOC or EOP tested course, the EOC or EOP will count as 20% of the student's grade. Students in EOC or EOP courses will take an exam during the final exam period that will count in the Formal Category.

CCHS Grading System

A = 90-100

B = 80-89

C = 70-79

F = Below 70

- CCHS does not assign D's.
- Only numeric grades are recorded and maintained.
- Report card grades cannot exceed 100; however, CCHS will continue to calculate a weighted GPA for the purpose of rewarding students who take the most rigorous curriculum, identifying Valedictorian & Salutatorian, identifying class rank, and identifying Honor and Merit Graduates.
 - AP and AP-equivalent DE courses receive 10 additional points.
 - Honors courses receive 5 additional points.
- For the Class of 2023, 2024 and 2025, letter grades received for Dual Enrollment Courses will be recorded in Infinite Campus as follows:
 - A = 99
 - B = 89
 - C = 79
 - D = 69
- For the Class of 2026 and beyond, letter grades received for Dual Enrollment Courses will be recorded in Infinite Campus as follows:
 - A = 95
 - B = 85
 - C = 75
 - D = 65

*If a student has a higher grade in a dual enrollment class, it is the student's responsibility to bring the final numeric grade to the registrar. Once confirmed, the grade will change to reflect the earned grade on the student's transcript.

Exemptions from Final Procedures

All Students

1. The student has a class average of 85 or higher at the end of the semester.
2. The student has 5 or fewer absences (this includes excused and unexcused) for the semester – school business, extra-curricular activities and quarantines do not count toward the total.
3. The student has not been assigned to ISS (during the period they wish to exempt) or OSS.
4. The student has not been referred to administration for Academic Dishonesty (see *Code 32*) in the course.

Late Work (Not due to an absence)

Students have 3 school days to turn in late work; however, the late work will incur the following penalties:

- 1 day late - minus 10 points
- 2 days late - minus 20 points
- 3 days late - minus 30 points

Make-up Work due to Absences

Make-up Work: Students have 3 school days to make up work that occurs on the day of an absence (**unexcused or excused**) for full credit. Students may still make up work beyond the 3 school days; however, the assignment will incur penalties:

- work made up by 3rd day - no penalty
- 4th day - minus 10 points
- 5th day - minus 20 points
- 6th day - minus 30 points

Missing Assignments: Teachers will note missing assignments in Infinite Campus with an “M.” After **three (3) school days**, the “M” (which calculates as a 0% in the gradebook) will be changed by the teacher to a 0%.

Grade Repair, Course Completion, and Unit Recovery Procedures

Grade Repair: Students who make a 60 or above in an academic course may repair a failed course through Grade Repair during the first 15 school days after the course ends. Upon successful completion, the student’s grade will be changed to a 70.

Credit Recovery: Students may complete whole courses they have previously failed or a course they did not complete via Credit Recovery using an online course platform (i.e. Edgenuity). The student’s earned grade will appear as a new line on the transcript. The failing grade also remains.

Suspensions (OSS) and Make-Up Work

Students are strongly encouraged to complete make-up work assigned during suspension. Work must be made up within the same grading period.

Parent Portal

Grades are available 24/7 online through Parent Portal or your student’s Campus Portal account. If you are a parent/guardian and would like access, please go to the Parent Portal Registration link located under the Resources (for Parents) tab at www.colquitt.k12.ga.us and follow the instructions.

HONOR & MERIT GRADUATES

The status of Honor Graduate will be awarded to those seniors who achieve a cumulative grade point average of 93.00 or above, with no rounding up. The grade point average will be calculated at the 9th week of the student's second semester of their senior year for all grades in all courses.

Honor Graduate Requirements

1. Students must take a minimum of nine (9) Honors, dual enrollment (from 4 core content areas), and/or AP courses during their high school career.
2. Must be a full-time student.
3. The Salutatorian and Valedictorian will come from this group.

*A student's GPA begins when they receive high school credit for completed course work, and this cumulative GPA is calculated for Valedictorian, Salutatorian, Honor, and Merit graduate status.

Merit Graduates

The status of Merit graduate will be awarded to those seniors who achieve a cumulative grade point average of 90.00 or above with no rounding up. The grade point average will be calculated at the 9 week grading period of the student's second semester of the senior year using all grades in all courses.

Valedictorian

The Colquitt County High School Valedictorian will be the senior with the highest cumulative grade point average. The grade point average will be calculated at the 9th week of the student's eighth semester using all grades in all courses. Grades earned prior to ninth grade will be used in the grade point calculation only if the student was awarded Carnegie unit credit for the course. A senior student with dual enrollment credit is eligible for Valedictorian/Salutatorian, unless the student moves into the local school system after his or her sophomore year and has not taken any courses on site at the participating eligible high school. In order to be eligible for the status of Valedictorian, the senior student must be enrolled at Colquitt County High School for a minimum of four (4) semesters immediately before graduation.

Salutatorian

The Colquitt County High School Salutatorian will be the senior with the second highest cumulative grade point average. The grade point average will be calculated at the 9th week of the student's eighth semester using all grades in all courses. Grades earned prior to ninth grade will be used in the grade point calculation only if the student was awarded Carnegie unit credit for the course. A senior student with dual enrollment credit is eligible for Valedictorian/Salutatorian, unless the student moves into the local school system after his or her sophomore year and has not taken any courses on site at the participating eligible high school. In order to be eligible for the status of Salutatorian, the senior must be enrolled at Colquitt County High School for a minimum of four (4) semesters immediately before graduation.

STATE REQUIRED TESTING

The State Board of Education requires that students take certain tests prior to receiving credit and/or prior to earning a high school diploma and graduating from high school. The use of cell phones and other electronic devices are strictly prohibited during any testing.

End of Course Assessments (EOC)

EOC's measure the statewide curriculum of specified high school courses in order to ensure that high academic standards are being met in all Georgia high schools. These tests inform students, parents, educators and the community about the achievement of Georgia students in the specified courses. Senate Bill 367 proposes that students in grades 9 - 12 take one end-of-course assessment in each of the four core subjects as determined by the state board. Writing performance will be assessed once in grades 9 - 12 and may be embedded within one of the four end-of-course assessments. Updated information regarding EOCs for 2022-2023 will be shared on the school website upon release by the Georgia Department of Education.

The EOC will count 20% of the student's grade for the course. If the student does not take the EOC on either the regularly scheduled or make-up date, then the student will have to test at the next available testing window or they may lose credit for the course and may have to take the entire course over. Failure to take the test may result in the student losing credit and possibly not graduating on time.

An EOC may also be used for placement and/or the awarding of credit for students who have been home-schooled and/or enrolled in non-accredited schools. Students who are taking online courses, college courses, or earning credit through other non-traditional means are required to take the EOC if they are to receive high school credit.

End of Pathway Assessment

Students who complete all three courses in a CTAE pathway are required to take an End of Pathway Assessment. Passing this assessment certifies the student in his/her area of study. Pathway assessments are given in the spring at CCHS.

