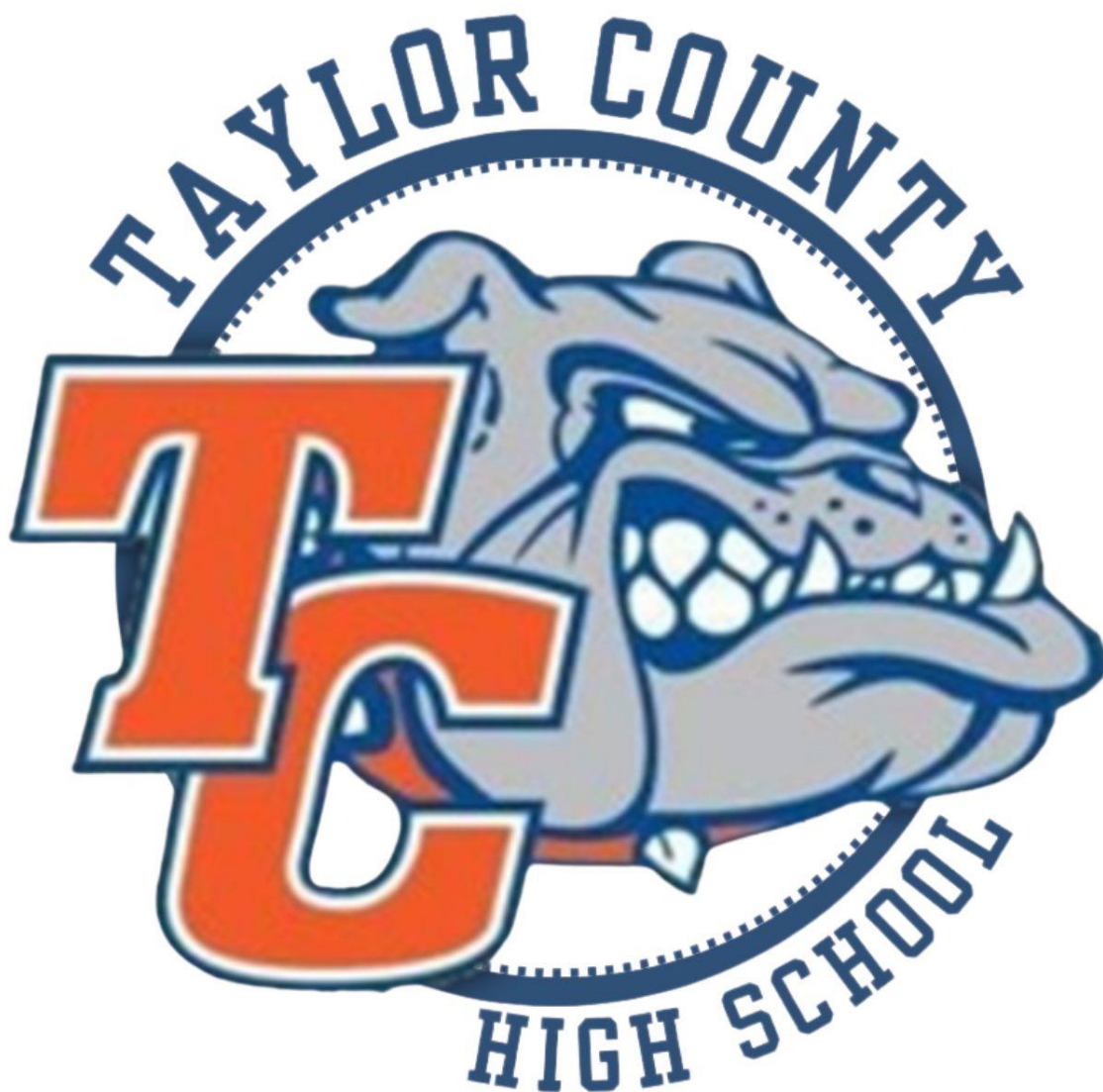


WELCOME TO D.A.W.G. NATION



**STUDENT
HANDBOOK**

Dear TCHS Families,

Welcome back to the upcoming 2025-26 school year at TCHS! I hope you had a fun-filled and safe summer break. Now that we have everyone returning well rested and rejuvenated to begin this new school year, there is some important work ahead of us. To our parents and guardians, thank you for entrusting us with caring for, teaching, molding, and leading your child as they continue to grow and mature into responsible young adults.

To our students, we encourage you to attend school daily with a positive attitude while giving us your very best effort academically and behaviorally. I promise you; no one will ever be upset with someone simply doing their best! And this is all we ask of you! You have already proven what you can accomplish at TCHS. Your hard work in the classroom this past school year assisted us with improving our overall school grade to a B! Your teachers are going to continue to challenge you to grow academically while instilling appropriate behaviors in the classroom and throughout our campus. The combination of your teachers having high expectations for you and you meeting those expectations will take our school to new heights.

We look forward to working closely with each of you and assisting you with reaching your own personal academic goals. Go Dawgs!

Sincerely,

CS Finley

VISION

All Taylor County High School students will achieve college and career success while becoming productive citizens, willing to invest in the common good of all.

MISSION

The mission of Taylor County High School is to enable all students to become successful in a global society by preparing them for college/career through rigorous academic programs and a collaborative partnership with the community.

