

Troup County Comprehensive High School

1920 Hamilton Road
 LaGrange, Georgia 30241
 Phone: 706-812-7957
 Fax: 706-812-7960
 Web Site: <http://ths.troup.k12.ga.us>

Each student is required to have a planner; replacement cost is \$5.00
This School Agenda belongs to

NAME _____

STUDENT ID# _____

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TROUP COUNTY BOARD OF EDUCATION

100 North Davis Road, Building C

LaGrange, Georgia 30241

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www.troup.org

Board of Education:

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- Dianne Matthews, Vice Chair*
- Rev. Allen Simpson*
- Ted Alford*
- Debbie Burdette*
- John Darden*
- Alfred McNair*

Superintendent, Cole Pugh

2011-2012 School System Calendar

August 5	First Day of School
September 5	Labor Day
October 12	First Quarter Ends
October 13 – 14	Fall Break
November 23 – 25	Thanksgiving Holidays
December 16	Second Quarter Ends/First Semester Ends
December 19 – January 3	Christmas Holidays
January 4	Third Quarter Begins
January 16	MLK Holiday
February 20	Presidents’ Day Holiday
March 8	Third Quarter Ends
March 9	Student Holiday
April 2 – 6	Spring Break
May 18	Last Day of School
May 18	Graduation (8:00 PM)

Board Approved 3/17/11

SECTION I: TROUP HIGH SCHOOL INFORMATION AND POLICIES

VISION STATEMENT

Troup High School, in partnership with families and community, will ensure a culture of academic excellence, character, school pride, and career readiness through:

- Engaging in learning for life long success by using best practices.
- Maintaining a consistent set of high expectations for performance, attendance, and behavior.
- Embracing and cultivating the ideals of personal responsibility, accountability and mutual respect.
- Creating a supportive atmosphere among parents, students and staff.

MISSION STATEMENT

The mission of Troup County Comprehensive High School is to engage students in a rigorous curriculum in a safe, orderly environment resulting in productive citizens who are career ready and prepared for post-secondary learning.

BELIEF STATEMENTS

1. All students can learn when provided with a rigorous curriculum and when supported academically, socially, and emotionally.
2. Effective and engaging instruction promotes student achievement.
3. Clear and high expectations for all students contribute to their success and timely graduation.

ALMA MATER

Verse 1:

Hail to thee, our Alma Mater
 With thy banners high
 Hail to Thee, with all thy honor
 Dear to thee Troup High.

Chorus:

Faithful, loyal, firm and true
 Hearts bound to hearts will move
 To ourselves and to each other,
 Faithful friends we'll prove.

Verse 2:

Hail to thee, our Alma Mater
 With thy Gold and Blue
 Through the years that thou has served us
 With thy service true.
 (Repeat Chorus)

MASCOT AND SCHOOL COLORS

Troup High's mascot is the Tiger, and the school's colors are navy blue and gold.



REGULAR BELL SCHEDULE

7:30-8:02	Breakfast
8:02	Dismissal to halls
8:10	Tardy Bell
8:10-8:14	Morning Announcements
8:14-9:04	1 st period (50 minutes)
9:10-10:00	2 nd period (50 minutes)
10:06-10:56	3 rd period (50 minutes)
11:02-12:27	4 th period (55 minutes)

Lunch	11:00-11:27	First lunch (27min)
	11:30-11:57	Second lunch (27min)
	12:00-12:27	Third lunch (27min)

12:33-1:23	5 th period (50 minutes)
1:29-2:19	6 th period (50 minutes)
2:25-3:15	7 th period (50 minutes)
3:15	Afternoon Announcements
3:16	Dismissal

HOMEROOM BELL SCHEDULE

7:30-8:02	Breakfast
8:02	Dismissal to halls
8:10	Tardy Bell
8:10-8:14	Morning Announcements
8:14-9:01	1 st period (47 minutes)
9:07-9:22	Homeroom (15 minutes)
9:28-10:15	2 nd period (47 minutes)
10:21-11:08	3 rd period (47 minutes)
11:14-12:36	4 th period (53 minutes)

Lunch	11:12-11:38	First lunch (26min)
	11:41-12:07	Second lunch (26min)
	12:10-12:36	Third lunch (26min)

12:42-1:29	5 th period (47 minutes)
1:35-2:22	6 th period (47 minutes)
2:28-3:15	7 th period (47 minutes)
3:15	Afternoon Announcements
3:16	Dismissal

ATTENDANCE

An absence is defined as nonattendance (except for in-school activities excused by school personnel) in a regularly scheduled class or activity, regardless of the reason for such nonattendance. Parents or guardians shall send a note of explanation to the school the day the student returns to school and the notes must be turned into the Attendance Office on D-Hall. A student may be excused from school for sickness for a maximum of seven (7) days with notes from the student's parent or guardian. All additional absences may be excused with statements from a doctor.

Consequences for excessive absences include:

1. Students will not be eligible for exemption from final exams after 4 absences.
2. Parents will receive a Truancy Notice via certified mail after 5 absences and again after 7 absences.
3. The School Social Worker will be notified after 9 absences.
4. Students will be in danger of losing credit for the specified class unless approved by the waiver committee after 7 absences.

5. Student parking permits will be suspended after 7 absences.
6. After 9 absences per semester a referral will be made to the appropriate law enforcement agency for students 16 years old or younger.
7. The Department of Driver Services will be notified after 10 absences putting the student's driver's license in danger of being revoked.
8. Teachers are not required to accept work missed due to unexcused absences.

SCHOOL ARRIVAL

When a student arrives on campus by bus or by car he/she is expected to enter the school building promptly. There is to be no loitering or visiting in the parking areas. Students are to enter the building through the main entrance or through the Commons Area. Students are to report to the gym, Commons Area, or Media Center. Students may also congregate in the bus landing area prior to the bell. No students should enter A, B, or C-Hall without a pass prior to the bell. When a student arrives on campus he/she may not leave the campus for any reason (walking or driving) without checking out through the front office.

ABSENT FOR PART OF A DAY

A. Arriving at school after school day begins:

1. Sign in at the main office if you arrive after 8:30 a.m.
2. Receive permission to attend class.
3. Go to class period that is in session or do as instructed.
4. Present tardy admittance slip to all teachers.

B. Leaving school before day ends:

1. Present written request which includes parent contact information to a front office secretary prior to 9:00 a.m. The front office will make contact with parents to confirm. **For security reasons phone, email, and fax checkouts will not be allowed.**
2. Sign out and leave duplicate form in sign-out book.
3. Take a copy of the sign-out slip with you.
4. Have parents sign permission form and you will present the form the following day to teachers of classes missed.
5. If a student misses more than 15 minutes of a class the student is considered absent for that class period.
6. When students return to school on the same day, students shall sign-in as described in section A.
7. Medical appointments, illness and court summons are the only excused absences for part of the day. You must bring the summons, appointment cards or written verification.
8. Parents or guardians picking up students must come in to sign out students or have made other arrangements with the school. Only adults listed on a student's registration forms may check out a student, and photo ID may be required.
9. Students may not check out for lunch. If parents wish to take their children to lunch, they must come to the main office to sign students out of school. Students must return to campus and be signed in before the end of the lunch period. Lunches from restaurants may not be brought to students during the school day.
10. **Students will not be called for check out after 3:00.**

TARDIES

Punctuality to school and to classes is important for effective individual learning and an orderly learning environment for all students. Students are expected to arrive at school on time and be in classes on time. If a student is tardy they will report to the front office to receive a tardy pass. Students **MUST** have a pass in order to join a class after the tardy bell.

- No student who has more than 4 tardies to any one class will be eligible for final exam exemption in that class.

- Upon receiving a tenth tardy (adding all classes together) students will receive detention hall.
- Upon receiving the twelfth tardy students will receive detention hall.
- Upon receiving the fourteenth tardy students will be referred to the office and receive one day of ISS. Students may choose to serve Saturday School to preserve final exam exemption status.
- Upon receiving the sixteenth tardy students will be referred to the office and will receive two days of ISS without the choice for Saturday School. Students will not be eligible for final exam exemption.
- Upon receiving the 18, 20, 22, etc tardies students will be referred to the office and receive 2 days of ISS or 2 days of OSS.
- Tardy counts will be for one semester.

DISMISSAL

Students should exit the building when the dismissal bell rings at 3:16. There should be no loitering in the hallways or Commons Area after dismissal. The building will be officially closed at 3:30. Any student not participating in a school sponsored activity should be out of the building at that time. Students who are participating in a school sponsored activity should be with an adult sponsor at this time.

GUIDANCE

The counselors at Troup High School are available to help students with their educational program, with career plans, and with their personal and social development. The counselors are also available to work with parents and faculty to help provide the best possible education for each student. Students who want to meet with their counselor should make an appointment through the guidance office secretary.

Counselor Initial of Students' Last Names

Derek Diefendorf	A-F
Wanda Huguley	G-N
Genie Medders	O-Z

COLLEGE CREDIT NOW

Students and/or parents should consult with the counselor regarding eligibility for the College Credit Now program which allows students to pursue postsecondary studies while receiving dual high school and college credit for courses successfully completed.

GEORGIA SCHOLAR PROGRAM AND GOVERNOR'S HONORS PROGRAM

The Georgia Scholar Program provides recognition for exceptional achievement and special leadership. The Governor's Honors Program is a six-week summer school program at no cost to the student selected. A selected student must be entering his/her junior or senior year. Contact your counselor for details.

COLLEGE AND CAREER INFORMATION

College and career information is available through GA College 411. Counselors can assist students in setting up an account with GA College 411. If a student needs information about a specific college or career, the counseling office will attempt to secure it. Representatives from various colleges, universities, armed services, technical schools, and other post-secondary schools visit Troup High School during the school year. Announcements are made prior to each representative's visit. Students can speak with representatives during their lunch period. Students may not miss class to visit with a college representative.

SCHOLARSHIPS

Scholarship opportunities will be announced once they are received by the guidance office. Students may visit the guidance office to obtain applications one specific scholarships have been announced.

CREDIT RECOVERY

Credit recovery is available for students who are unsuccessful in attempting a course. A \$100 deposit and a \$10 lab fee are required. See your guidance counselor for details and registration. Student applications will be prioritized and assignments made accordingly.

TRANSCRIPTS

Requests for transcripts can be secured from the Guidance Office. There is a \$2.00 charge for transcripts sent to post-secondary schools and/or prospective employers. Personal copies are not available. Transcripts may also be requested through GA College 411.

TESTING

SAT

The Scholastic Aptitude Test (SAT) of the College Board will be given seven times during the school year. Registration deadlines and test dates are available in the Guidance Office.

ACT

For colleges which require students to provide American College Testing (ACT) assessment scores, applications and a testing schedule are available in Guidance Services. ACT is accepted by all Georgia colleges and is the preferred entrance test at a number of out-of-state colleges. Registration deadlines and test dates are available in the Guidance Office.

PSAT

The Preliminary Scholastic Aptitude Test (PSAT) will be administered to all 10th grade students and select 9th and 11th grade students. Other students who wish to take this test for an \$11 fee must see the Testing Coordinator prior to September 22. The PSAT measures reasoning abilities important to academic performance in college. Scores from the 11th grade students' exams are used for the National Merit Scholarship Qualifying Program, which enables students to compete for scholarships.

GEORGIA HIGH SCHOOL GRADUATION TEST AND GEORGIA HIGH SCHOOL GRADUATION WRITING TEST (GHSGT/GHSGWT)

The GHSGT and GHSGWT assess students' knowledge and skills in Language Arts, Writing, Mathematics, Social Studies, and Science. The tests are given during the junior year. Opportunities for retesting are given four additional times before the end of the 12th grade year. Students transferring into Georgia schools must also pass all portions of the Graduation Test to receive a diploma. Students may continue to take the test as many times as necessary after leaving school. Waivers and variances are available in certain cases and may be discussed with a counselor, but meeting the criteria for a waiver does not guarantee that a waiver shall be granted. **The GHSGT will not be administered to freshman whose entry date is Fall 2011 and beyond. See testing requirements for graduation on page 13.**

END OF COURSE TESTS

Students enrolled in Math I, Math II, U.S. History, Economics, 9th Grade Literature, American Literature, Biology, and Physical Science must take an end-of-course test (EOCT). These tests are comprehensive standardized tests developed by the Georgia Department of Education and the results of each test count 15% of the related course grade for all students with the exception of freshman whose entry date is Fall 2011 and beyond. For these

students the EOCT grade will count 20% of the related course grade. EOCTs may not be exempted and credit will not be issued for a course in which a student has not completed a required EOCT. Passing EOCTs may help students who seek GHSGT/GHSGWT waivers. **See testing requirements for graduation on page 13.**

COMPASS AND ASSET TESTS

These tests are administered to students interested in enrolling in technical college courses while attending Troup High. At present this includes the Nurse Aid Program. Students who plan to attend a technical college after graduation are encouraged to test to be eligible to attend the technical college of their choice.

ASVAB

All 10th, 11th, and 12th grade students may take the Armed Services Vocational Aptitude Battery (ASVAB) in January. The test is given by a test administrator from the Federal Government, with the assistance of representatives from the various branches of the Armed Services.