Dual Enrollment Exemptions and Clarifications

Allowed Exemptions: Students who are enrolled in the following Dual Enrollment course and pass do not take the corresponding EOC: **U.S. History**

Note: Students who fail to earn post-secondary credit are not eligible for the exemption and must take the EOC at the time they re-enroll in the course at their high school.

HOPE GPA Calculations – Uses 4.0 GPA Scale

This GPA is found on the gafutures.org website and is calculated by the Georgia Student Finance Commission (GSFC). This is the official GPA used for the HOPE/Zell Miller Scholarship. Students must create an account. Name, birthday, and social security number must be entered correctly for this calculation to be available for the students to view. Please pay close attention to the number of rigor classes to take in order to fulfill HOPE requirements. Students need to check their HOPE transcript each semester to see what classes count each year.

NCAA GPA Calculations – Uses 4.0 GPA Scale

This GPA is calculated by the NCAA. You may use Core Course GPA software available through the athletic department to see your GPA and if you are eligible to participate in NCAA athletics after high school.

Individual College/University GPA Calculations – Uses 4.0 GPA Scale

Individual colleges and universities look at the students' transcripts and make their own decisions about whether they want to admit them to their school. They have a number of different ways they do this, and it varies from school to school. Most of them use the same format as the Georgia Student Finance Commission. Students must contact individual colleges/universities to see if they meet their requirements.

In short, your grades matter! EVERY DAY COUNTS because every day you are building your year-end score that builds your GPA which is a portal to your future. Do your best in your classes, make sure you get off to a great start, and never slow down!

For example, notice how 1 or 2 points in 1 or 2 classes can make a huge difference in GPA.

English – **89** (3.0)
Math – **79** (2.0)
Science – 78 (2.0)
History – 85 (3.0)
Foreign Language - 82 (3.0)

GPA = 2.60

English – **90** (4.0)
Math – **81** (3.0)
Science – 78
(2.0) History – 85 (3.0)
Foreign Language - 82 (3.0)

GPA= 3.0

HOPE Grant Eligibility

HOPE Grant Georgia's HOPE Grant (a separate program from the HOPE Scholarship) is available to Georgia residents who are working towards a certificate or diploma (continuing education programs are not eligible) at an eligible college or university in Georgia.

Eligibility for the HOPE Grant

Basic Eligibility

All HOPE programs require students to meet basic requirements. An eligible student must

1. Meet HOPE's U.S. citizenship or eligible non-citizen requirements;
2. Be a legal resident of Georgia;
3. Meet enrollment requirements;
4. Be in compliance with Selective Service registration requirements;
5. Meet academic achievement standards;
6. Be in good standing on all student loans or other financial aid programs;
7. Be in compliance with the Georgia Drug-Free Postsecondary Education Act of 1990;
8. Not have exceeded the maximum award limits for any HOPE program.

Program Eligibility

Full-time enrollment is not required and students are not required to graduate from high school with a specific GPA, however, they are required to have a postsecondary cumulative 2.0 GPA, at certain checkpoints, in order to maintain eligibility.

A student that received a high school diploma (through an approved Alternative Graduation Option) by earning a technical college diploma or two technical college certificates, in one career pathway identified by the Technical College System of Georgia (TCSG), may be eligible for the HOPE Grant, up to 30 degree hours. The student must be enrolled in an associate degree program at a TCSG institution in order to receive the HOPE Grant. After payment for 30 semester hours, the student is no longer eligible for HOPE Grant while enrolled in a degree level program. The student must then meet the HOPE Scholarship eligibility requirements at the 30 semester hour checkpoint. Source: www.gafutures.org

How GPA Works

When you say, "What is my GPA?" you have to be more specific. More than one calculation is made from the list of final grades you have earned in classes in which you have earned credit. The document that lists all of these courses and grades is called your transcript. The transcript also includes test scores and contact information about you and is used as the official communication between the school and other agencies (colleges, the military, scholarship programs, etc.) upon your request.

Internal CCHS GPA – Uses 100-point scale

This GPA is found on your high school transcript. It is updated at the end of each semester. Students and parents have access to this at any point through Infinite Campus (Parent Portal) under the reports tab. So, as a sophomore, you have a GPA that comes with you from C. A. Gray. At the end of each semester, a school calculation is made for class rank, which is significant when you are a senior and colleges want to see how you compare to other students in

your class at your school. At CCHS, we have a weighted class rank/GPA. You earn additional points in each AP, Honors, and selected Dual Enrollment classes that you pass which goes into the calculation. Our school's weighted GPA includes your grades for every class you took that counted for high school credit. For more specific questions, see your counselor.

Two types of internal CCHS GPA's

1. Weighted GPA

- What is it used for?
- Valedictorian/Salutatorian –Honor and Merit Graduates
- Class Rank
- Some scholarships request weighted GPA

2. Unweighted GPA

- What is it used for?
- Some scholarships request unweighted GPA

The Georgia Student Finance Commission (GSFC) is the final authority on determining Hope Eligibility

HOPE Eligibility Calculations

Your account in GAFutures is the place to check your HOPE eligibility!

Only Academic classes and the elective classes below will count toward your HOPE GPA.

Your HOPE GPA is not the GPA listed on your transcript!

To estimate your HOPE GPA, take every HOPE eligible course and translate your grade to the 4.0 scale. Remove 2 points from your final grade in a PreAP/Honors course and 5 points from an AP course.

A (90-100): 4.0

B (80-89): 3.0

C (70-79): 2.0

F (0-69): 0

Add back 0.5 points for any AP course (up to 4.0)

Elective Courses which count for HOPE:

Computer Science Principles

Programming, Games, Apps, Soc.

AP Computer Science

Essentials of Healthcare

Sports Medicine (Healthcare only)

Food for Life

Food Science

Forest Science

Gen Horticulture

Natural Resources

Animal Science

Plant Science

Forensic Sci and Crim. Invest.

Total number of 4.0's = ____ x 4 = ____

Total number of 3.0's = ____ x 3 = ____

Total number of 2.0's = ____ x 2 = ____

Add these together (sum) = ____

Sum ____ Divided by Total courses ____ = ____

(Your HOPE GPA) 

You MUST have a 3.0 Academic GPA AND

4 Rigor Courses Req'd (List yours below):

1. _____

2. _____

3. _____

4. _____



Courses that count for HOPE Rigor:

Any AP course

Any Dual Enrollment Academic Course

Any Foreign Language Course II and above

Algebra II/Advanced Algebra

Pre-Calculus

Statistical Reasoning

College Readiness Math

Human Anatomy

Chemistry I

Chemistry II

Physics

The Georgia Student Finance Commission (GSFC) is the final authority on determining HOPE eligibility

2022-2023 TESTING SCHEDULE

End of Course Tests

EOC	Winter 2022	Spring 2023
American Lit	Dec. 2, 5, 6, 2022	May 5, 8, 9, 2023
Algebra I	Dec. 5-6, 2022	May 8-9, 2023
U. S. History	Dec. 7, 2022	May 10, 2023
Biology	Dec. 7, 2022	May 10, 2023
Make Up Dates	December 8-9, 12-13, 2022	May 11-12, 15-16, 2023