WORK KEYS

As part of Georgia's Work Ready program, all seniors are required to take the Work Keys assessment. This test provides a measure of students' work readiness status and skills. Scores are reported in four performance categories: Platinum, Gold, Silver, and Bronze. Students who score in the Platinum and Gold levels will receive cords to wear with their graduation regalia.

TESTING SCHEDULE

EOCT

December 5 – 9

April 30 – May 4

GHSGT

September 12 – 16 – Retakes

November 7 – 11 – Retakes

March 19 – 23 – Main administration

GHSGWT

September 28

February 29 – Retakes

PSAT

October 12

AP EXAMS

May 7 – 18

EXTRA-CURRICULAR ACTIVITIES

Every student is encouraged to participate in some activities sponsored by the school. The activities program is designed to offer opportunities for exploring, developing, and widening the student's range of interests and to help the student develop poise and leadership. Participation enables students to learn how to better plan and work with others. All clubs must have a teacher as sponsor as well as a constitution, a list of officers, a working budget, and a membership roster. Participation in extra-curricular activities is controlled by whether the activity is competitive or non-competitive. A competitive activity is when one or more students from one school compete against one or more students from another school. For a student to be involved in a competitive activity, the student must:

1. Pass at least 5 of 7 classes the semester preceding participation. Summer school is an extension of spring semester.
2. Earn the required number of units to be on track for timely graduation.
3. There will be limited transportation offered for students who wish to participate in after-school activities. Check with the advisor or coach in any activity in which you wish to participate. Below is a list of the clubs and extra-curricular activities available to students at Troup High.
4. For more information about eligibility and how to become involved in any of these activities please visit our website at <http://ths.troup.k12.ga.us>.

ATHLETICS

1. Students participating in athletics must have a current medical examination on file certifying the student is physically fit for participation.
2. Athletes are required to purchase insurance coverage as a condition of their participation in interscholastic competitive athletics.
4. Students who are not eligible to participate may not practice or travel with a team or activity.

Teams include: Baseball, Cheerleading, Cross Country, Golf, Tennis, Basketball, Football, Softball, Track, Soccer, Swim, Wrestling, and Volleyball.

CLUBS AND STUDENT ORGANIZATIONS

Clubs and Student organizations include: Academic Team, Air Force ROCT, Anchor, Art, BETA, Dance Team, DECA, Diamond Dolls, Family, Career, & Community Leaders of America (FCCLA), Fellowship of Christian Athletes (FCA), Future Business Leaders of America (FBLA), Future Educators of America (FEA), Future Farmers of America (FFA), Interact, Key, Literary Competition, Marching Band, Mat Cats, National Honors Society, One-Act Play, PHI SIGMA CHI, ROBOTICS TEAM, Sierra Club, Spanish Club, Student Council, S.W.A.T., Teens Against Genocide, Tigerettes, Tiger Pearls, Tiger Tools, Thespian Society, Tri-M Music Honor society, Troup High Steppers, Skills USA, Vocational Occupational Clubs of America, Youth Alive, Yearbook Staff

OTHER THS POLICIES

ASSEMBLIES

School assemblies contribute to the development of our school climate. The number of assemblies and the privilege of students to attend are contingent upon their ability to conduct themselves properly at all times, regardless of the type of assembly being viewed. The following points are emphasized:

1. Please enter as quickly as feasible.
2. Please remain quiet and attentive during all programs.
3. A courteous reception should always be extended to persons and programs.
4. Whistling, booing, talking or other acts of discourtesy show lack of maturity, respect, and consideration. They also reflect upon the good name and reputation of the entire student body.
5. Class yells are not appropriate at assemblies except for pep rallies.
6. At pep rally assemblies, all students are urged to enter into and help with school spirit by participating and cooperating with the cheerleaders. However, booing, whistling, or any other acts of ill manners have no place in the program.

CAFETERIA

Troup High School is committed to preparing nutritious meals for students. Cashiers do not make change; any balance will be credited to a student's account for future purchases. Troup High School discourages charging of meals; however, if a student cannot pay on a given day, a meal will be provided on that day with the understanding that the cafeteria will be reimbursed the next day as a condition of receiving another meal the next day. Families who may be eligible for free or reduced-price meals are encouraged to complete an application. Please see a cashier.

Lunch Rules:

1. No student is permitted to leave school during lunch.
2. No food purchased from a restaurant is allowed to be consumed in the Commons Area.

3. All students are required to eat in the Commons Area whether they bring their lunch or purchase a lunch.
4. No food or drink is to be taken out of the Commons Area (cafeteria and courtyard) including food or drink purchased from vending machines and the school stores.
5. Students must stay in the Commons Area (cafeteria and courtyard) during their lunch period. Students must have a pass signed by a teacher or administrator in order to leave the commons area during lunch. Leaving the commons area without permission **will be considered skipping class for disciplinary purposes.**

Breakfast

Full Price	1.25
Reduced Price	.30
Adults	1.75

Lunch

Full Price	2.15
Reduced Price	.45
Adults	3.30

Extra milk and juice will be .35 each.

FOOD, DRINK

Food and drink are allowed only in the Commons Area (Cafeteria and Courtyard). Food and drink purchased from a school store or vending machines must be consumed in the Commons Area. **Any food or drink which is taken into the hallways or classrooms will be confiscated and discarded.** Students may have bottled water in hallways and in classrooms with teacher permission. Bottled water is not allowed in computer labs and the media center.

CLASS CHANGE

During class change students should move quickly to their next class. No standing and talking in the hallways is permitted.

LOCKERS

Each student is assigned a locker. Students should know their locker combination. Do not "jam" your lock. Each student is to use his or her assigned locker. Do not share lockers. The school reserves the right to inspect lockers at any time. They should be kept clean and locked. **Locker inspection will be held periodically.** A student will be responsible for restitution for any damage to a locker. The school is not responsible for any valuables stolen from lockers.

MEDIA CENTER

The media center is open to all students during regular school hours, Monday through Friday, 7:45 a.m. to 3:45 p.m. Students do not need a pass before or after school. During school hours a student must have a planner hall pass from a teacher to visit the media center. Students should sign in and out in the book provided at the circulation desk. **Absolutely no book bags are allowed in the media center during school hours.** Students who wish to come to the media center during their lunch time for reading, studying, etc. must also have a planner hall pass. Books may be borrowed for two weeks and renewed once unless reserved for another student. Magazines (except latest issues), pamphlet file materials, and checkout encyclopedias and literary criticism books are limited to overnight check-out. A fine of ten cents a day for each overdue book is charged on two-week loans. There is a grace period of two days; therefore, the minimum fine on a regular overdue book is \$0.30. Overnight materials are charged \$0.25 per day when overdue. The grace period does not apply to overnight materials. Media center fines of \$0.25 or more must be paid before more materials may be borrowed. A student must pay for all materials that the student damages or loses. Exam exemption is denied to students who have outstanding overdue books or fines owed to the media center. A student must also clear all fines before graduation. There is access to the Internet in the media center. The Troup County School System Internet policy requires students to take home a permission form to share with their parents. After the student and parents read, sign and return the form to the media center, the Internet permission box in the planner will be

validated. Student use of the Internet must be related to a class assignment made by a teacher. Please remember **INTERNET ACCESS IS A PRIVILEGE - NOT A RIGHT. Misuse of the privilege will result in cancellation of the student's Internet license.**

MEDICATIONS AND ILLNESS AT SCHOOL

Students who become ill at school shall report to the school nurse or to the Guidance Office. Students must have their pass page in their handbooks signed by their teacher stating the need to call or go home due to illness. It is the student's responsibility to notify the teacher of an illness. A parent/guardian will be contacted before a student will be given permission to leave school. Students who require medications at school should get a form from the Guidance Office to be signed by the parent. The medication and form should be returned to the Guidance Office. **Students may not possess prescription or over-the-counter medications while at school.**

PARKING REGULATIONS

Driving and parking on campus is a privilege, not a right. Each vehicle must be registered at a cost of \$25.00 and a parking permit placed on the rearview mirror. The following rules apply and the owner of a vehicle is responsible for all regulations being followed by any occupant of his/her vehicle. Vehicles not complying with parking regulations will be subject to being towed at the owner's expense.

1. Students must have cleared all fines, dues, lost books, etc. in order to receive a parking permit.
2. Each driver will be assigned a numbered parking space. Parking is limited to designated student parking areas.
3. Cars must be operated in accordance with state and local laws, common rules of courtesy, and consideration of others. All students must be licensed and covered by insurance.
4. Vehicles must be parked immediately upon entering the campus and all occupants need to vacate the vehicle promptly. All students must leave the parking areas immediately and enter the building. There is to be no loitering or visiting in the parking areas.
5. At the time a vehicle enters the parking area all occupants of the vehicle are considered present at school. In order to leave the campus (walking or driving) for any reason students must check out through the front office.
6. Continual lateness to school will prompt a suspension of parking privileges for a minimum of 5 days.
7. Students who use their car to leave school without permission and/or transport others without permission will forfeit parking privileges for a minimum of 5 days.
8. Students are not to return to any vehicle during the day without the written permission of a teacher or administrator.
9. Students' vehicles may be subject to search by school administration if there are reasonable grounds to believe that drugs, alcohol, stolen property or other contraband might be present in the vehicle.
10. Students must wear a seat belt. Failure to wear a seat belt on campus will result in the suspension of the parking permit.
11. Students will not ride in the back of pickup trucks on campus.
12. The school is not responsible for the vehicle or its contents.

PREPAREDNESS

Being prepared for class is essential to academic success. The teachers and administrators of Troup High School expect that all students will be prepared for every class, every day. Students who are not prepared for class regularly may be referred to the office for Failure to Obtain Academic Achievement and may face disciplinary action.

SEARCHES/METAL DETECTORS

As a part of an overall plan to protect the health, welfare, and safety of students, faculty, staff, and visitors to our school, and to reinforce provisions of the code of student conduct, metal detectors may be used to screen for firearms and other weapons in order to locate and deter their use. Police canine units may be used to screen for illegal drugs in order to locate and deter their use. Random searches may be conducted with minimal disruption to the educational program.

STUDENT HANDBOOK/HALL PASS

Students who need to leave the classroom for any reason must have a valid pass, signed by their teacher. A pass page is found in this handbook. Every student in a group must have a pass. Students caught forging passes in anyway are subject to punishment for forgery under school policy. Passage shall be by the shortest and quickest practical route without stopovers at the phone, vending/coke machines, or other classrooms. **A "no handbook-no pass" policy will be enforced.** Students **must** use their own handbook. Students found in the hall without a pass will be subject to detention or in school suspension. Students who lose their handbooks **MUST** purchase another at a cost of \$5.00. See the front office personnel in order to purchase a new handbook.

TEXTBOOKS

Textbooks are issued at the beginning of each semester by each teacher. Each book is numbered by teachers and distributed to individual students. Students are responsible for each book. Cost of lost or damaged textbooks will be determined by the following formula: deduct 1/5 each year of original price for cost of textbooks. The minimum amount charged will be \$5.00

VISITORS

All visitors shall check with the main office before visiting the school. Students will not be allowed to bring visitors to school.

WORK PERMIT

Work Permits may be secured in the CTAE Supervisor's Office. Workers less than 18 years old are required to have a permit.

WORK-BASED LEARNING

Work-based Learning is available for 11th and 12th grade students who qualify. See your guidance counselor for details and registration.

TROUP HIGH DISCIPLINE POLICIES

DISRUPTIVE BEHAVIOR

Maintaining a safe and orderly environment which is conducive to learning is the number one priority of the Troup High School faculty and staff. Any behavior which is disruptive to the learning environment will not be tolerated. When participating in classroom activities remember to be ready, responsible, and respectful. While in the hallways please remember that learning is taking place in classrooms. Move quickly and quietly to your destination.

CELL PHONE / ELECTRONIC DEVICE POLICY

Cell phones, i-Pods, MP3 players etc., may be used before school in the gym, cafeteria, or outdoors but must be turned off and kept out of sight during the regular school day beginning at the 8:02 bell. Students may resume the use of these devices during their lunch period in the commons area. Cell phones should not be used in the hallway on the way to the commons area. No music coming from electronic devices should be able to be heard by others while in any part of the building. Devices will be confiscated when any of these rules are not followed. Confiscated devices may be picked up only by a parent in the discipline office after school prior to 4:00. All electronic device privileges may be restricted by the administration if infractions for use of these devices rise to a level of concern.

1 st offense	Confiscate device, parent must pick up from office
2 nd offense	Confiscate device, 1 day OSS
3 rd offense	Confiscate device, 2 days OSS
Subsequent offenses	Confiscate device, one additional day of OSS

Refusal to surrender an electronic device to a school employee when asked will result in out-of-school suspension for three days.

DRESS CODE

The policy of Troup High School is that good grooming and personal appearance are essential elements in the teaching and learning processes. Furthermore, the dress and personal appearance will not be disruptive or interfere with the legitimate interest and welfare of the students. **Troup High School will enforce the dress code adopted by the Troup County Board of Education as found on page 14 of this handbook.** This policy does not allow hats to be worn in the building. It is recommended that hats be placed in your locker during the school day. Hats worn in the building after the 8:02 bell will be confiscated and will have to be picked up by a parent.