Advanced Placement Exams

Week 1	Date	Week 2	Date
Gov't/Politics Chemistry	Mon, 5/1 AM Mon, 5/1 PM	Calculus AB	Mon, 5/8 AM
Enviro Science Psychology.	Tues, 5/2 AM Tues, 5/2 PM	English Lang	Tues, 5/9 AM
English Lit	Wed, 5/3 AM	Biology	Wed, 5/10 PM
Statistics	Thurs, 5/4 PM	Physics 1 (Alg)	Thurs, 5/11 PM
U. S. History European History	Fri, 5/5 AM Fri, 5/5 AM	Music Theory Physics 2 (Alg)	Fri, 5/12 AM Fri, 5/12 PM

SAT

2022-2023 Test Dates	Registration Date	Late Registration Deadline
August 27, 2022	July 29, 2022	August 16, 2022
October 1, 2022 @ CCHS	September 2, 2022	September 20, 2022
November 5, 2022 @ CCHS	October 7, 2022	October 25, 2022
December 3, 2022 @ CCHS	November 3, 2022	November 22, 2022
March 11, 2023 @ CCHS	February 10, 2023	February 28, 2023
May 6, 2023 @ CCHS	April 7, 2023	April 25, 2023
June 3, 2023	May 4, 2023	May 23, 2023

ACT

Test Date	Registration Deadline	Late Registration Deadline
September 10, 2022	August 5, 2022	August 19, 2022
October 22, 2022 @ CCHS	September 16, 2022	September 30, 2022
December 10, 2022 @ CCHS	November 4, 2022	November 11, 2022
February 11, 2023 @ CCHS	January 6, 2023	January 20, 2023
April 15, 2023	March 10, 2023	March 24, 2023
June 10, 2023	May 5, 2023	May 19, 2023
July 15, 2023	June 16, 2023	June 23, 2023

Other

Test	Date
PSAT (All 10 th Graders/Some 11 th)	October 12, 2022
ASVAB	October 12, 2022

STUDENT INFORMATION

Academic Indifference

It is the expectation of the administration and faculty that all students perform in school to the best of their ability in all areas. Students who do not meet a teacher's academic expectations in the classroom may be referred to the appropriate assistant principal. The teacher must have previously made contact with the parent/guardian and must have met with the student and his/her counselor to address academic performance. Action will be taken by the administration based on the student's failure to meet teacher expectations.

Academic Dishonesty

Receiving or providing unauthorized assistance classroom projects, assignments or exams.
(see Code #32) Students will be referred to an admin and loss of exemption.

Assemblies

Assemblies are provided for transmitting information to the student body and for programs of interest and enjoyment. Students are expected to exhibit appropriate behavior during assemblies.

Automobiles and Student Parking Agreement

The following regulations regard the practice of students providing their own transportation to and from school by driving cars and other motor vehicles.

1. The driver must have a valid Georgia Driver's License. Drivers without a license will be answerable to the law.
2. Upon arriving on campus, students should park in the assigned area, exit the car ensuring that all doors are locked, and move to the designated areas (**cafeteria, courtyard, or media center**).
3. Students are not allowed to sit in cars prior to or during the school day.
4. Students are expected to abide by all Georgia traffic laws. The on-campus speed limit is 15 mph.
5. All students driving vehicles to CCHS are required to register the vehicle, show proof of license and insurance, and purchase a permit. Students found in violation of parking requirements may be subject to disciplinary action.
6. Parents who visit the school are asked to park in designated "Visitor" parking spaces (**located and marked in the front of the school**).
7. Students will be assigned a parking area.
8. Yearly permits (**\$35**, August - December; **\$20** January - May) will be issued on announced days for each grade level on a first come, first served basis. Parking privileges may be revoked immediately during the year if the student is caught for skipping, including leaving campus at any time without permission.
9. Any car illegally parked (in the wrong space/area, without a proper parking permit, in a no parking zone, etc.) will be subject to a ticket and fine. \$10 for each offense, \$25 for parking in administrator/teacher/staff/ visitor areas.
10. A student is not allowed to give his/her parking permit to another student.
11. The administration has the legal right to conduct routine and other searches of vehicles.
12. Parking permits will not be sold to students who owe fines.
13. Students who drive and are leaving early from school must present appropriate documentation to the Welcome Center.
14. Students are not allowed to use a cell phone while operating a vehicle on the CCHS campus; this includes all parking areas and access roads.
15. CCHS is not responsible for damages that occur to private property including vehicles.
16. Students cannot transport other students off campus without authorization from school officials.
17. Students are not allowed to have flags, banners, and/or signs flying from their vehicles while on school campus.
18. Students must inform administration and pick up a temporary parking permit from Counselors Corner before school if they are driving a vehicle that is not the vehicle they registered with CCHS.
19. Permits must be visible at all times.
20. **There will be no loitering in parking lots once you have arrived at school or at the end of the school day. I have read and understand the automobile and parking regulations at Colquitt County High School**

BULLYING IS PROHIBITED

Board Policy JCDAG Summary: The Colquitt County School System expressly prohibits the bullying, harassment or intimidation of any person, by any means or method, which occurs on school property, on school vehicles, at designated school bus stops, or at school related functions or activities, or by use of data or software that is accessed through a computer, computer system, computer network, or other electronic technology of a local school system. Bullying includes any intentional written, verbal, or physical act, which a reasonable person would perceive as being intended to threaten, harass, or intimidate, that:

- (A) Causes another person substantial physical harm within the meaning of Code Section GA16-5-23.1 or visible bodily harm as such term is defined in Code Section GA 16-5-23.1;
- (B) Has the effect of substantially interfering with a student's education;
- (C) Is so severe, persistent, or pervasive that it creates an intimidating or threatening educational environment; or
- (D) Has the effect of substantially disrupting the orderly operation of the school.

Examples of prohibited behaviors include but are not limited to:

- Verbal assaults such as unwanted teasing or name-calling;
- Threats, taunts and intimidation through words and/or gestures;
- Direct physical contact such as hitting or shoving;
- Physical violence and/or attacks;
- Destruction of school or personal property;
- Any form of electronic bullying or cyberbullying using school equipment, school networks, or e-mail systems or committed at school;
- Theft of money and/or personal possessions for the purpose of bullying, harassing, or intimidating;
- Harassment or intimidation motivated by any actual or perceived characteristic including race, color, ethnicity, religion, gender, gender identity, sexual orientation, ancestry, national origin, physical attributes, socioeconomic status, physical or mental ability or disability, or by any other distinguishing characteristic;
- Public humiliation;
- Social isolation;
- Extortion or manipulation, including incitement and/or coercion;
- Rumors or spreading of falsehoods;
- Stalking;
- Cyber-stalking or engaging in conduct to communicate, or to cause to be communicated, words, images, or language by or through the use of electronic mail or electronic communication, directed at or about a specific person, causing substantial emotional distress to the victim;
- Cyber-bullying or the willful, hostile and repeated harassment and intimidation of a person through the use of digital technologies, including, but not limited to, email, blogs, social networking websites (e.g., Facebook, etc.), chat rooms, texts, and instant messaging;
- The use of cameras or camera phones to take embarrassing photographs of students or school employees and distributing them to others or posting them online;
- Sending abusive or threatening text messages or instant messages; and using websites to circulate gossip and rumors to other students.