1 st & 2 nd offense	Call home for change or ISS
3 rd offense	Suspended pending parent conference
4 th and subsequent	3 days ISS or OSS

SENIOR DISCIPLINE/GRADUATION REQUIREMENTS

Disciplinary actions may impact a senior's ability to graduate with his/her class. During the last months and weeks of the school year seniors who are referred to the office may lose the privilege of marching with his/her class and/or may be required to complete community service prior to receiving his/her diploma. Seniors are required to participate in graduation rehearsal as a condition of participating in the graduation ceremony. All fines must be cleared prior to graduation. If fines are not cleared students may lose the privilege of participating in the graduation ceremony. Diplomas will not be issued to any student who owes a fine.

DETENTION

Administrators and teachers have the authority to keep students after school hours. In the case of students whose immediate detention would pose transportation problems, twenty-four hours notice will be given before detention takes place. Administrative Detention will be held each Tuesday and Thursday 3:25 – 4:15.

- Any student who is tardy for detention will receive another day of detention.
- Students must bring school assignments and/or study materials to detention. Any student who is off task during detention will receive another day of detention.
- Disruptive behavior during detention will result in OSS or ISS.
- Students assigned detention may not leave detention except in the case of emergency.
- Any student who skips, misses, or does not serve an assigned detention shall be assigned one day of ISS, OSS or Saturday School. Rescheduling of detention is permitted only due to an excused absence.
- The student is responsible for transportation home.

IN-SCHOOL SUSPENSION

Students are assigned ISS by the school administrator. The student may be suspended from school, even if they have never served ISS. The school administrator will inform the student of the starting date in ISS. An attempt will be made to notify the parents by phone. If unable to reach by phone, a letter will be sent home. Students will

also be provided with disciplinary forms. A student assigned to ISS must follow the following procedures:

- If you have been assigned to ISS it is your responsibility to have **all** books and materials when you enter the ISS classroom. The day prior to entering ISS you will need to take all your materials home with you or put them in the ISS room before you leave school.
- Students assigned to ISS are to report directly to ISS and nowhere else after the morning dismissal to halls bell.
- There will be no sleeping, leaning against the sides of the carrel, or putting your head down in ISS.
- When an assignment has been completed, fold it in half, write your name and your teacher's name on the outside of the assignment. Turn the assignment in to the ISS instructor.
- There is no talking in ISS. If you have a question, raise your hand and wait for a response from the teacher. Do not speak out and do not turn around.
- Do not write or pass notes, do not write or carve on the desk, chairs, or walls of the carrel.
- Do not bring food, candy, or drinks into the ISS room.
- There will be two restroom breaks each day at 10:30 and 1:30. Lunch will be served at 10:45. In the lunchroom, students will be assigned a table, there will be no talking and students will sit facing the serving lines.
- In order to be eligible to exit ISS all assignments must be complete. Days absent, time from early check-outs and late check-ins will be made up prior to being released from ISS.

If a student assigned to ISS is disrespectful, disruptive, or breaks any of the above rules they will be suspended from school. After the student returns from OSS all ISS time assigned must be completed.

SATURDAY SCHOOL

In an attempt to limit the number of days a student is separated from instruction due OSS and ISS Troup High School offers a Saturday School Program. This opportunity will be offered to students at the discretion of the administration. This program is completely voluntary. Therefore, students and parents can choose which option is best for their circumstances. Saturday School does not affect student exemption status. Saturday School rules are as follows:

- Saturday School hours will be from 8:00 a.m. – 12:00.
- Check in to Saturday School in the cafeteria. Enter the school through the cafeteria doors.
- Students should bring study materials and assignments.
- All THS policies and regulations will be enforced during Saturday School (including dress code).
- If a student is tardy to Saturday School, breaks any school rules, or does not use this time productively they can be assigned the suspension for the original referral.
- Participation may be limited by available seats.
- If a student does not attend assigned Saturday School days the original suspension will be enforced and may be extended.



TROUP COUNTY HIGH SCHOOL PROGRESSIVE DISCIPLINE PLAN

To promote consistency in the handling of disciplinary matters, the administration of Troup High has developed the following guidelines. Students are expected to behave appropriately at all times; however, when misconduct occurs, the following progressive discipline plan shall guide the assignment of consequences for given infractions. Administrators may exercise discretion and adjust consequences in cases involving mitigating circumstances.

Infraction	First Offense	Second Offense	Third Offense
1.01 Simple Assault	Up to 5 days ISS and 5 days OSS or disciplinary hearing	Mandatory Hearing Offense	Mandatory Hearing Offense
1.03 Simple Battery	Up to 5 days ISS and 5 days OSS or disciplinary hearing	Mandatory Hearing Offense	Mandatory Hearing Offense
1.08 Affray	Up to 5 days ISS and 5 days OSS or disciplinary hearing	Mandatory Hearing Offense	Mandatory Hearing Offense
1.09 Bullying	Parent Conf. and/or ISS or OSS	Minimum of 3 days ISS or OSS	Mandatory Hearing Offense
5.04 Possession/use of Tobacco	Confiscation of product and 2 days OSS	Confiscation of product and 3 days OSS	Confiscation of product 4 days OSS – Each subsequent infraction will result in one additional day of OSS
6.01 False Statement	Parent Conference and Administrative detention or ISS	ISS or OSS	ISS or OSS
6.03 Forgery	Parent Conference and Administrative Detention or ISS	ISS or OSS	ISS or OSS
7.01 Threats and Intimidation	Parent Conference and/or ISS, OSS, or Hearing	ISS, OSS, or Hearing	ISS, OSS, or Hearing
7.05 False Report of a Crime	Referral to School Resource Officer	ISS or OSS	ISS or OSS
7.08 Refusal to Obey School Officials	Administrative Detention or ISS or OSS, depending upon severity	ISS or OSS	OSS or Hearing
10.01 Academic Achievement	Teacher parent contact/conference	teacher detention	Referral to office, ISS or OSS
10.03 Disruptive Conduct	Parent Conference and Administrative Detention or ISS	ISS or OSS	ISS or OSS
10.04 Cheating	Parent Conference and Administrative Detention or ISS	ISS or OSS	ISS or OSS
10.05 a. Unexcused Absence (Skipping)	Parent Conf., ISS, or Sat. School	Minimum 3 days ISS	Minimum 3 days ISS
10.05 b. Tardy to class/school	10 th and 12 th total tardies (adding all classes together) detention hall.	14 th tardy – 1 day of ISS or 1 day of Saturday School	16 th Tardy – 2 days ISS – No Saturday School option 18 th , 20 th etc 2 days of ISS or OSS
11.02 Use of Profane or Obscene Language	Administrative Detention or ISS or OSS	ISS or OSS	ISS or OSS
12.01 Inappropriate Display of Affection	Parent Conference and/or Administrative Detention	ISS or OSS	ISS or OSS
12.03 Electronic Devices	Confiscation of cell phone and parent/guardian must come pick up phone from school office	Confiscation of cell phone and 1 day OSS	Confiscation of cell phone and 2 days OSS – Each subsequent infraction will result in one additional day of OSS
12.08 Outside Conduct	Administrative Discretion	Administrative Discretion	Administrative Discretion
12.09 Chronic Misbehavior	Administrative Discretion	Administrative Discretion	Administrative Discretion
12.10 Reckless Conduct	Administrative Discretion	Administrative Discretion	Administrative Discretion
15.05 Sexually Explicit Material	Administrative Discretion	Administrative Discretion	Administrative Discretion
Parking Violations	Minimum 5 days suspension of parking permit	Minimum 10 days suspension of parking permit	Minimum 15 days suspension of parking permit
Mandatory Tribunal Hearing Offenses are listed below			
1.02 Aggravated Assault	3.01 Robbery	7.06 False Report of a Fire	7.03 Inciting to Riot
1.04 Battery	3.02 Armed Robbery	7.07 False Public Alarm	13.01 Physical Violence of an Insulting or Provoking Nature to School Personnel
1.05 Aggravated Battery	4.01 Weapons, Dangerous, Instruments/Exp. Compounds	7.09 Influencing Witnesses	13.02 Physical Violence Causing Physical Harm to School Personnel
1.07 Hazing	5.01 Possession of Drugs/Alcohol	7.10 Participation in Gang Act.	15.01 Sexual Harassment
2.01 Theft by Taking	5.02 Sale of Drugs or Alcohol	8.01 Damage to School Property	15.02 Sexual Battery
2.03 Theft by Receiving Stolen Property	5.03 Use of Drugs or Alcohol	8.02 Damage to Private Property	15.03 Sexual Propositions
2.04 Theft by Extortion	5.05 Drug Related Objects	7.02 Riot	15.04 Public Indecency
			15.06 Sexual Relations

SECTION II – TROUP COUNTY POLICIES AND INFORMATION

GRADING POLICY

Troup County grades student progress on a semester basis. Credit is given at the end of each semester if a student successfully completes requirements of the class. Required classes that have a failing grade must be repeated. Grades for each grading period are determined by the grades received in several categories: tests, homework, daily class work, projects, term papers, etc. A course syllabus will be supplied to each student which will explain how grades are determined for each class. Grades are assigned according to the following scale:

- A – 90 - 100
- B – 80 - 89
- C – 70 - 79
- F – 69 and below

Work that does not meet curriculum standards will be assigned grades ranging from 40-69. No attempted work* will be assigned a grade lower than 40; however, zeroes may be issued for any work not attempted.

Numerical grades (not letter grades) will be recorded each grading period for reporting purposes. All makeup work and grade changes must be completed within 10 school days following the end of the grading period. Progress reports are sent home mid-way through each grading period. Report cards are sent home quarterly.

*Attempted work means that a student made an adequate attempt to complete an assignment as determined by his/her teacher. Placing your name on an assignment does not constitute an adequate attempt.

GRADE CATEGORIES

All teachers will adhere to the following grade weights:

- EOCT*/Final Exam 15%
- Benchmark/Mid-term/Post Exams 10%
- Class I Major Assessments 40%
- Class II Minor Assessments 25%
- Class III Performance Assessments 10%
- Process Points – up to three per Class I Assessment as described herein.

* EOCT for freshman whose entry date is Fall 2011 and beyond will count 20% of the corresponding course grade.

Class I and Class II assessments are true assessments of learning. These assessments are conducted after students have been engaged in instruction and have had ample opportunity to master content. As a general rule, all chapter/unit exams will be counted as Class I major grades. Teacher discretion will be used to determine the classification of other true assessments of learning. Class III performance assessments include all activities/assignments deemed by the teacher to contribute to the overall attainment of content. Performance assessment opportunities may include, but are not limited to homework, classwork, cooperative learning group contributions, and lab group contributions.

PROCESS POINTS

Process points are issued for habits that contribute to a student's overall academic success but that are not based solely on student academic performance against standards based learning criteria. Non-Academic process point opportunities may include, but are not limited to work ethic/preparedness, punctuality, classroom discipline, and class participation. All process opportunities will be assessed on a scale of 40 to 100 points. Process points will be added to Class I grades for each unit of instruction according to the following scale:

- 3 process points – 81-100%

- 2 process points – 61-80%
- 1 process point – 41-60%
- 0 process points – ≤ 40%

MINIMAL ASSESSMENTS EACH GRADING PERIOD

All teachers will provide students with a minimum of three Class I, Class II, and Class III assessments per nine week grading period. Grades should be posted to Infinite Campus on a weekly basis.

RE-TESTING PROTOCOL

Retesting after Earning Failing Grades:

- Students who have failed a Class I assessment will be offered remediation and re-take opportunities as stated in the course syllabus.
- Required re-take opportunities must occur within two weeks of the original grade posting.
- Re-test opportunities will be afforded to students up to 7 school days prior to final exam week.

Retesting after Earning Non-Failing Grades:

- All students will be given the opportunity to make one attempt to re-take Class I assessments to improve grades.
- This must occur within two weeks of the original assessment and per the re-test protocol set in the course syllabus.
- Re-test opportunities will be afforded to students up to 7 school days prior to final exam week.

Exceptions:

- Mid-Term, Benchmark, EOCT, and Final Exams and any tests administered in accelerated, honors, and AP classes are exempt from the retake policy. No provisions will be made to allow any student to re-take any of these exams.

GRADE POINT AVERAGE/RANK IN CLASS

Every graduate's final transcript will reflect three Grade Point Average/Rank in Class computations:

- The Simple Grade Point Average (SGPA) is determined by converting all grades earned to honor points and dividing them by the total number of classes attempted. The 4 point scale (A=4, B=3, C=2, F=0) is used and this number is recorded on the permanent record.
- Numerical Simple Grade Point Average (NSGPA) is determined by averaging the number grades earned in all courses taken.
- The Academic Rank in Class is determined by converting grades earned in English, Foreign Language, Mathematics, Science, Social Studies, Advanced Fine Arts and all Advanced Placement classes to honor points. Grades used to determine the Academic Rank in Class will be those from the ninth grade through the midterm of the spring semester of the senior year. Grades earned during the spring semester of the senior year will count as semester grades. The sum of the honor points of all seniors will be ranked in descending order and will determine the Academic Rank in Class. This rank is recorded on the permanent record as upper 5%, upper 10%, upper 15%, upper 20%, upper 25%, upper 50% or lower 50%. Each student's grades are computed at the completion of the 11th grade and again at the end of the midterm of the spring semester of the senior year to determine his/her academic rank. The top 15% of each senior class will be honored at graduation as honor graduates.
- Students participating in Post Secondary Option (PSO) must have a minimum of four (4) semesters of full-time school attendance in the designated high school from which they

will graduate in order to be eligible for consideration as the Valedictorian.

The following index of honor points is utilized to determine the Academic Rank in Class.

Classes	A	B	C
Advanced Placement	6	5	4
Regular Courses	4	3	2
Special Education	3	2	1

Students enrolled in Post Secondary Options classes from the academic area will earn honor points in the same weight as Advanced Placement classes.

GRADUATION REQUIREMENTS

Each student must declare a pathway and meet all stated requirements before earning a diploma in Troup County. All requirements for graduation will be explained to students and parents at their first academic advisement session. Graduation requirements are located in Policy IHF and may be retrieved from the school system's website or obtained from a counselor.

GRADUATION TESTING REQUIREMENTS

Students Entering 9 th Grade for the first Time Fall 2008 – Fall 2010	Entering 9 th Grade for the first time Fall 2011 and Beyond
Passing score on GHSWT Passing score on one of the following: <ul style="list-style-type: none"> • ELA GHSGT • 9th gr. Lit EOCT • Amer. Lit EOCT Passing score on one of the following: <ul style="list-style-type: none"> • Math GHSGT • Math I EOCT • Math II EOCT • Algebra I EOCT • Geometry EOCT Passing score on one of the following: <ul style="list-style-type: none"> • Science GHSGT • Biology EOCT • Physical Science EOCT Passing score on one of the following: <ul style="list-style-type: none"> • Social Studies GHSGT • Economics EOCT • US History EOCT 	Passing score on GHSWT Passing score in all EOCT courses (EOCT will count 20%)
All Troup County Board of Education requirements, including all required courses and credits must be satisfied along with the items above.	

HONOR ROLL

A simple grade point average will be used to determine eligibility for honor roll. All final semester letter grades will be converted to honor points and the average will determine eligibility for honor roll. (A=4, B=3, C=2, and F=0) Honor roll will be posted by the following categories: 4.00, 3.5-3.99, and 3.00-3.49. Students who have a grade less than 70 (F) in any course will not be eligible for honor roll that semester.

STAR STUDENT

Each year, the senior with the highest SAT score on a single new SAT test is named Star Student. This student must have taken the new SAT by the December test date and must score higher than the national averages on both the math and the verbal portions of the exam. Also, the student must be in the top 10% of the senior class academically.

VALEDICTORIAN, SALUTATORIAN, DISTINGUISHED HONOR GRADUATES, AND HONOR GRADUATES

All Troup County students are encouraged to aspire to become honor graduates, and those whose efforts culminate in exemplary achievement are deserving of recognition. In December of 2008, the Troup County Board of Education adopted a new policy governing honor graduates that includes a phased implementation. Criteria for a specific class are located in Policy IHDA and may be retrieved from the school system's website or obtained from a counselor.

ATTENDANCE POLICY

Georgia law requires all pupils of school age (six to sixteen) to enter school on the opening date and to be in regular attendance thereafter. The State Board of Education states that students may temporarily be excused from school under the following conditions:

1. Personally ill and when attendance in school would endanger their health or the health of others.
 2. A serious illness or death in their immediate family necessitates absence from school.
 3. Mandated by order of governmental agencies, including preinduction physical examinations for service in the armed forces, or by a court order.
 4. Celebrating religious holiday of the faith embraced by the student.
 5. Conditions render attendance impossible or hazardous to their health or safety.
 6. Registering to vote, or voting, for a period not to exceed one day.
 7. A student, whose parent is in the military service and who has been called to duty for or is on leave from overseas deployment to a combat zone or combat support posting, is to be granted up to five excused absences per school year to visit with a parent prior to deployment or during such leave.
- Legislative pages are counted present.

A written explanation for an absence signed by parent or guardian and stating the cause for the absence should be brought to school when the student returns. An absence remains unexcused until a written explanation is received. Explanation must be received within three (3) days of the student's return to school. When a student has had five (5) or more absences the school will notify the parents. After a minimum of seven (7) absences, the school will send a second Truancy Notice via certified mail and the student's name will be forwarded to the appropriate School Counselor and the School Social Worker. After a minimum of nine (9) absences per semester, if the above attempts are met with continued non-compliance by the parent or legal guardian as evidenced by continued absences, and the child is between the ages of 6 and 16, a referral will be made by the school to the appropriate law enforcement agency. **(Turn in excuses to the Attendance Office on D-Hall.)**

ATTENDANCE FOR COURSE CREDIT

When a student in grades 9-12 has more than seven (7) absences in a specific class in a semester, whether excused or unexcused, the student is in danger of losing credit for the specified class unless approved by the waiver committee. It is the responsibility of the student and parent to apply for a waiver at the end of the semester should a waiver be required. Students with serious medical illnesses/conditions may be eligible for home bound services.

All work missed is expected to be made up for all absences. Students are expected to make arrangements within three (3) days to make up missed work following their return to school.

Ignorance of the rule shall not be considered sufficient cause for setting aside its effects.

This policy is currently under revision and changes may be forthcoming.

ACTIVITY ABSENCES

Student time away from classes shall be limited to 10 instructional days per year (60 instructional hours per year) for school sponsored non-instructional activities. Documentation or individual student absences shall be maintained.

FINAL EXAM EXEMPTION POLICY

No student who has had a discipline referral resulting in ISS/OSS is eligible for an exemption. ISS for one class period results in the loss of exemption for all periods.

High school students who meet the discipline criteria are eligible to exempt if:

1. They have no more than four (4) tardies in the semester.
2. They have no more than four (4) absences in the semester provided the student has an A average
3. They have no more than three (3) absences in the semester provided the student has a B average.

Semester (final) exams are to be cumulative in nature and able to be completed by students in less than 1 and ½ hours. Students who have an IEP or 504 plan shall have flexible scheduling not to exceed three days based on the IEP/504 teams recommendations. Students who are eligible for an exemption of their semester (final) exam may do so only with parental permission. Students who are eligible for an exemption of their semester (final) exam, but choose to take the semester (final) exam shall have the score considered only if it improves their grade.

MAKE-UP WORK

It is the student's responsibility to make up work missed due to an excused absence, a field trip or other causes. However, arrangements must be made to make up work missed within three days from the day the student returns to school. All work must be completed within 5 days after returning to school. If a student schedules a make-up assignment before or after school and fails to keep the appointment or fails to notify the teacher that he/she could not attend the make-up session, he/she is subject to forfeiting his right to work. Teachers are not required to accept work missed due to unexcused absences. **If a student is absent on the day of an announced exam or assignment, the student will be expected to take the exam or turn in the assignment the day of returning.**

PRE-ARRANGED ABSENCES

Pre-arranged absences are unexcused unless the criteria of excused absences are met. The absences will reflect in a student's grade unless there are extenuating circumstances. Such circumstances must receive prior written approval by the principal (form available in the Attendance/Student Records office). The prearranged request

should be submitted a minimum of five (5) school days before the absence is to occur. Pre-arranged absences count within the 7 day loss of credit.

WITHDRAWAL FROM SCHOOL

The No Child Left Behind Act requires that all students graduate from high school. Therefore, any student wishing to withdraw from school for the purpose of dropping out may be permitted to do so only with written documentation from a parent. Said documentation must outline reasons for dropping out of school. A conference involving the student, principal, and a parent is required. Meeting these standards may not necessarily result in a withdrawal.

LEARNERS' PERMITS AND DRIVERS' LICENSES

A certificate of attendance is required for learners' permits and drivers' licenses. Applications are available in the Attendance/Student Records Office. Students must neatly complete the top portion of the form and submit it to office staff. Allow three days for discipline records and attendance records to be verified and for the form to be signed and notarized. Students applying for drivers' licenses will also need an ADAP (Alcohol and Drug Awareness Program) card. Replacement copies of ADAP certification may be provided for a \$2.00 processing fee.

DISCIPLINARY ACTIONS AND PROCEDURES

The policy of the Troup County Board of Education is to adhere to due process when carrying out the procedures contained within the Code of Student Conduct handbook. Furthermore, the Board of Education will comply with the essential elements of due process procedures and provide each staff member with a copy of this handbook. This handbook has been published with the following concepts in mind:

1. All rules must be clearly stated and related to the educational purposes of the school.
2. School rules must be fair and specific enough for students to know what they may or may not do.
3. Students, parents and guardians must be informed of the rules affecting behavior and discipline.
4. When serious disciplinary action is involved, school personnel and students must comply with required procedures.

Troup County School students are subject to the rules and regulations of the Troup County Board of Education during the school day while in attendance at school-related activities, and while being transported to and from school or school-related activities in school vehicles. In addition, students may be disciplined in those instances where conduct at other times and places is deemed to have a direct and immediate impact or effect on the health, safety, discipline, or general welfare of the school community.

Accordingly, the following listing of offenses and conduct are declared to be prohibited by all students enrolled in the Troup County Schools. Violation of this policy shall result in disciplinary actions and may include appropriate hearings and review, and the suspension, short or long term, or the expulsion of a student from the school.

DRESS CODE

The policy of the Troup County Board of Education is that good grooming and personal appearance are essential elements in the teaching and learning processes. Therefore, it is expected that students dress in such a manner that will ensure the health and safety of the school. Furthermore, the dress and personal appearance will not be disruptive or interfere with the legitimate interest and welfare of the students. Students should adhere to the following guidelines as described in board policy JCDB-R:

Students should adhere to the following guidelines:

1. Pants must be worn at the waist, with or without a belt. "Busting slack" is not allowed. Students should not have to hold pants up while walking. (Wearing shorts under or long shirts over loose fitting pants does not exempt a student from this rule.)
2. Shorts, skirts, and dresses are permitted but must be of appropriate length and style. The general rule is shorts and skirts should be no shorter than the tip of the middle finger when arms are extended by the side.
3. Clothing with pictures, writing, and/or symbols promoting gangs, alcohol, sex, tobacco, profanity or suggestive/crude messages is prohibited.
4. Hats/caps, "hoodies," sweatbands, stocking caps, curlers, ear warmers or sunglasses are not to be worn inside the school building. Bandanas are not permitted at any time.
5. Clothing designed as undergarments or night wear (pajamas, flannel pants, negligee, etc.) worn as outer garments are unacceptable. This includes "leggings" or tights. If leggings or tights are worn, the outer wear covering these garments must meet the minimum requirements set forth in this dress code (i.e. shorts, skirts, or dresses worn over leggings/tights must meet minimum length requirements).
6. Students should not wear clothing of abbreviated style and/or revealing nature (**no exposed cleavage***), including but not limited to bare midriff tops, tank tops, halter tops, tube tops, see-through clothing, blouses, pants, cutout garments, shirts or blouses with large armholes, and blouses with revealing necklines. (If the student's midriff or waist area shows when the arms are extended parallel to the floor, it is considered a midriff top). Shoulder straps on blouses, shirts, and dresses must be a minimum width of 2 inches. Shirts and dresses must have both shoulder straps.
7. All pants, shorts, and other clothing with holes at or above the knee are unacceptable. (Wearing tight, shorts, or other clothing under pants does not exempt a student from this rule.)
8. Other unacceptable dress: biker shorts, gym shorts, or any type of warm-up that is tight and clings to the body; dog chains, wallet chains, "spiked chokers, and hanging shoulder straps, or any apparel that may be used to harm or impair another.
9. All students must wear shoes at all times for health and safety reasons. It is also recommended that shoes with a smooth sole such as thongs or flip flops not be worn. Bedroom slippers are prohibited.
10. With approval of the principal, activity sponsors may establish different rules for dress and grooming for participation in special activities.
11. Other attire deemed unsafe, inappropriate, or disruptive to the learning environment by the building principal may be subject to disciplinary action.

***Caution: This policy will be enforced this school year.**

BUS REGULATIONS

The Troup County Board of Education is vitally concerned about the safety and welfare of the students riding buses. In an effort to inform students and parents or guardians of acts that can threaten that safety and welfare, bus rules and regulations have been adopted. The driver, together with the transportation supervisor and the school principal, shall have full responsibility for discipline on buses.

- First Violation: Student or parent conference and/or removal from the bus for up to ten days.
 - Subsequent Violations: Parent conference and removal from the bus for a minimum of three weeks and/or removal for the remainder of the school year.
1. Pupils shall obey the driver willingly and promptly. The driver is in full charge of the bus and pupils.

2. The driver has the right to assign seats as he/she deems necessary.
3. Pupils are to help keep their bus clean by not throwing trash on the floor. Pupils shall not throw any refuse out the windows.
4. No pupil shall at any time extend his/her head, hands, or arms, or any part of his body out the window.
5. Any damages done to bus or equipment must be paid for by that individual.
6. No soft drink bottles or cans, knives, sharp objects, or any object that might endanger another student can be brought onto the bus at any time.
7. Students must ride the bus in which they have been assigned.
8. Students should remain seated and should face the front of the bus at all times.
9. No food or drinks are permitted to be consumed on the bus.
10. Pupils shall behave in an appropriate and orderly manner.
11. Cell phones are not permitted on buses.