Students who witness bullying or who are victims of bullying behaviors should make a report to a teacher or school administrator so that an appropriate investigation can take place. At the option of the person reporting the incident, the report may be made either by name or anonymously and either verbally or in writing. Reports of bullying also may be made by using the District's complaint procedures or by calling the Georgia Department of Education's School Safety Hotline at 1-877 SAY-STOP (1-877-729-7867). Any employee to whom bullying is reported must promptly document the report and forward it to the principal or designee. Any employee who witnesses an incident of bullying or who otherwise learns that a student is being bullied must promptly submit a written report to the principal or designee. The principal or designee shall ensure that proper documentation is maintained throughout the investigation and resolution of the matter. If the reporting student or the parent or guardian of the student feels that the school is not taking appropriate steps to investigate or address the problem even after consulting the school principal, the student or the parent or guardian should contact the Superintendent or his or her designee.

At an appropriate time during or after an investigation of the bullying report, the parent or guardian of both the accused and the victim must be notified. If, after an investigation, a student is found to be in violation of the Code of Conduct bullying policy, the student shall be disciplined by appropriate measures up to, and including, suspension and expulsion.

Students in grades six through twelve found to have committed the offense of bullying for the third time in a school year shall at a minimum be assigned to an alternative school through appropriate due process by the disciplinary hearing officer. Retaliation following a report of bullying is strictly prohibited and may result in strong disciplinary action.

Cell Phones and other Electronic Devices

CCHS faculty, staff, and administration are not responsible for any personal items that are brought on campus and may subsequently be stolen. The administration, however, will investigate to the best of their ability reported thefts that do not fall in this category.

Cell phone & Earbuds use by students is not permitted in the classroom or hallways. Students will be allowed to use cell phones in the cafeteria during breakfast and lunch. Student cell phones, earbuds, headphones, etc., should be off and away during instructional time and in the hallways.

The progressive discipline plan is as follows:

- 1 st Offense – Verbal Warning, put cell phone away,
- 2 nd Offense – Parent contact (Document in Parent Contact Log in Infinite Campus)
- 3 rd Offense – Referral to admin., 1 day ISS
- 4 th Offense – Referral to admin., 2 days ISS
- 5 th and subsequent Offenses – Referral to admin, 2 days OSS

*If students do not comply with directions to put cell phone away, an immediate discipline referral should be submitted to the appropriate admin. for Student Incivility.

*Teachers should refrain from cell phone use in the classroom during instructional time.

Students must turn in their electronic devices during all state and national testing. Refusal to do so may cause their state or national test to be voided (per testing policies for each test).

Change of Address and/or Telephone Number

“Need to update student information, like phone numbers, contacts, or addresses? You can update online through Parent Portal:

<https://campus.colquitt.k12.ga.us/campus/portal/colquitt.jsp>

¿Necesita actualizar la información del estudiante, como números de teléfono, contactos o direcciones? Puede actualizar en línea a través del Portal para padres:

<https://campus.colquitt.k12.ga.us/campus/portal/colquitt.jsp>

Clubs and Organizations – Principal Approval & Form

Clubs and other activities at Colquitt County High School are conducted on designated club days. All students are urged to become members of the clubs of their choice. All clubs and their activities must be governed by the Board of Education policy on Student Clubs (Equal Access).

Guidelines for CCHS Clubs/Organizations

Student Organizations must: 1) Be affiliated with state and national organizations, 2) Have sanctioned by-laws, 3) Be co-curricular, 4) Have a direct link to community service, and 5) Have an administratively approved, certified teacher as their sponsor. Students may receive a Club Approval form from the Principal for submission of a proposed club.

College-Technical Schools Visitation

Eleventh and twelfth grade students will be allowed two visitation days for the admissions process to their post-secondary option, such as colleges, universities, technical colleges, or the military. Prior approval is not needed for these visitations, but while visiting, the students must have the college representative complete the College Visitation Certification form. This form can be found at Counselors' Corner or on the CCHS Guidance website. Once the form is complete, the student must submit it to the CCHS attendance clerk. Students are responsible for all assignments missed when on a college visitation.

Recruiting trips for prospective college athletes must be requested by the parent or the coach of the respective sport. The athletic director must approve these visits in advance. All NCAA guidelines must be followed. These guidelines may be found at www.ncaa.org.

DRESS CODE (BOARD POLICY- JCDG) GENERAL GUIDELINES

A student should:

1. Present an overall neat appearance.
2. Have a clean and well-groomed body and hair.
3. Wear adequate and appropriate underclothing for all outfits.
4. Dress in outfits deemed appropriate for school wear.
5. Wear clothing of reasonable length, fit and cover.

Although dress reflects personal and family choice, students' dress should be appropriate for school. Students should dress in a manner, which will not distract others from learning, not be offensive and not violate health and safety regulations. All staff members are expected to assist in monitoring students' dress. Students wearing inappropriate clothing will be sent to the assistant principal. Grooming is a personal matter that should take place in the privacy of your own home or in the restroom. The descriptions below are in addition to Code #31 of the Colquitt County Board of Education Code of Student Conduct and Discipline.

ITEM	ACCEPTABLE	UNACCEPTABLE
Pants	<ul style="list-style-type: none">• Worn at waist, fitted at crotch (belts must be buckled)• Leggings, Jeggings and Yoga pants must be worn with a shirt that covers the crotch and the butt area.	<ul style="list-style-type: none">• Oversized, baggy or saggy• Ripped, torn, or holes in any clothing that shows butt, crotch, upper thigh areas and undergarments are NOT allowed
Shorts	<ul style="list-style-type: none">• Worn at waist, fitted at crotch (belts must be buckled)• Length should be no more than three inches above the knee.	<ul style="list-style-type: none">• Oversized, baggy or saggy• Made of spandex or nylon• Shorter than three inches above the knee
Skirts, Skorts, Jumpers, Dresses	<ul style="list-style-type: none">• Worn at waist, fitted at crotch (skort)• Length should be no more than three inches above the knee.• Mini-skirts MUST be worn with tights/jeggings underneath	<ul style="list-style-type: none">• Overly tight jumpers, catsuits• Exposed stomachs, backs or thighs• Bodycon dresses
Shirts	<ul style="list-style-type: none">• Worn at waist level• Should cover midriff even when arms are raised above head or actively moving• Shirt straps should NOT expose undergarments such as bras	<ul style="list-style-type: none">• Tight fitting or low cut that are revealing• No bare shoulders• Tank tops/camisoles cannot be worn by themselves• See – through tops that reveal undergarments• Tank tops, undershirts or muscle shirts
Shoes	<ul style="list-style-type: none">• Soled footwear• Worn at all times during school day	<ul style="list-style-type: none">• House slippers,• Bedroom shoes• Shoes with wheels/rollers

Head Attire	<ul style="list-style-type: none"> Decorative headbands, Hair clips 	<ul style="list-style-type: none"> Hats, caps & hoods cannot be worn in the building Skull caps, doo-rags, bandanas, scarves, beanies, berets or anything that covers the head is not allowed. No sweat bands
Other	<p>THESE ITEMS ARE NOT ACCEPTABLE:</p> <ul style="list-style-type: none"> Pajamas, robes, blankets Non-prescription sunglasses cannot be worn in the building Trench coats Chains, straps or any other item hanging from clothing Any item that advocates or advertises any of the following: Tobacco products, alcoholic beverages, drugs, illegal substances, violence, racist organizations, gangs, obscenities, and nudity No connections from ear to lip piercings or ear to nose Any other type of dress/garment/paraphernalia that is distracting, immodest or interferes with learning will not be worn. Spikes Costumes 	

Emergency Evacuation/Severe Weather Alerts

In accordance with state and local school board policy, it is necessary to conduct emergency evacuations and severe weather drills at various times throughout the school year. Emergency evacuation routes are prominently posted in each classroom. Each instructor will advise all students of the evacuation route to be taken for that particular classroom during emergency evacuation. Instructors will also advise all students of the procedures to be taken by that particular classroom in the event of severe weather. During either the emergency evacuation or the severe weather alert, it is important that each student listen carefully and follow the instructor's directions.

Enrollment

Students enrolling at CCHS must meet all of the following requirements in order to be considered as a full-time student.

1. Present valid Georgia immunization form.
2. Present previous school(s) academic record.
3. Present previous school(s) discipline record.
4. Present evidence of regular attendance.
5. Present evidence of residency.
6. Present a valid Georgia Eye, Ear & Dental Form

Admission may be granted on probationary status pending the verification of the above required information. The administration reserves the right alter placement based on the review of these required criteria.

Students who have had their education interrupted, who attempt to enroll after the 10th day of a semester, and/or are significantly behind in academic credits must schedule an appointment with the principal and are subject to placement in alternative school.

Family Educational Rights and Privacy Act

An educational agency or institution shall give full rights under the Act to either parent, unless the agency or institution has been provided with evidence that there is a court order, state statute, or legally binding document relating to such matters as divorce, separation, or custody that specifically revokes these rights. Athletic students who do not wish for their coaches to have access to their grades on the student information system must present a written/signed statement to that effect from their parent/guardian to the Guidance office secretary.

Fines and Fees

Students are responsible for any debts incurred while enrolled at CCHS. These include but are not limited to monies owed to the office, library, cafeteria, athletic department, graduation supplies, lost/damaged books, chrome books, athletic uniforms, school board in the case of damage assessments, fundraisers, club dues, or any settlements. Failure to settle financial obligations may result in one or more of the following actions:

- 1) Withholding of diplomas, or certificates until restitution is made.
- 2) Denying privileges of participating in prom, graduation exercises, parking privileges, etc.

Fund-Raising

All fund-raising activities must be approved by the principal and the Colquitt County Board of Education before the activity takes place. No outside organization or individual should bring any item to school to be sold to students. Any organization or individual selling items will have the items confiscated.

Georgia Scholarship & Grant Programs

The HOPE and Zell Miller Scholarships are merit-based scholarships that provide assistance towards the cost of tuition at eligible public and private Georgia postsecondary institutions.

Georgia's HOPE Grant (a separate program from the HOPE Scholarship) is available to Georgia residents who are working towards a certificate or diploma (continuing education programs are not eligible) at an eligible college or university in Georgia.

More information can be found at GAFutures.org or on the Guidance link on the CCHS website.

The high school HOPE GPA calculation is used for the purpose of determining academic eligibility for HOPE Scholarship and Zell Miller Scholarship. A student's high school HOPE GPA is not the same as his or her high school GPA.

Accredited Georgia public and private high schools electronically submit transcript data and academic rigor to GSFC for the calculation for HOPE or Zell Miller Scholarship GPA to determine students' initial academic eligibility.

Students from other high schools and home study programs submit an official transcript (see Initial Academic Eligibility).

Courses

The high school HOPE GPA calculation includes [core courses](#) as defined by Georgia Department of Education (GaDOE).

The eligible core courses begin with the following prefixes:

- English - course numbers beginning with 23
- Mathematics - course numbers beginning with 27
- Science – course numbers beginning with 26 or 40
- Social studies – course numbers beginning with 45
- Foreign language – course numbers beginning with 60 – 64
- Specific fourth science courses from [GaDOE's Fourth Science List](#)

Note: Private high schools and accredited home study programs must match their courses to the GaDOE's course equivalent for HOPE Scholarship purposes.

Grades and Weighting

All grades earned (pass and fail) for attempted coursework in the core subjects during the student's 9th through 12th grade years that could be used to satisfy a core course graduation requirement, according to GaDOE, is equated to a grade on a traditional 4.0 scale to two decimal places, where an "A" equals 4.0, "B" equals 3.0, "C" equals 2.0, "D"

equals 1.0, and "F" equals 0. Note: There is not a separate scale for grades that include a plus (+) or minus (-), example "B-" equals 3.0.

Note: The high school HOPE GPA calculation will count all attempts of the same course, if taken more than once.

From the eligible core courses, any weighting added by the high school is removed, then half a point (0.5) is added back to grades of "B", "C", "D", and "F" for Advanced Placement (AP, and Dual Enrollment (DE) degree-level core courses.

Note: The grade of "A" does not receive the additional weight due to the traditional 4.0 scale (maximum of four points per grade).

Note: Honors coursework is not weighted.

Note: The HOPE Scholarship GPA calculation does not allow for any rounding.

Academic Rigor Requirements

A student meeting the requirements to be a HOPE Scholar at the time of high school graduation must earn a minimum of four full rigor credits from the [Academic Rigor Course List](#) prior to graduating from high school.

Credits received for academic rigor courses must be from the categories below:

1. Advanced math, such as advanced algebra and trigonometry, math III, taken at the high school, or an equivalent or higher course taken for degree level credit at an Eligible Postsecondary Institution;
2. Advanced science, such as chemistry, physics, biology II, taken at the high school, or an equivalent or higher course taken for degree level credit at an Eligible Postsecondary Institution;
3. Foreign language courses taken at the high school, or taken for degree level credit at an Eligible Postsecondary Institution; or
4. Advanced Placement, International Baccalaureate or Dual Enrollment degree-level core courses.

My High School HOPE GPA

Georgia public and private high school students may check their high school HOPE GPA calculation and status upon completion of the 9th grade and by signing into their GAfutures account and select [My High School HOPE GPA](#).

Imperative Information for Families regarding the HOPE Scholarship Program can be found here:

<https://www.gafutures.org/>

Please see the frequently asked questions document located here: <https://www.gafutures.org/hope-state-aid-programs/hope-zell-miller-scholarships/hope-scholarship/frequently-asked-questions/#2>

See www.gafutures.org/ for the complete list of acceptable HOPE Rigor courses:

<https://www.gafutures.org/media/j0wlzalp/rigor-list-september-2020-print-ready.pdf>

Hazing

CCHS policy prohibits any form of Hazing O. C. G. A. 16-5-61. This includes all clubs and student activities.