STUDENT BEHAVIOR AND DISCIPLINARY PROTOCOL

The Troup County Board of Education strongly believes that appropriate behavior and conduct of all students in the Troup County Schools are necessary to create a proper learning environment, to maintain good order and discipline, and to teach and instill in all students the attitude of being law-abiding citizens. The rules, regulations, and due process procedures set forth herein are designed to guide all students in the exercise of their duty of appropriate behavior. These rules are effective during the following times and in the following places:

1. On the school grounds during and immediately before or immediately after school hours or off school grounds while en route to or from school.
2. On the school grounds at any other time when the school is being used by a school group.
3. Off the school grounds at a school activity, function, or event.
4. En route to and from school on a school bus or other school vehicle or while waiting off school grounds for a school bus to transport a student to or from school or a school activity.
5. Off school grounds when the prohibited conduct is directed, because of a school-related connection, against the person, family, property, privacy or tranquility of an employee of the Troup County Board of Education.
6. Apply to conduct by student whether directed to or committed upon another student or a teacher, administrator, or other school personnel or toward persons attending school related functions.
7. Apply to any off-campus behavior of a student which could result in the student being criminally charged with a felony and which makes the student's continued presence at school a potential danger to persons or property at school or which disrupts the educational process.

These offenses are applicable to include acts against students, teachers, administrators, bus drivers, or other school personnel, as well as persons legitimately on school property or attending school related functions.

OFFENSES INVOLVING THE PERSON

1.01 Simple Assault: A student commits the offense of simple assault when he either: (1) Attempts to commit a violent injury to the person of another; or (2) Commits an act which places another in reasonable apprehension of immediately receiving a violent injury.

1.02 Aggravated Assault (Mandatory Hearing Offense): A student commits the offense of aggravated assault when he assaults: (1) With intent to rob; or (2) With a deadly weapon or

with any object, device, or instrument which, when used offensively against a person, is likely to or actually does result in serious bodily injury.

1.03 Simple Battery: A student commits the offense of simple battery when he either: (1) Intentionally makes physical contact of an insulting or provoking nature with the person of another; or (2) Intentionally makes physical contact or causes physical harm to another unless such physical contact or harm was in defense of himself or herself.

1.04 Battery (Mandatory Hearing Offense): A student commits the offense of battery when he intentionally causes substantial physical harm or visible bodily harm to another. 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 their facial or body parts, or substantial bruises to body parts.

1.05 Aggravated Battery (Mandatory Hearing Offense): A student commits the offense of aggravated battery when he maliciously causes bodily harm to another by depriving him of a member of his body, by rendering a member of his body useless, or by seriously disfiguring his body or a member thereof.

1.07 Hazing (Mandatory Hearing Offense): A student commits the offense of hazing when he subjects another student to an activity which endangers or is likely to endanger the physical health of a student, regardless of a student's willingness to participate in such activity, in connection with or as a condition or precondition of gaining acceptance, membership, office, or other status in a school organization.

1.08 Affray: A student who commits the offense of affray when he fights with one or more other persons in a public place to the disturbance of the school tranquility.

1.09 Bullying: A student commits the offense of bullying when the student (1) willfully attempts or threatens to inflict injury on another person, when accompanied by an apparent present ability to do so; or (2) intentionally exhibits a display of force such as would give the victim reason to fear or expect immediate bodily harm.

1.10 Verbal/Visual Assault: A student commits the offense of verbal/visual assault when he/she either: (1) Utters a racial slur or implied racial slur (2) makes an insensitive or insulting comment related to socio-economic status (3) displays or wears symbols or emblems which is commonly known to be offensive, cause a student to feel belittled, inferior or embarrassed (4) makes disparaging, belittling or disrespectful comments about another student or his/her family.

OFFENSES INVOLVING THEFT

2.01 Theft by Taking (Mandatory Hearing Offense): A student commits the offense of theft by taking when he unlawfully takes or, being in lawful possession thereof, unlawfully appropriates any property of another with the intention of depriving him of the property, regardless of the manner in which the property is taken or appropriated.

2.02 Theft of Lost or Mislaid Property (Mandatory Hearing Offense): A student commits the offense of theft of lost or mislaid property when he comes into control of property that he knows or learns to have been lost or mislaid and appropriates the property to his own use without first taking reasonable measures to restore the property to the owner.

2.03 Theft by Receiving Stolen Property (Mandatory Hearing Offense): A student commits the offense of theft by receiving stolen property when he receives, disposes of, or retains stolen property which he knows or should know was stolen unless the

property is received, disposed of, or retained with intent to restore it to the owner. "Receiving" means acquiring possession or control of the property.

2.04 Theft by Extortion (Mandatory Hearing Offense): A student commits the offense of theft by extortion when he unlawfully obtains property of or from another person by threatening to: (1) Inflict bodily injury on anyone or commit any other criminal offense; (2) Accuse anyone of a criminal offense; (3) Disseminate any information tending to subject any person to hatred, contempt, or ridicule; or (4) Testify or provide information or withhold testimony or information with respect to another's legal claim or defense.

OFFENSES INVOLVING ROBBERY

3.01 Robbery (Mandatory Hearing Offense): A student commits the offense of robbery when, with intent to commit theft, he takes property of another from the person or the immediate presence of another: (1) By use of force; (2) By intimidation, by the use of threat or coercion, or by placing such person in fear of immediate serious bodily injury to himself or to another; or (3) By sudden snatching.

3.02 Armed Robbery (Mandatory Hearing Offense): A student commits the offense of armed robbery when, with intent to commit theft, he takes property of another from the person or the immediate presence of another by use of an offensive weapon, or any replica, article, or device having the appearance of such weapon.

OFFENSES INVOLVING WEAPONS

4.01 Weapons, Dangerous Instruments, or Explosive Compounds (Mandatory Hearing Offense): No student shall possess, handle, carry or have under his control any weapon or explosive compound to include fireworks of any kind. The term "weapon" means and includes any pistol, revolver, or any weapon designed or intended to propel a missile of any kind, or any dirk, bowie knife, switchblade knife, ballistic knife, any other knife regardless of the length of the blade, box cutter, straight-edge razor, razor blade, spring stick, metal knucks, blackjack, or any flailing instrument which may be known as a nun chahka, nun chuck, nunchaku, shuriken, or fighting chain, or any disc, of whatever configuration, which is designed to be thrown or propelled and which may be known as a throwing star or oriental dart, or mace or pepper gas, or any other object which may be used to injure or harm another.

4.02 Replica of Dangerous Instruments, or Explosive Compounds No student shall possess, handle, carry or have under his control any replica of weapons described in 4.01.

OFFENSES INVOLVING DRUGS, ALCOHOL AND TOBACCO

5.01 Possession of Drugs or Alcohol (Mandatory Hearing Offense): A student shall not have, possess, handle, carry or exercise control over or transmit any controlled substance or dangerous drug prohibited by Georgia law to include but not limited to marijuana, cocaine, amphetamine, barbiturate or alcoholic beverages of any kind; nor shall a student have, possess, carry, handle or exercise control over or transmit any substance represented or thought to be controlled substance, dangerous drug, or alcoholic beverage.

5.02 Sale of Drugs or Alcohol (Mandatory Hearing Offense): A student shall not sell or attempt to sell or buy or attempt to buy any controlled substance or dangerous drug prohibited by Georgia law or substances represented or thought to be drugs or alcoholic beverages of any kind.

5.03 Use of Drugs or Alcohol (Mandatory Hearing Offense): A student shall not use or be under the influence of any alcoholic

beverage of any kind, controlled substance or dangerous drug prohibited by Georgia law or any drugs except by a prescription from a physician for a specific medical condition.

5.04 Possession or Use of Tobacco Products: No student shall have, handle, possess, carry or exercise control over or use tobacco products of any nature, including but not limited to cigars, cigarettes, snuff, chewing tobacco or pipe tobacco.

5.05 Drug Related Objects (Mandatory Hearing Offense): A student shall not have, handle, possess, carry or exercise control over a drug related object. A drug related object means any machine, instrument, tool, equipment, contrivance, or device which an average person would reasonably conclude is intended to be used for one or more of the following purposes: (1) To introduce into the human body any dangerous drug or controlled substance under circumstances in violation of the laws of this state; (2) To enhance the effect on the human body of any dangerous drug or controlled substance under circumstances in violation of the laws of this state; (3) To conceal any quantity of any dangerous drug or controlled substance under circumstances in violation of the laws of this state; or (4) To test the strength, effectiveness, or purity of any dangerous drug or controlled substance under circumstances in violation of the laws of this state.

OFFENSES INVOLVING FALSE INFORMATION

6.01 False Statement: A student to whom a request has been made by a school official to provide information regarding any school related matter commits the offense of furnishing a false statement when he, knowingly and willfully, makes a false statement, whether orally or in writing.

6.02 Perjury: A student to whom a lawful oath or affirmation has been administered commits the offense of perjury when, in a student disciplinary proceeding, he knowingly and willfully makes a false statement material to the issue or point in question.

6.03 Forgery: A student commits the offense of forgery when he knowingly makes, alters, or possesses any school related writing, record, or document in a fictitious name or in such manner that the writing, record or document as made or altered purports to have been made by another person, or at another time with different provisions, or by authority of one who did not give such authority.

OFFENSES INVOLVING SCHOOL ORDER

7.01 Threats and Intimidation: A student commits the offense of threats and intimidation when the student by words, verbal or written or by physical action (1) threatens to commit any act of violence against another; or (2) causes another to fear for his or her safety; or (3) threatens to burn or damage a school building, school facility or bus or causes the evacuation thereof.

7.02 Riot (Mandatory Hearing Offense): Any two or more students commit the offense of riot when they do an unlawful act of violence or any other act in a violent and tumultuous manner.

7.03 Inciting to Riot (Mandatory Hearing Offense): A student commits the offense of inciting to riot when, with intent to riot, he does an act or engages in conduct which urges, counsels, or advises others to riot, at a time and place and under circumstances which produce a clear and present danger of a riot.

7.04 Preventing or Disrupting Gatherings: A student shall not recklessly or knowingly commit any act which may reasonably be expected to prevent or disrupt a school meeting, gathering, procession or assembly.

7.05 False Report of a Crime: A student shall not willfully or knowingly give or cause a false report of a crime to be given to any law enforcement officer or school official.

7.06 False Report of a Fire (Mandatory Hearing Offense): A student shall not transmit in any manner to a fire department, a false report of a fire, knowing at the time that there is no reasonable ground for believing that such fire exists.

7.07 False Public Alarm (Mandatory Hearing Offense): A student who transmits in any manner a false alarm to the effect that a bomb or other explosive of any nature is concealed in such place that its explosion would endanger human life, knowing at the time that there is no reasonable ground for believing that such a bomb or explosive is concealed in such place, commits the offense of transmitting a false public alarm.

7.08 Refusal to Obey a School Official: A student shall not refuse to obey the directions, requests or orders of a school official.

7.09 Influencing Witnesses (Mandatory Hearing Offense): A student shall not with intent to deter a witness from testifying freely, fully, and truthfully to any matter pending in any disciplinary or in any administrative proceeding, communicate directly or indirectly, to such witness any threat of injury or damage to the person, property or employment of any relative of the witness or who offers or delivers any benefit, reward, or consideration to such witness or to a relative of the witness.

7.10 Participation in Gang Activity (Mandatory Hearing Offense)

No student shall actively participate in any gang with knowledge that its members engage in or have engaged in a pattern of gang activity and who willfully promotes, furthers, or assists in any criminal conduct or violation of school rules.

7.11 Threat of Physical Violence to School Personnel (Mandatory Hearing Offense): No student shall offer to commit or threaten to commit any act of physical violence against any teacher, administrator, other school personnel employee or bus driver employed by the Troup County Board of Education.

OFFENSES INVOLVING DAMAGE TO PROPERTY

8.01 Damage to School Property (Mandatory Hearing Offense)

A student commits the offense of damage to school property when he destroys, damages, marks or defaces school property. School property shall include, but not be limited to text books, library books, reference materials, desks, lockers, athletic equipment and school facilities.

8.02 Damage to Private Property (Mandatory Hearing Offense)

A student shall not damage, destroy, mark or deface the personal property of other students, school personnel or any person legitimately on school grounds or attending a school function.

8.03 Unauthorized Entry: A student commits the offense of unauthorized entry when he knowingly and without authority enters the locker or desk of another person or into any part of any vehicle for an unlawful purpose.

OFFENSES INVOLVING ATTEMPT, SOLICITATION AND CONSPIRACY

9.01 Party to an Offense: Every student concerned in the commission of an offense of the Student Behavior Code is a party thereto and may be charged with the offense. A student is concerned in the commission of an offense only if he: (1) Directly commits the offense; (2) Intentionally causes some other person to commit the crime under such circumstances that the other person is not guilty of any offense in fact; (3) Intentionally aids or abets in the commission of the offense; or (4) Intentionally advises, encourages, hires, counsels, or procures another to commit the offense.