Hospital/Homebound Services

Hospital/homebound services are provided for students who qualify for this program as outlined by the Colquitt County Board of Education. However, there are some courses at Colquitt County High School that cannot be continued while on the hospital/homebound program. Students could lose credit for courses that require laboratory/hands-on classroom training. Courses could include, but are not limited to, choir, band, P.E., business, trade/industry, and family/consumer science. If you are seeking Hospital/Homebound Services, parents must contact CCHS Attendance Clerk for paperwork that a physician must complete. A parent conference is required prior to receiving services. Unless prior arrangements are made with the HHB teacher, physician, parent, principal, and teachers, all work must be submitted in accordance with the procedure outlined in this handbook (Grading Policy).

Hospital/ homebound students are not eligible for any school event or activity. Students must take the EOC in their class. Contact Brian Lewis at the CCBOE.

Students enrolled in Dual Enrollment courses must contact the postsecondary institution to see if provisions can be made for illness. The classes taken through DE do not participate in hospital/homebound services.

ISS/OSS/Detentions

Students are expected to conduct themselves in an appropriate, respectful manner at ALL times during the school day (during class, assemblies, lunch), while attending any school-sponsored event (at home and away), on school buses, and at school bus stops. In the event that a student chooses to violate the Code of Student Conduct in this handbook, his/her actions are subject to disciplinary plans of action. See the Code of Student Conduct section for specifics.

Due Process	In matters of school discipline and policy, all students will be treated fairly and equally by the same rules in accordance with their due process right.
Teacher Detention	Teachers may issue student detention assignments before or after school to be served in their classrooms. Teachers must provide 24 hrs. notice for detentions issued. If a student does not serve a teacher detention, they will be referred to the office and will receive Saturday detention by the administration.
In-School Suspension	CCHS Administrators assign students to ISS, which will allow them to do school work (assignments and tests) during the school day in the ISS classroom from 8:05 a.m. to 3:20 p.m. The number of days a student spends in ISS will be determined by the Code of Conduct. Teachers will send class assignments for students to complete while in ISS.
Out-of-School Suspension	Students suspended out of school may make up assignments/assessments within 3 days after their return to school; otherwise, the assignment results in a zero. Students assigned to OSS or alternative school are not allowed to attend any school-sponsored events during their suspension.

Library/Media Center

The CCHS media center is open every school day. Hours of operation are posted at the door and on the media center web page. Students must have a valid pass to enter the media center during the school day including the lunch period. Students may work in the media center before and after school without a pass. Students using the computers in the media center must follow the rules of internet and network usage at all times. Students may renew their materials a maximum of two times unless requested by another person. Food, drinks, gum and candy are not allowed in the media center and will be discarded if seen.

Students will receive an orientation during their first year on campus and are expected to familiarize themselves with the media center. The media center has basic school supplies available for purchase by students.

Fees will be charged for the following:

1. Overdue materials
2. Lost material: Cost of replacement
3. Damaged materials: Cost of repair
4. Colored printing
5. Photocopying

Off-Limit Areas

All students must be in assigned areas for the duration of the school day. During the lunch period, students are only allowed in the cafeteria or the courtyard area. During school hours, all parking lots are off limits to students unless provided a pass by the office. Students must have a pass when in the hallway and be in the area where the pass designates them to by. Additionally, students should use restrooms in closest proximity to their assigned classroom. Being in an unauthorized area may result in a referral to administration.

Passes

No passes allowed the first 10 minutes of class or last 10 minutes of class. Students who leave the classroom during classroom time must have a pass signed by the appropriate school personnel with the designated time, purpose, and specified location.

Homecoming Dance

All dances sponsored by CCHS are for CCHS students and their guests. The administration has set the following guidelines for dances.

1. Actively enrolled students with a current ID are allowed to purchase tickets.
2. Students and guests must present an ID in order to enter the dance.
3. Participants must be 10th – 12th graders and cannot be over the age of 20.
4. Administrators reserve the right to deny entry to anyone, with no refunds.
5. Students assigned to the Achievement Center cannot attend as guests.
6. Students assigned to OSS or alternative school are not allowed to attend any school-sponsored events during their suspension.

Prom Eligibility & Requirements

It is the desire of CCHS administration, faculty and staff to have the Junior / Senior Prom be an activity dedicated to those who have earned enough credit to be a Junior or Senior.

Formal attire such as a tuxedo or evening gown is required for the Prom.

Juniors and Seniors must meet the following academic requirements for Prom eligibility.

1. To be considered a senior for the Prom, you must begin the Spring semester with 17 units of credit.
2. To be considered a junior for the Prom, you must begin the Spring semester with 11 units of credit.
3. Any student who is assigned to the Achievement Center for spring semester by the hearing officer or disciplinary waiver is not eligible.
4. If a student is assigned OSS the day prior to the Prom, they lose Prom eligibility with no reimbursement for any pre-paid activities.
5. No children or babies can participate in the Grand March or Prom pictures.
6. Grand March Student Eligibility Form must be completed.
7. All elements of the Student Handbook apply for the Prom.
8. To purchase tickets for the Prom and to enter the Prom each student must have a valid picture ID.
9. The Prom Committee will be responsible for ticket sales and gym decorations.
10. To participate in the Prom or Grand March, a student must be in at least the 9th grade.
11. No individual over the age of 20 will be allowed to the Prom or Grand March.
12. CCHS students who choose to bring a non-CCHS student or a non-student as their date must register their date with the Administration and approval must be given prior to the purchase of Prom tickets.
13. The Administration has the right to deny access to any Prom activities for any non-students.
14. All credit recovery (required for graduation) for Seniors must be completed prior to purchasing Prom tickets.
 - a. Juniors must have 11 credits
 - b. Seniors must have 17 credits

Schedules

If a parent or student feels a schedule change is necessary, the student and parent must

1. Meet with the counselor to determine the appropriateness of the change and to evaluate the transcript for graduation purposes.
2. Have approval of the principal.
3. Return all books and supplies to the teachers' classes affected by the change. Any requests for changes during the school year must meet strict guidelines as most of CCHS courses are yearlong.
4. AP/ Honors Contract – students may not change their AP/Honors courses after 2 weeks from the first day of the course.

School Directory

Colquitt County High School maintains a school directory containing names, addresses, and telephone numbers of all students. This information will be available for dissemination to agencies that make proper requests. If a parent or student does not want the information released, please notify the guidance office in writing prior to October 1st.

School Safety Zone

It shall be unlawful for any person to carry or possess or have under such person's control while within a school safety zone (all property in, on, or within 1,000 feet of any real property owned by or leased to any public or private elementary school, secondary school, or school board and used for elementary or secondary education) or at a school building, school function, or school property or on a bus or other transportation furnished by the school, any weapon or explosive compound. Any person who violates this subsection shall be guilty of a felony and upon conviction thereof, be punished by a fine of not more than \$10,000, by imprisonment for not less than two or more than 10 years, or both. Reference O.C.G.A. 16-11-127.1

This paragraph excludes any instruments used for classroom work authorized by the principal.