9.02 Attempt: A student commits the offense of attempt when, with intent to commit a specific offense, he performs any act which

constitutes a substantial step toward the commission of that offense.

9.03 Solicitation: A student commits the offense of solicitation when, he solicits, requests, commands, importunes, or otherwise attempts to cause the other person to engage in conduct which would constitute an offense under or which would be a violation of the Troup County School District Behavior Code.

9.04 Conspiracy: A student commits the offense of conspiracy when he together with one or more persons conspires to commit any offense and any one or more of such persons does any overt act to effect the object of the conspiracy.

OFFENSES INVOLVING ACADEMIC ACHIEVEMENT

10.01 Academic Achievement: A student shall make a reasonable effort toward academic achievement and progress. Refusal or failure to make a reasonable effort toward academic achievement and progress shall constitute an offense hereunder.

10.02 Completion of Assignments: A student shall complete all classes and home work assignments. Continued or repeated refusal or failure to complete such class or home work assignments shall constitute an offense hereunder.

10.03 Disruptive Conduct: No student shall conduct himself or behave in any manner which is disruptive to the orderly educational process in a classroom or other instructional setting.

10.04 Cheating: A student shall not cheat on tests, examinations, projects, homework or reports by giving or receiving unauthorized assistance.

10.05 Unexcused Absence and Tardiness: A student shall not be unlawfully absent from school, cut or skip any class, be tardy or leave the school during the school day without permission from a school official. Students must comply with compulsory attendance as required under O.C.G.A. Section 20-2-609.1 which requires that students between the age of six and sixteen must be enrolled and attend a public school, private school, or home student program.

OFFENSES INVOLVING COMMUNICATIONS

11.01 Rude or Disrespectful Behavior: A student shall at all times show respect for all school officials and shall not talk back to, argue with, or in any manner, whether by tone or voice, action or use of words, be disrespectful to a school official.

11.02 Use of Profane or Obscene Language: No student shall use profane, vulgar or obscene words, gestures or other actions to any other student or school personnel or any person legitimately on school grounds or attending a school function.

OFFENSES OF MISCELLANEOUS MATTERS

12.01 Inappropriate Display of Affection: A student shall not engage in any inappropriate display of affection with another student to include but not limited to holding hands, kissing or embracing.

12.02 Criminal Conduct: A student shall not violate any of the criminal laws of the State of Georgia, not otherwise defined in this Disciplinary Code.

12.03 Electronic Devices: No student shall use an electronic communication device; to include a cell phone during the regular school day except as may be provided for by the student handbook.

12.04 Gambling: No student shall gamble or solicit others to gamble. Gambling shall include but not be limited to betting on any event, shooting dice, matching, or playing poker or other games of

chance. No student shall solicit, offer to buy, sell, trade or arrange for the purchase of lottery tickets sold by the State of Georgia.

12.05 Other Conduct: Any conduct not specifically provided for herein which operates to the prejudice of the good order and discipline of the schools of Troup County shall constitute an offense hereunder for which disciplinary action may be taken.

12.06 Other Policies: Violation of any other policies of the Troup County Board of Education shall constitute an offense hereunder for which disciplinary action may be taken.

12.07 Disruption of Educational Climate: A student who has been arrested, charged, or convicted of a felony, whether as a juvenile or an adult, or arrested, charged, or convicted of a violation of the Georgia Controlled Substances Act and whose continued presence at school is reasonably certain to endanger other students or school officials or to cause a substantial disruption to the educational climate may be disciplined hereunder.

12.08 Outside Conduct: A student who commits any act or exhibits conduct outside of school hours or away from school which may adversely affect the educational process or endanger the health, property, safety, morals, or well-being of other students, teachers, or employees within the school system may be disciplined hereunder.

12.09 Chronic Misbehavior: A student commits the offense of chronic misbehavior when the student engages in repeated, continued or habitual acts of misconduct which acts, when considered together (a) are reflective of a defiance of school authority, (b) significantly interfere with the learning opportunities of fellow students, or (c) are indicative of an abandonment or disregard of educational opportunities available to the student. Willful and persistent violations of the Troup County School District Student Behavior Code may be disciplined hereunder.

12.10 Reckless Conduct: A student commits the offense of reckless conduct when he/she causes bodily harm or endangers the physical safety or the health of another by disregarding a substantial or unjustifiable risk that the student's conduct will cause harm or endanger another. Such reckless conduct includes but is not limited to such conduct as throwing objects, propelling objects with a rubber band, spitting, transmitting bodily fluids or excessive horseplay.

OFFENSES INVOLVING SCHOOL TEACHERS, ADMINISTRATORS, OTHER SCHOOL PERSONNEL AND BUS DRIVERS

13.01 (Physical Violence of an Insulting or Provoking Nature to School Personnel (Mandatory Hearing Offense): No student shall commit, any act of physical violence against any teacher, administrator, other school personnel employee or bus driver employed by the Troup County Board of Education. Physical violence in this offense is defined as intentionally making physical contact in an insulting or provoking nature with the person of a teacher, administrator, school employee or bus driver.

13.02 Physical Violence Causing Physical Harm to School Personnel (Mandatory Hearing Offense): No student shall commit any act of physical violence against any teacher, administrator, other school personnel employee or bus driver employed by the Troup County Board of Education. Physical violence in this offense is defined as intentionally making physical contact which causes physical harm to another unless such physical contact or harm were in defense of himself or herself.

OFFENSES INVOLVING BUS CONDUCT

No student shall commit any violation of any of the offenses contained in the Student Behavior Code specified on a public school bus to include, but not limited to, assault, simple assault,

aggravated assault, simple battery, aggravated battery, bullying, verbal assault or disrespectful conduct toward the school bus driver. In addition thereto the following offenses shall apply to school buses:

14.01 Electronic Devices: No student shall use an electronic device during the operation of the school bus including, but not limited to, cell phones, pagers, audible radios, tape or compact disk without headphones, or any other electronic device that does or could interfere with the school bus communications equipment or the operation of the school bus by the school bus driver.

14.02 Use of Reflective Devices: No student shall use a mirror, laser, flash camera or any other lights or reflective devices on a public school bus in a manner that does or could interfere with the operation of the school bus by the school bus driver.

OFFENSES INVOLVING SEXUAL MISCONDUCT

15.01 Sexual Harassment(Mandatory Hearing Offense): A student commits sexual harassment when he/she engages in unwelcome and/or uninvited sexual conduct that creates an uncomfortable environment for a student. Sexual harassment may include, but not limited to, unwelcome sexual advances, touching of a sexual nature, graffiti of a sexual picture, displaying or distributing of sexually explicit, drawings, pictures and written materials, sexual gestures, sexual or "dirty" jokes, pressure for sexual favors, touching oneself sexually or talking about one's sexual activity in front of others, spreading rumors about or rating other students as to sexual activity or performance, pinching, hugging, cornering, and kissing or as defined by Title X of the Education Amendment of 1972.

15.02 Sexual Battery (Mandatory Hearing Offense): A student commits the offense of sexual battery when he/she intentionally makes physical contact with the intimate parts of the body of another person regardless of the consent of that person. The term "intimate parts" means the primary genital area, anus, groin, inner thighs, or buttocks of a male or female and the breasts of a female.

15.03 Sexual Propositions: No student shall make written, verbal or physical propositions, suggestions or invitations to another student to engage in sexual acts of any nature.

15.04 Public Indecency (Mandatory Hearing Offense): A student commits the offense of public indecency when he/she performs any of the following acts: (i) a lewd exposure of the sexual organs or genital area; a lewd appearance in a state of partial or complete nudity; or any act suggestive of sexual relations.

15.05 Sexually Explicit Material: A student shall not possess, handle, exercise control over, transmit, exhibit to other students, sell, attempt to sell, buy or attempt to buy (a) any sexually explicit photographs or other material which shows, depicts or represents any person, whether male or female, in a partial or total state of nudity; or (b) any photographs or other material which is lewd, obscene or sexually suggestive in nature.

15.06 Sexual Relations (Mandatory Hearing Offense): A student shall not engage in any act of oral sex, sexual intercourse, sodomy or any other sexual act with another person regardless of the consent of that person; and no student shall engage in any act of masturbation, or commit any act of physical sexual assault to include rape or child molestation.

DISCIPLINARY PROTOCOL

Upon the violation of any of the foregoing offenses, the disciplinary procedures set forth in Policy JDD - Student Suspension/Expulsion and Policy JD - Student Discipline will be followed except as modified hereafter.

MANDATORY HEARING OFFENSES

1. The Troup County Board of Education believes that certain violations of the Student Behavior Code outlined herein cannot be tolerated under any circumstances and because of the nature and consequences of the violations immediate school and judicial intervention is required. Those offenses shall hereafter be defined and referred to as Mandatory Hearing Offenses. The following violations of the Student Behavior Code shall be classified as Mandatory Hearing Offenses for all middle and high schools: Middle and High Schools (Grades 6-12): 1.02 Aggravated Assault; 1.04 Battery; 1.05 Aggravated Battery; 1.07 Hazing; 2.01 Theft by Taking; 2.02 Theft of Lost or Mislaid Property; 2.03 Theft by Receiving Stolen Property; 2.04 Theft by Extortion; 3.01 Robbery; 3.02 Armed Robbery; 4.01 Weapons, Dangerous, Instruments or Explosive Compounds; 5.01 Possession of Drugs or Alcohol; 5.02 Sale of Drugs or Alcohol; 5.03 Use of Drugs or Alcohol; 5.05 Drug Related Objects; 7.02 Riot; 7.03 Inciting to Riot; 7.06 False Report of a Fire; 7.07 False Public Alarm; 7.09 Influencing Witnesses; 7.10 Participate in Gang Activity; 7.11 Threat of Physical Violence to School Personnel; 8.01 Damage to School Property; 8.02 Damage to Private Property 12.10 Public Indecency 13.01 Physical Violence of an Insulting or Provoking Nature to School Personnel; 13.02 Physical Violence Causing Physical Harm to School Personnel; 15.01 Sexual Harassment; 15.02 Sexual Battery; 15.04 Public Indecency; and 15.06 Sexual Relations.
 2. Upon reasonable suspicion that a student has committed a Mandatory Hearing Offense, the principal or administrator in charge of discipline at each school shall immediately separate the student from the rest of the student body while the investigation of the conduct is being conducted pursuant to Policy JDD - Student Suspension/Expulsion and Policy JD - Student Discipline. The principal or administration in charge of discipline shall advise the student that evidence exists that the student may have committed a Mandatory Hearing Offense.
 4. The school administrator shall advise the student that (1) the Mandatory Hearing Offense which the student is alleged to have committed carries the consequences of mandatory referral to a Disciplinary Hearing Tribunal of the Troup County Board of Education with short term suspension pending the hearing of the charges by the Disciplinary Hearing Tribunal; and (2) the reporting of the alleged violation of the Student Behavior Code to the appropriate law enforcement agency in which the school is located and to the Juvenile Court of Troup County and to the Troup County District Attorney is mandatory. Upon completion of the investigation of a Mandatory Hearing Offense and a determination that grounds exist for charging a student with an offense, the principal shall first, make a reasonable attempt to notify the student's parents followed by the Juvenile Court of Troup County and the appropriate law enforcement agency.
- B. Notwithstanding any to the contrary specified herein, a principal in his discretion may (but is not compelled) administer appropriate disciplinary action at the school level without referral to a disciplinary tribunal for students committing the following offenses and upon the following criteria: (1) For first and second offenses for 1.01 Simple Assault, 1.03 Simple Battery, 1.08 Affray (2) For first and second offenses for 8.01 Damage to School Property and 8.02 Damage to Private Property where the amount of damage or costs of repair does not exceed \$50.00 and restitution has been made; and (3) for first and second offenses for 2.01 Theft by Taking and 2.02 Theft of Lost or Mislaid Property where the value of the property does not exceed \$50.00 and recovery of the property or restitution has been made.

All third offenses for 1.01 Simple Assault, 1.03 Simple Battery, 1.08 Affray, 8.01 Damage to School Property and 8.02 Damage to Private Property shall be referred to a hearing tribunal of the Troup County Board of Education as is required for mandatory hearing offenses.

Students who commit first and second offenses specified above for Simple Assault, Simple Battery, Affray, Damage to School Property and Damage to Private Property may in the discretion of the principal be referred to a disciplinary tribunal for a first or second offense. For first and second offenses specified herein where school level discipline is imposed by the principal, the principal shall notify the student's parents.