School Social Worker

The school social worker is a resource to parents, students, faculty, and staff when social, emotional, and/or family problems interfere with a student's ability to succeed in school. The school social worker can help students and their families with a wide range of problems such as disabilities, alcohol/chemical concerns, violence, serious illness, unacceptable behavior, or excessive absences. He/ she can help identify concerns, consider solutions, and find resources. The school social worker welcomes students and parents who have concerns he/she might be able to help with. If the needs of the whole student are unmet, academic areas may suffer.

Search and Seizure

In January 1985, the U.S. Supreme Court ruled that school officials have the right to search students under their jurisdiction where there are "reasonable grounds for suspecting that the search will reveal evidence that the student has violated or is violating the law or rules of the school" and the search is conducted in a reasonable manner. (New Jersey v. T.L.O., 469 U.S. 325, 105, S. CT. 733, 744; 1985)

Selective Service

All male students must register for selective service. You may register online at www.sss.gov or in the Guidance Office. Failure to register in a timely fashion will result in the revocation of the HOPE scholarship and render the FAFSA application null and void.

Sexual Harassment

Sexual Harassment is a form of discrimination prohibited by the Title VII of the Civil Rights Act of 1964 and Title IX of the Education Amendments of 1972 and local Board Policy GAE. Colquitt County High School is committed to maintaining a learning environment that is free from sexual harassment, where all employees and students can work and study together harmoniously. The school district will act to investigate all complaints, formal or informal, verbal or written, and to discipline any student or employee who sexually harasses another student or employee of the school district.

Stolen Items

CCHS is not responsible for securing personal valuables. Students should not have and do not need the following: large amounts of money, electronic devices, expensive jewelry, and other valuable items on campus. It is the responsibility of the student to secure their personal valuables while on campus. **CCHS is not responsible for personal items stolen at CCHS.** A report can be filed by the School Resource Officer for stolen items. The CCHS Administration may or may not investigate stolen items, depending upon the circumstances.

Student Activities

Any activity that is school-sponsored or competitive or involves students as representatives of the school is considered a school activity. Students must have permission in writing from their parents before they are permitted to go on any field trips sponsored by the school. The administration reserves the right to deny a student participation in any such activity. Students who are suspended from school, assigned to alternative school, or whose parents sign a waiver cannot participate or attend school activities.

Student Email

Some assignments are required to be submitted electronically through email. Students are expected to have an email address. If students do not have an email address, they will be directed to set one up through a free email service. Students may also access their school email using their Google login information. Inappropriate use of school email may result in the student email account being deactivated at the discretion of administration.

Student Grievance

The CCBOE acknowledges the rights of students and has established a policy for which students can file a grievance. The student should follow the steps below:

- 1) Try to settle the issue first with the teacher.
- 2) If relief is not granted, then appeal should be taken to the Director of Guidance.
- 3) If the problem is not resolved, then an appeal can be made to the principal.
- 4) Appeals beyond the principal's office should be made with the superintendent.

Student ID's

Student IDs will be issued to all students. If lost, a replacement ID will cost \$5.00. The cost is \$1.00 to replace a broken ID. See Mrs. Conner in the Guidance Office. Student IDs are required for entrance into school activities including: football games, homecoming, prom. IDs may also be required for checking out materials, etc.

Student Recognition

At times student pictures may be reproduced for recognition in the newspaper, newsletters, internet or television. If a parent or student does not want his/her picture released, please notify the Guidance Office in writing prior to September 1st.

Summer School

With sufficient demand, summer school (which is an extension of the spring semester) will be offered in grades 10 – 12. A maximum of 2 units may be earned for summer school. Students may be required to pay tuition for each course. (Grade Repair & Credit Recovery)

Textbooks

Textbooks provided for courses are the property of the State of Georgia and the Colquitt County Board of Education. They are on loan to students with the expectation that a small amount of wear is inevitable, but also that careful handling is necessary. Restitution must be made for lost or damaged books upon issuing a replacement.

Work Based Learning Program

Colquitt County High School Work Based Learning (WBL) Program is designed for students in the 11th and 12th grades. Students entering this program must complete an application process with the WBL coordinators. The Application Packet may be picked up in the Career Education Office located on the 1st floor behind the school's main office entrance, across from Room 101. Acceptance into the program includes, but is not limited to:

1. Exemplary attendance, discipline, grades, and teacher recommendations.
2. Being on track to graduate and having passing scores on state mandated testing.
3. Meeting pathway requirements for the diploma selections.
4. Approved Work site in accordance with Georgia Department of education guidelines.
5. Maintaining exemplary CCHS attendance/ tardy records while enrolled in WBL.

Students must have their own means of transportation and cannot ride with other students. Students will be assigned WBL parking permits by the Administration. Students (17 & under) must also obtain a Worker's Permit. Students who lose their jobs will be assigned ISS during their work time assignments and a grade of zero will be assessed for the course.

Students must have and maintain a job at a work site approved by the coordinators and must provide their own transportation.

EXTRA-CURRICULAR ACTIVITIES

The rules and regulations of the GHSA, State Department of Education and the Colquitt County Board of Education govern participation in extracurricular activities. School sponsored programs for which some or all of the activities are outside the regularly scheduled class day are considered extra-curricular activities. Examples include individual and team sports, cheerleading, literary meets, band, chorus, clubs, math team, academic bowl, and academic decathlon. Field trips, homework, or occasional work required outside the school day for a scheduled class are not included as extra-curricular activities.

1. Students participating in extra-curricular activities must earn 2.5 units of credit the semester immediately preceding participation. These subjects must carry credit toward graduation or promotion. Summer school is an extension of the second semester. Students not meeting this requirement will be ineligible for one semester and until they pass five subjects in the semester prior to participation.
2. Participation in extra-curricular activities/competitions can be denied based on the commission of a severe discipline infraction (school or community).
3. All students participating in an extracurricular activity must take 4 subjects during the semester of participation.
4. High school students must be "on track" for graduation and have earned the following units:
 - a. End of first year 5
 - b. End of second year 11
 - c. End of third year 17
5. Attendance – Students must be in attendance for half the school day in order to participate in an extra-curricular event.

Academic Decathlon

The Academic Decathlon team consists of nine members who prepare for the state competition sponsored by the Professional Association of Georgia Educators in Atlanta. The team studies a topic which interrelates the curricula of English math, science, social studies, art, and music. The group competes as a team and individually.

Athletics

The interscholastic athletic program at Colquitt County High School offers a wide range of athletic activities including: baseball, basketball, cheerleading, cross-country, diving, football, golf gymnastics, rifle team, soccer, softball, swimming, tennis, track, volleyball, and wrestling, e-sports, one act play, and literary. Any student who wishes to participate in any school sports program must have a physical exam (free of charge during the summer) and is encouraged to purchase the school insurance.

Athletic Director: C. Edwards

Interscholastic Competition

Colquitt County High School is a member of the Georgia High School Association (GHSA). Students must meet eligibility requirements of the GHSA as well as the eligibility requirements of the State Department of Education before participating in interscholastic competition. The parents and students should contact the teacher in charge of the interscholastic activity for specific eligibility requirements. Interscholastic activities include athletics, band, and literary events.