3. For Mandatory Hearing Offenses, the principal or school administrator may impose short term suspension upon the student by removing the student from the general school population for not more than ten school days pending hearing before a Disciplinary Hearing Tribunal. Short term suspension may include placement of the student in an In School Suspension program in addition to Out of School Suspension. Out of School Suspension should be considered and used only in situations which would place other students at risk of injury or would result in the disruption of the educational mission of the class or school in which the student is enrolled or placed pending the Disciplinary Hearing. In the event that Out of School Suspension is imposed pending the Disciplinary Hearing Tribunal, the Juvenile Court shall be notified of the Out of School Suspension.
4. Following the commission of a Mandatory Hearing Offense, the student will be referred to a Disciplinary Hearing Tribunal of the Troup County Board of Education. The hearing of the disciplinary charges before a Hearing Tribunal shall be within ten (10) school days of the day on which short term suspension is imposed and removed from the general student population. Where extenuating circumstances exist, the hearing by the Disciplinary Tribunal may be held more than ten school days following notification of charges; provided however, that the student must be returned to the general school population at the end of the short term suspension.
5. Upon receipt of a parental release, the principal of the school in which the student is enrolled shall consult with and provide to the education protocol officer of the Troup County Juvenile Court such educational records on the student to include attendance, grades, standardized test scores, and disciplinary record as may be needed for an evaluation of the student by the Juvenile Court.
6. It shall be the further policy by the Troup County School System that all school administrators and personnel shall work together with law enforcement officials and Juvenile Court officials to provide counseling, joint supervision, school based community service, educational assistance, and anything necessary to prevent violence and provide for conflict resolutions and other interventions designed to address particular needs to a student who violates the Student Behavior Code.
7. At the beginning of each school year, the principal or other designated administrator shall conduct such convocations, student assemblies or other proceedings with all students enrolled in each school so as to explain with particularity, the Student Behavior Code and the disciplinary protocol followed to include Mandatory Hearing Offenses.

PROTOCOL AND MANDATORY PUNISHMENTS FOR OFFENSES AGAINST SCHOOL PERSONNEL

1. **Procedure-** Any student who has alleged to have committed any act of physical violence as defined in Section 13.01 and 13.02 against a teacher, school administrator, or other school

official or employee, or school bus driver shall be referred to a disciplinary hearing tribunal of the Troup County Board of Education. The student alleged to have committed such act of physical violence shall be suspended out of school pending a hearing by the tribunal. The tribunal will be composed of three teachers or certified education personnel appointed according to Board policy. The tribunal shall determine all issues of fact and intent and shall submit its findings and recommendations to the Troup County Board of Education for imposition of punishment if the student is found guilty of the charges. The tribunal's recommendations shall include a recommendation as to whether the student may return to the public school and if return is recommended, the recommended time for the student's return to Troup County Schools. The Troup County Board of Education may follow the recommendation of the tribunal or it may impose penalties not recommended by the tribunal regardless of whether such penalties may be harsher and not recommended.

2. **Punishment for Violation of 13.01-** Any student found by a tribunal to have committed an act of physical violence by intentionally making physical contact of an insulting or provoking nature against a teacher, administrator, school personnel or employee, or bus driver as defined in Section 13.01 may be disciplined by expulsion, long term suspension or short term suspension as those terms are defined in the Official Code of Georgia and Troup County Board of Education Policies.
3. **Punishment for Violation of 13.02** - A student found by a tribunal to have committed an act of physical violence by making physical contact which causes physical harm as defined in Section 13.02 against a teacher, administrator, school personnel or employee, or a bus driver shall be expelled from the Troup County Schools. The expulsion shall be for the remainder of the student's eligibility to attend public schools pursuant to O.C.G.A. 20-2-150. The Troup County Board of Education, at its discretion, may permit the student to attend an alternative school program for the period of the student's expulsion. If the student who commits an act of violence by making physical contact which causes physical harm as defined in 13.02 is in Kindergarten through Grade 8, then the Troup County Board of Education, at its discretion, and on the recommendation of the tribunal may permit such student to re-enroll in the regular public school program for Grades 9 through 12. If Troup County Board of Education does not operate an alternative education program for students in Kindergarten through Grade 6, the Troup County Board of Education, at its discretion, may permit a student in Kindergarten through Grade 6 who has committed an act of physical violence against a teacher, administrator, school personnel or employee, or bus driver as defined in 13.02 to re-enroll in the public school system.
4. **Juvenile Court Referral** - Any student found by a tribunal to have committed an act of physical violence as defined in Section 13.01 or 13.02 against a teacher, administrator, school personnel or employee, or bus driver shall be referred to Juvenile Court with a request for a petition alleging delinquent behavior.

MANDATORY PUNISHMENTS

1. **Firearms-** A student found to have violated section 4.01 **Weapons, Dangerous Instruments or Explosive Compounds** by possessing a firearm as defined by 18 USC 921 shall be expelled from the Troup County schools for a period of not less than one (1) calendar year. On a case by case basis, a Disciplinary Hearing Tribunal or the Superintendent are authorized to place a student determined to have brought a firearm to school in the Troup County alternative school program if extenuating circumstances are found to exist.

2. **Bullying**– Any student in grades 6-12 who has committed and been punished twice for the offense of bullying as defined in Section 1.09 Bullying and who is alleged to have committed a third act of bullying within a school year shall be referred to a hearing before a Disciplinary Hearing Tribunal. If the student is found guilty by the tribunal of the offense of bullying, the student shall be assigned to the Troup County alternative school program for such time as the tribunal deems appropriate. This shall not prohibit the expulsion or long term suspension of the student. A student may also in the discretion of the school administration be referred to a disciplinary hearing tribunal for a first or second offense of bullying.
3. If a student is found to have committed 1.01 Simple Assault; 1.02 Aggravated Assault; 1.03 Simple Battery; 1.04 Battery; 1.05 Aggravated Battery; 1.08 Affray; 1.09 Bullying on a public school bus, in addition to any punishment imposed, a meeting between the parent or guardian of the student and appropriate officials from the Troup County School District shall be held to form a school bus behavior contract for the student. Such contract shall provide for progressive age, appropriate discipline, penalties and restrictions for student misconduct on the bus. Contract provisions may include, but shall not be limited to, assigned seating, ongoing parental involvement, and suspension from riding the bus. Nothing contained in this section shall be construed so as to limit the incidences wherein a student bus behavior contract may be required.

ALTERNATIVE DISCIPLINE RESOLUTION

The Troup County Board of Education supports the disciplinary hearing process and requirements established by Georgia law and, in particular, its policy to designate mandatory disciplinary hearings for certain offenses. The Troup County Board of Education believes that, in certain circumstances, a less adversarial, informal disposition of breaches of the Troup County Board of Education Student Behavior Code can produce positive changes in individual student discipline and student attitudes towards discipline. Therefore, the Troup County Board of Education institutes and authorizes the following alternative discipline resolution (ADR) process:

1. **Purpose.** The purpose of ADR is to allow administrators of each school and parents to meet, discuss and agree on punishment to be imposed for particular offenses committed in violation of the Troup County Board of Education Student Behavior Code and to waive and forego a disciplinary hearing tribunal on the charges.
2. **Applicable Offenses.** ADR may be used for all violations of the Student Behavior Code for all mandatory and non-mandatory hearing offenses, except the following: 1.02 Aggravated Assault; 1.05 Aggravated Battery; 3.01 Robbery; 3.02 Armed Robbery; 4.01 Weapons, Dangerous Instruments or Explosive Compounds; 5.01 Possession of Drugs or Alcohol; 5.02 Sell of Drugs or Alcohol; 5.03 Use of Drugs or Alcohol; 5.05 Drug Related Objects; 7.07 False Public Alarm; 7.11 Threat of Physical Violence to School Personnel; 13.01 Physical Violence of an Insulting or Provoking Nature to School Personnel; 13.02 Physical Violence Causing Physical Harm to School Personnel; 15.02 Sexual Battery, 15.04 Public Indecency; and 15.06 Sexual Relations.
3. **Process.** Upon completion of an investigation conducted in accordance with Section B Disciplinary Protocol set forth above of a probable Student Behavior Code violation, the school principal shall determine whether in his professional judgment the student, as well as the school climate, would benefit from an ADR of the disciplinary violation. If the school administrator determines that such ADR would be

beneficial to both the school and the student, and the offenses are subject to ADR, the school administrator shall then notify the parent and student of the ADR process and the availability of the ADR process in lieu of a disciplinary hearing before a tribunal. If the parent and the student avail themselves of the ADR process, the student and parent and the school administrator shall meet to discuss the violations of the Student Disciplinary Code, to receive admissions of guilt and to discuss and impose punishment for the offenses committed. Should the school administrator determine that the student nor the school will benefit from an ADR, the school administrator shall proceed with a disciplinary hearing tribunal as provided for under this Student Behavior Code and other Troup County Board of Education policies. Likewise, should a student or parent determine that they do not desire to participate in an ADR, the school administrator shall then proceed with a disciplinary hearing before a tribunal for the offenses committed.

4. **Waiver of Hearing and Appeal.** If a student and parent agree to use and participate in ADR, they will be required in writing to waive a formal hearing and to agree and waive any rights of appeal of the ADR or the punishment imposed to the Troup County Board of Education or the State Board of Education. The waiver shall be executed as a condition precedent to the participation in the ADR. If a student or parent refuses to waive a hearing or refuses to agree to accept ADR punishment and waive all appeals, the student shall be referred forthwith to a disciplinary hearing tribunal.
5. **Frequency of Use.** A school administrator shall not offer, and a student shall not be entitled to ADR more than two (2) times while enrolled as a student in the Troup County School System. Students are afforded not more than one opportunity while enrolled in grades 6-8 and not more than one opportunity while enrolled in grades 9-12. If a student has availed himself to ADR on two (2) occasions, all subsequent disciplinary infractions shall be heard according to the Student Behavior Code and ADR shall not be entitled on any other occasion thereafter.
6. **Punishment Imposed.** As a result of an ADR, a student may be punished for a violation of the Student Behavior Code by the imposition of short-term suspension, long-term suspension, expulsion or assignment to the Troup County Hope Academy. Permanent expulsion shall not be imposed or agreed to through an ADR, such being reserved for imposition by a disciplinary hearing tribunal only.
7. **Impact.** The discipline of a student under ADR shall be a part of the student's disciplinary records and carry the same importance and impact as if the student was disciplined by a disciplinary hearing tribunal. ADR shall be reported for a transferring student to a receiving school system as required by Georgia law.
8. **Time of ADR.** ADR shall be completed within ten (10) school days of the date on which short-term suspension is imposed and the student is removed the general school population. Where extenuating circumstances exist, ADR may be held more the ten (10) days thereafter, provided however, that the student must be returned to the general school population at the end of the short-term suspension.
9. **Reporting Requirements.** Notwithstanding the use of ADR, the school administrator shall report all mandatory hearing offenses required by the Student Behavior Code to the appropriate law enforcement agency in which the school is located, to the Juvenile Court of Troup County and the Troup County District Attorney as required by Paragraph 2(a) of Section B Disciplinary Protocol set forth above.

10. **Alternative School Allocations.** The Superintendent shall allocate a specified number of assignments for each school for students to be assigned to the Troup County Hope Academy. School administrators in the imposition of punishment through ADR shall not exceed the allocated slots for a particular school at The Hope Academy.
11. **Process Forms.** The Superintendent or designee shall develop such forms, letters, and notifications as may be required to notify parents properly of the ADR, the availability of the ADR and to record the disposition thereof.

IN-SCHOOL SUSPENSION PROGRAM

In-school suspension is a structured disciplinary action in which a student is isolated or removed from regular classroom activities, but is not dismissed from the school setting. The principal or his/her designated person(s) has the authority to assign students to the in-school suspension program for a reasonable and specified period of time. The principal and his staffs should determine the scope of in-school suspension in their respective schools. (See page 8 for more information)

OUT OF SCHOOL SUSPENSION AND EXPULSION

A student recommended for suspension will be made aware of the charges and will be given an opportunity to respond. Any time a referral that warrants suspension or expulsion is submitted, a reasonable effort will be made by the school to either contact the parent(s) or guardian by a telephone call made during school hours or by a written notice delivered by the student or the U.S. Mail. The student is responsible for notifying his/her parent(s) or guardian of all written communications from school. Failure to do so may result in further disciplinary action. The school principal or his/her designated person(s) has the authority to suspend students from school.

1. If a student attends a parent school and a special school and is suspended from either school, the suspension will include both schools. The principals of both schools, or their designated person(s), must notify each other of all suspensions.
2. During the suspension period, the suspended student shall not attend school functions or enter school property for any reason.
3. When a student is suspended, his/her teacher must be notified concerning the date of suspension and the number of days suspended.
4. A student who has been suspended from school is not eligible to enroll in any other school in the system until such time that he/she is reinstated in the school from which he/she was suspended.
5. A student who has been suspended from any school, regardless of the school system, is not eligible to enroll in the Troup County School System until such time that he/she is eligible to be reinstated in the school from which he/she was suspended.

Prior to suspension, the student will be made aware of the charges and given an opportunity to respond to them. Written notice will be sent to the parents or guardian stating the reason(s) action was taken. Immediate suspension of a student is justified when the student's presence would threaten other students or himself/herself, endanger school property or seriously disrupt the orderly educational process. Principals are given the authority to have the law enforcement agency remove uncooperative students.

The suspension of a student is not to exceed ten (10) days except as follows:

1. Any student who has been determined eligible for special education may be suspended, but all procedural safeguards must be adhered to as set forth in Public Law 94-142.

2. If an incident or violation causes the principal or his/her designated person(s) to recommend the expulsion of a student, the suspension shall remain in effect until such time that action upon the recommended expulsion is taken.

EXPULSION OF STUDENTS

In accordance with the State Compulsory Attendance Law, the Troup County Board of Education makes the final disposition of any expulsion recommendation. A student may be expelled for any act that is classified as a Class I, Class II, or Class III offense as defined later. The school principal is initially responsible for determining that an offense has been committed, for which expulsion may be warranted. Any student who is the subject of any expulsion action shall be granted the following rights of due process: a hearing, the right to counsel, the right to hear the alleged charge(s), the right to question all evidence, the right to speak and offer evidence in his/her own behalf and the right to have a full explanation of the applicable Board policy used to charge the student. The following steps of due process shall be observed in all expulsion actions:

1. The local school principal shall consult with the Superintendent concerning the student's infraction(s).
2. If the decision to recommend expulsion is made by the Superintendent, the parent(s)/guardian shall be notified, by letter, of the time and place of an expulsion hearing before the disciplinary Hearing Officer, and the student shall remain under suspension until the hearing is held.
3. Failure of the student and/or the parent/guardian to appear shall not nullify the process.
4. If the decision to expel the student is made, the expulsion shall be for any length of time not to exceed the remainder of the current school year plus the school year which follows immediately thereafter. The superintendent shall, by letter, notify the parent(s)/guardian of the Disciplinary Hearing Officer's decision within ten days after it is made.

Any student who has been determined eligible for special education may be expelled, but all procedural safeguards must be adhered to as set forth in Public Law 94-142.

PHYSICAL RESTRAINT

The principal or his/her designated persons(s) has the authority to use reasonable physical force to restrain a student from abusing or attempting to abuse himself, other students, teachers, administrators, parents, guardians or other staff members. This action may be taken when it is necessary to maintain discipline or to enforce school rules. This must be done in a reasonable fashion to protect all parties involved. Law enforcement officials may be called to assist in the enforcement of this action.



SECTION III – STATE AND FEDERAL REGULATIONS/INFORMATION

STATEMENT OF NON-DISCRIMINATION EQUAL EDUCATION OPPORTUNITY

It is the policy of the Troup County Board of Education not to discriminate on the basis of age, race, sex, religion, national origin, disability, or handicap in its employment policies, educational programs, or activities under which it operates; and to honor all appropriate laws relating to discrimination. Any inquiries may be directed to the listed designees:

- Laksmi Sankar, Coordinator of the ADA
- John Radcliffe, Coordinator of Title IX
- Tonia Contorno, Coordinator of Perkins Act
- Jacqueline Jones, Coordinator of Section 504
Troup County Schools
100 North Davis Road
LaGrange, GA 30241

AMERICAN DISABILITIES ACT

Troup County Schools are ensuring that all policies, practices, procedures and facilities are totally accessible and accommodating to all disabled persons. Lakshmi Sankar is the coordinator of American Disabilities Act (ADA). Any questions, please call the Exceptional Education Center, 1712 Whitesville Road, LaGrange, GA 30240, (706) 812-7939.

SECTION 504

Under 504, a person is considered to have a disability if that person:

1. Has a physical or mental impairment which **substantially** limits one or more of such person's major life activities.
2. Has a record of such impairment, or
3. Is regarded as having such an impairment

Students eligible for protection under Section 504 may have accommodation plans written that specifically address their individual needs according to their handicapping conditions.

Examples of **potential** 504 handicapping conditions are: HIV, tuberculosis, asthma, allergies, diabetes, heart disease, temporary medical conditions due to illness or accident, ADD, ADHD, behavioral difficulties, and drug/alcohol addiction.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

The *Family Educational Rights and Privacy Act* (FERPA), a Federal law, requires that Troup County Schools, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, Troup County may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow the Troup County School System to include this type of information from your child's education records in certain school publications.

Examples include:

- A playbill, showing your student's role in a drama production;
- The annual yearbook;
- Honor roll or other recognition lists;
- Graduation programs and sports activity sheets, such as for wrestling showing weight and height of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In

addition, two federal laws require local education agencies (LEAs) receiving assistance under the *Elementary and Secondary Education Act of 1965* (ESEA) to provide military recruiters, upon request, with three directory information categories—names, addresses and telephone listings—unless parents have advised the LEA that they do not want their student's information disclosed without their prior written consent. If you do not want Troup County Schools to disclose directory information from your child's education records without your prior written consent, you must notify the principal in writing. Troup County Schools has designated the following information as directory information: (Note: an LEA may, but does not have to, include all the information listed below.)

- Student's name
- Address
- Telephone listing
- Electronic mail address
- Photograph
- Date and place of birth
- Major field of study
- Dates of attendance
- Grade level
- Participation of officially recognized activities and sports
- Weight and height of members of athletic teams
- Degrees, honors, and awards received
- The most recent educational agency or institution attended

TITLE IX EQUITY IN SPORTS ACT

State law prohibits discrimination based on gender in athletic programs of local school systems (Equity in Sports Act, O.C.G.A. § 20-2-315). Students and staff are hereby notified that the Troup County Board of Education does not discriminate on the basis of gender in its athletic programs. The sports equity coordinator for this school system is: John Radcliffe, Assistant Superintendent, Troup County Schools, 100 North Davis Road, Bldg. C, LaGrange, Ga., 30241. Mr. Radcliffe may be reached by phone at 706-812-7900. Inquiries or complaints concerning sports equity in this school system may be submitted to the sports equity coordinator.

TITLE II: Guarantee of Receipt of Handbook

All schools in the Troup County School District provide students and parents with a handbook delineating federal, state, district, and school rules and regulations and providing stakeholders with "right to know" information, including parents' right to know the qualifications of their child(ren)'s teachers. Handbooks will contain a removable page the parents will sign, confirming receipt of the handbook. Schools will maintain the signed assurance on file as documentation of receipt. A copy of the handbooks containing the above information is kept on file in the Federal Programs office. (CLIP Descriptor 18, paragraph 1)






Guarantee that no students have an ineffective/inexperienced teacher 2 years in a row.

At the school level, principals evaluate the effectiveness of teachers on a regular basis, placing those in need on professional development plans. This evaluation occurs through the use of observation and both formative and summative achievement data results. The addition of the three data support specialists will aid principals in the acquisition and disaggregation of this data. Principals will use the effectiveness data that they have collected on teachers throughout the year in order to determine if an ineffective teacher exists in their buildings. If they determine that they do in fact have an ineffective teacher, then steps will be taken to provide that teacher with focused professional learning to fill deficit areas. Principals will also monitor the experience level of their teachers and equitably place those with less experience. They will work with the registrars/counselors to monitor student placement to guarantee that a student is not placed with an inexperienced or ineffective teacher two years in a row.




August 2011

Monday	Tuesday	Wednesday	Thursday	Friday	Sat./Sunday
1	2	3	4	5 first day of school	6
					7
8	9	10	11	12	13
					14
15	16	17	18 Underclassmen Picture day THS vs Auburn Scrimmage 7:00 – Home  Varsity	19	20
					21
22 Open House	23	24	25	26 THS vs Callaway  Varsity	27
					28
29	30	31	<p><i>Notes</i></p> <hr/> <hr/> <hr/> <hr/>		


September 2011

Monday	Tuesday	Wednesday	Thursday	Friday	Sat./Sunday			
<i>Notes</i> _____ _____ _____ _____ _____			1	2 THS vs Crisp County 7:30 – Home  Varsity	3			
			4					
			5 Labor Day Student/Staff Holiday	6	7	8	9 THS vs Americus-Sumter – 7:30 – Away  Varsity	10 ACT
			11					
			12 GHS GT Retakes	13 GHS GT Retakes	14 GHS GT Retakes	15 GHS GT Retakes	16 GHS GT Retakes THS vs East Coweta 7:30 – Away  Varsity	17
18								
19	20	21	22 THS vs Columbus 7:00 – Away  Varsity	23	24			
25								
26	27	28 GHS WT	29	30 THS vs Carrollton 7:30 – Home  Varsity				

October 2011

Monday	Tuesday	Wednesday	Thursday	Friday	Sat./Sunday
Notes _____ _____ _____ _____					1 SAT
					2
3	4	5	6	7	8
					9
10	11	12 End 1 st Quarter PSAT	13 Student Holiday Fall Break	14 Fall Break THS vs Central Carr. 7:30 – Home  Varsity	15
					16
17	18	19	20 THS vs Shaw Senior Night Homecoming 7:00 – Home  Varsity	21	22 ACT
					23
24	25	26	27 ASVAB	28 THS vs Haralson 7:30 – Away  Varsity	29
31 Spirit Week					30

November 2011

Monday	Tuesday	Wednesday	Thursday	Friday	Sat./Sunday
Spirit Week	1 Spirit Week	2 Spirit Week	3 Spirit Week	4 Spirit Week THS vs LaGrange 7:30  Varsity	5 SAT
					6
7 GHS GT Retakes Georgia Apply to College Week	8 GHS GT Retakes Georgia Apply to College Week	9 GHS GT Retakes Georgia Apply to College Week	10 GHS GT Retakes Georgia Apply to College Week	11 GHS GT Retakes Georgia Apply to College Week	12
					13
14	15	16	17	18	19
					20
21	22	23 Thanksgiving Holiday	24 Thanksgiving Holiday	25 Thanksgiving Holiday	26
					27
28	29	30	Notes _____ _____ _____ _____ _____		

December 2011

Monday	Tuesday	Wednesday	Thursday	Friday	Sat./Sunday			
<i>Notes</i> _____ _____ _____ _____			1	2	3 SAT			
					4			
			5 EOCT	6 EOCT	7 EOCT	8 EOCT	9 EOCT	10 ACT
								11
12	13	14 Final Exams	15 Final Exams	16 Final Exams End 2 nd Quarter	17			
					18			
19 Holiday	20 Holiday	21 Holiday	22 Holiday	23 Holiday	24			
					25			
26 Holiday	27 Holiday	28 Holiday	29 Holiday	30 Holiday	31			

January 2012

Monday	Tuesday	Wednesday	Thursday	Friday	Sat./Sunday
2 Holiday	3 Holiday	4 Third Quarter Begins	5	6	7
					8
9	10	11	12	13	14
					15
16 MLK Holiday	17	18	19	20	21
					22
23	24	25	26	27	28 SAT
					29
30	31	Notes _____ _____ _____ _____ _____			

February 2012

Monday	Tuesday	Wednesday	Thursday	Friday	Sat./Sunday		
<i>Notes</i> _____ _____ _____ _____ _____		1	2	3	4		
						5	
		6	7	8	9	10	11 ACT
						12	
		13	14	15	16	17	18
				19			
20 President's Day Holiday	21	22	23	24	25		
				26			
27	28	29 GHSWT Retakes	<i>Notes</i> _____ _____ _____ _____ _____				

March 2012

Monday	Tuesday	Wednesday	Thursday	Friday	Sat./Sunday			
<i>Notes</i> _____ _____ _____ _____ _____			1	2	3			
							4	
			5	6	7	8 End 3 rd Quarter	9 Student Holiday	10 SAT
							11	
			12	13	14	15	16	17
				18				
19 GHS GT	20 GHS GT	21 GHS GT	22 GHS GT	23 GHS GT	24			
				25				
26	27	28	29	30	31			

April 2012

Monday	Tuesday	Wednesday	Thursday	Friday	Sat./Sunday
2 Spring Break	3 Spring Break	4 Spring Break	5 Spring Break	6 Spring Break	7
					8
9	10	11	12	13	14 ACT
					15
16	17	18	19	20	21 Prom
					22
23	24	25	26	27	28
					29
30 EOCT	<p><i>Notes</i> _____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>				

May 2012

Monday	Tuesday	Wednesday	Thursday	Friday	Sat./Sunday
	1 EOCT	2 EOCT	3 EOCT	4 EOCT	5 SAT
					6
7 AP Exams	8 AP Exams Senior Honors Day – 8:30am Underclassman Honors Day – 1:00 pm Senior Memory Day	9 AP Exams	10 AP Exams	11 AP Exams	12
					13
14 AP Exams	15 Final Exams – Seniors Only AP Exams	16 Final Exams AP Exams	17 Final Exams AP Exams	18 Last Day of School AP Exams Graduation 8:00	19
					20
21	22	23	24	25	26
					27
28	29	30	31	Notes _____ _____ _____ _____ _____	

Troup County Comprehensive High School 2011-2012 Student/Parent Handbook Acknowledgment Page

1. My child and I have read and understand Troup High School's student handbook. We have discussed the importance of attendance and understand the attendance and tardy/early checkout policies. We have also discussed the school's dress code and discipline plan.
2. We have read and understand the school system's promotion policy.
3. We have read and understand that cell phones and other electronic devices may be used in the commons area before school and during lunch; however, their use during the school day is prohibited and will result in confiscation. Confiscated materials may be returned only to a parent or guardian.
4. We have read and understand the system's policy concerning the release of directory information.
5. We have read and understand the system's acceptable use policies concerning computers, network resources, and Internet resources.
6. In the event a field trip or other off-campus learning opportunity is scheduled for which I have given verbal consent to a teacher for my child to participate but failed to return an event-specific permission form, my signature below acknowledges my consent and absolves the school of all incidental liabilities.
7. I give my permission for my child to be named and photographed/videotaped in connection with daily school activities for the purpose of news releases, reporting, and for publication on the school's web site.

STUDENT'S NAME: _____

STUDENT'S SIGNATURE: _____

PARENT'S SIGNATURE: _____

DATE: _____