Sports in College

Planning to play sports in college? If you want to participate in NCAA division II or I sports as a college freshman, you need to:

1. Meet NCAA eligibility requirements.

2. Be certified as eligible by the NCAA Initial Eligibility Clearinghouse. Students are recommended to register online by the end of their junior year.

Requirements can be found at <http://eligibility center.org>.

Copies of the NCAA Requirement Packets are available in the Athletic Director's or Guidance Offices.

The State of Georgia and CCHS recommends students take the ACT prior to taking the SAT as research shows this improves SAT scores. CCHS offers ACT/SAT Prep tutoring services.

As student-athletes register for the SAT or ACT, be sure to include the Eligibility Center code of 9999 as a test score recipient. This will ensure that the test score is sent directly to the Eligibility Center at no extra charge. Test scores must be reported directly to the Eligibility Center from the ACT or SAT and will not be accepted from official transcripts sent to the Eligibility Center. Remember that if a student takes the SAT or ACT multiple times, NCAA regulations require that all scores must be reported to the Eligibility Center. Please see your guidance counselor and/or coach for more information.

**Colquitt County High School
School-Parent Compact for Achievement
2022-2023**

Revised: May 10, 2019

In support of strengthening student academic achievement, **Colquitt County High School** receives Title I, Part A funds and therefore must develop jointly with, agree on, and distribute to parents of participating children a written parental involvement policy, agreed on by such parents, that contains information required by section 1116 (b) and (d) of the Every Student Succeeds Act (ESSA). The policy establishes the school's expectations for parental involvement and describes how the school will implement a number of specific parental involvement activities, and it is incorporated into the school's plan submitted to the local educational agency (LEA).

Colquitt County High School agrees to implement the following requirements as outlined by Section 1116:

- Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under Title I, Part A, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the school-wide program plan under Section 1114 (b) of the Every Student Succeeds Act (ESSA).
- Update the school parent and family engagement policy periodically to meet the changing needs of parents and the school, distribute it to the parents of participating children, and make the parent and family engagement policy available to the local community.
- Provide full opportunities, to the extent practicable, for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under Section 1111 of the ESSA in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language parents understand.
- If the school wide program plan under Section 1114 b of the ESSA is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the local educational agency.
- Be governed by the following statutory definition of parental engagement and will carry out programs, activities, and procedures in accordance with this definition:

Parent and Family Engagement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:

- (A) That parents play an integral role in assisting their child's learning.
- (B) Those parents are encouraged to be actively involved in their child's education at school.
- (C) That parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child.
- (D) The carrying out of other activities, such as those described in Section 1116 of the ESSA.

JOINTLY DEVELOPED

The parents, students, and staff of **Colquitt County High School** partnered together to develop this school-parent compact for achievement. Teachers suggested home learning strategies, parents added input about the types of support they needed, and students told us what would help them learn. Parents are encouraged to attend annual revision meetings held each spring to review the compact and make suggestions based on student needs and school improvement goals. Parents are also encouraged to participate in the annual Title I parent survey that is also used as a tool to collect parent feedback regarding the current Title I programs and policies.

SCHOOL/TEACHER RESPONSIBILITIES:

In the classroom, teachers will:

- Provide parents with a written and/or recorded description and explanation of the curriculum in use at the school, the forms of academic assessments used to measure student progress, and web resources of supplemental activities focusing on math, reading, and other comprehension strategies.
- Provide materials and training to help parents work with their child to improve their child's achievement, such as literacy training and using technology and post-secondary preparations.
- Provide assistance to parents in understanding how to monitor their child's progress via Infinite Campus (Parent Portal), Georgia End of Course exams, and graduation requirements.

FAMILY RESPONSIBILITIES:

At home, parents will:

- Use resources and written explanations provided by teachers to practice math and reading comprehension strategies at home.
- Use and attend parent meetings to help nurture my child's math and reading comprehension at home as well as help them explore, research and decide on post-secondary options.
- Visit the Math and ELA teachers' class webpage for building the child's reading and math skills as well as the school's webpage to monitor my child's progress via Infinite Campus.

STUDENT RESPONSIBILITIES:

As a student, I will:

- Take home and read over written explanations provided by teachers so parents can help and I can help myself to practice math and reading skills.
- Attend meetings with my parents offered by the school and work with my parents to use the reading and math comprehension skills so that I can better understand learning and the classroom as well as be knowledgeable of options available after graduation.
- Monitor my progress and keep track of assignments via Infinite Campus.

Communications About Student Learning

Colquitt County High School is committed to frequent two-way communication with families about children's learning. Some of the ways you can expect us to reach you are:

- Contact as needed via telephone, email, and/or postal mail.
- Updates on the school website and current grades in Infinite Campus.
- Academic meetings focused on understanding student progress, expectations, and options.
- Parent-Teacher conferences every Tuesday of the school year.

Do you have questions about your child's progress? Contact your child's teacher by phone at **(229)890-6141**. Email addresses are the teacher's **firstname.lastname@colquitt.k12.ga.us**.

Activities to Build Partnerships

Colquitt County High School offers ongoing events and programs to build partnerships with families.

- Parent-Teacher Conferences
- Parent Trainings

- Parent Resource Area
- Volunteering
- Open House

BUILDING CAPACITY

Colquitt County will take the following measures to promote and support parents and family members as a foundation of the school in order to strengthen the school and reach our school goals. We will:

- Ensure that all information related to school and parent programs, meetings, and other activities is sent home in English and Spanish, posted on the school website, Facebook, and school marquee.
- Educate our staff via PLC's, faculty meetings or planning periods and emails on strategies to improve communication with parents and ideas to increase family engagement with reading and math activities for students outside the classroom.
- Communicate with all families on a regular basis regarding parent and family engagement events and activities, such as phone messages, social media, and flyers. Use progress reports and Infinite Campus to assist parents in monitoring their child's progress.
- Provide necessary materials for parents at conferences, meetings, and activities to help parents work with their child to improve their child's achievement, including the harms of copyright piracy.
- Listen and respond to parents' requests for additional support for parent and family engagement activities and provide parent resources to meet our parents' needs.
- Partner with early childhood programs, middle and high schools, college and career ready resources or organizations, parent resources centers, or other programs (as applicable) to help prepare parents and their children for successful school transitioning.
- Work with our parents to develop relevant training and helpful presentations to educate our staff on the importance of parent and family engagement and how to support student learning.
- Use our Partners in Education and School-Community Team to improve awareness of the activities and events listed in the school parent and family engagement policy.
- Offer literacy and computer classes for parents and family members to help further enhance their various educational levels.
- Collect feedback from parents and family members at all events, place input cards around the building and post a suggestion from the school website in order to respond to parents' requests for additional support for parent and family engagement activities.
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Parent and Family Engagement Standards

Colquitt County High School and our parents have adopted the National PTA Standards for Family-School Partnerships as the school's model in engaging parents, students, and the community. These standards are:

1. Welcoming All Families
2. Communicating Effectively
3. Supporting Student Success
4. Speaking Up for Every Child
5. Sharing Power
6. Collaborating with Community