VALUES

- Provide rigorous academic instruction and encourage the desire to expand knowledge in an ever-changing society.
- Provide a safe, nurturing environment where success is expected and supported by promoting a sense of personal responsibility and a respect for each other.
- Model and encourage good citizenship, personal responsibility, and respect.
- Create a learning community that encourages students to utilize critical thinking, problem solving and soft skills to accomplish their goals.
- Model and encourage, for students, a love of life-long learning, a sense of personal responsibility and acceptance of all cultures.

Alma Mater

Dear Old High School

We Love Her

Our Ideal and Pride

We will hold up Her Standards

Whatever may betide

We will follow Her Colors

Flung out to the Sky

We will give our Hearts Devotion

To Old Taylor High

SCHOOL CALENDAR

TCHS Calendar 25-26

■ District
 ■ State
 ■ College Prep
 ■ School Event
 ■ No School

August

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

AUGUST

- 1 - Teachers Return
- 6 - Schedule Pickup (10-12)
- 6 - Parking Permit Sales
- 7 - Freshman Orientation
- 11 - First Day of School
- 26 - FAST PM1 10th
- 28 - FAST PM1 9th

JANUARY

- 1-4 - Christmas Holidays
- 5 - Teachers Return/Staff PL
- 6 - Students Return
- 13 - FAST PM2 10th
- 15 - FAST PM2 9th
- 19 - MLK Holiday
- 27 - Family Engagement Night

January

SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September

SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

SEPTEMBER

- 1 - Labor Day
- 6 - ACT
- 15 - Open House
- 17 - FAST Retake
- 24 - Early Release/Staff PL

FEBRUARY

- 11 - Student Holiday/Staff PL
- 14 - ACT
- 16 - Presidents' Day/Holiday
- 25 - Write Score

February

SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

OCTOBER

- 1 - Algebra Retake
- 8 - PSAT/NMSQT 9th - 12th
- 13 - End of 1st nine weeks (45)
- 15 - No School/ Staff PL Day
- 17 - Homecoming Football Game
- 23 - WOW Field Trip - 9th

MARCH

- 4 - SAT School Day 11th - 12th
- 4 - Early Release/ Staff PL
- 10 - CONGIA
- 13 - End of 3rd Nine Weeks
- 16-20 - Spring Break

March

SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

November

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

NOVEMBER

- 4 - Write Score
- 11 - Veterans Day Holiday
- 24-28 - Thanksgiving Break

APRIL

- 1 - B.E.S.T Writing- 10th
- 2 - B.E.S.T. Writing- 9th
- 11 - ACT
- 3 - Good Friday
- 6 - Easter Holiday
- 18 - Prom
- 24 - Grad Bash

April

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

December

SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

DECEMBER

- 9 - FAST Retake
- 10 - Algebra Retake
- 11 - FCLE/Government
- 13 - ACT
- 19 - End of 2nd Nine Weeks (45)
- 22-31 - Christmas Break

MAY

- 4 - FAST Retake, FCLE
- 5 - FAST PM3 Grade 10th
- 6 - FAST PM3 Grade 9th
- 7 - Geometry, Senior Awards Night
- 8 - Senior Walk
- 12 - US History EOC
- 13 - Biology EOC
- 15 - Graduation
- 19 - Algebra EOC
- 25 - Memorial Day
- 29 - Early Release/ Last Day

May

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

SCHOOL STAFF

Staff Member	School Assignment
Baker, Cheryl	ESE Voc Rehab
Bodiford, Dena	ESE Support
Boggs, Shane	PE
Bowden, Julie	Reading
Brannen, Kelli	Assistant Principal
Braswell, Jesse	Athletic Director
Brumfield, Vonte	ROTC
Bucklin, Keith	ROTC
Carson, John	Science
Cook, Jessica	Parent Liaison
Courtney, Kathleen	History
Crawford, Theresa	Language Arts
Curry, Jesika	Science
Davis, Alma	Custodian
Davis, John	ESE Support
Edwards, Cynthia	Language Arts
Ely, Benjamin	Math
Ely, Robyn	Data Entry
English, Gena	Language Arts
Faircloth, Kaydee	World History
Finley, Charles	Principal
Fudge, Greer	ESE Support
Gipson, Lisa	Custodian
Grubbs, Jessica	AG
High, Leslie	Reading
Hinkle-Schroeder, Danielle	Art
Hires, Carlana	Early Childhood
Howard, Kristina	Attendance
Jandula, Sharon	Guidance
Jarvis, Gina	Guidance
Johnson, Ethan	PE
Knowles, Monica	ESE Support R
Krejcar, Melissa	Secretary

Staff Member	School Assignment
Mcbride, Mitzi	History
Mincy, Michael	Math
Moody, Melissa	Office Manager
Morgan, Katherine	ESE
Murphy, Angela	Language Arts
Neel, Susan	Dean's Office
Ratliff, Juanita	Instructional Coach
Reeves, Heather	Math
Resendiz, Graciela	Foreign Language
Rogers, Phillip	PE
Rouis, Joseph	Custodian
Rowell, Jodi	ESE Teacher
Sadler, Sonya	Guidance
Seufert, Stephen	Science
Starling, Jessica	Band
Staten, Clara	Head Custodian
Tripp, William	ESE Program
Turnbough, Trellis	Custodian
Webb, Jerry	Dean
Wentworth, Carol	Technology/DCT
Whiddon, Sheena	ISS
White, Lisa	Clinic
White, Renae	Language Arts
Winters, Jenny	Math
Wynn, Laurie	Media

BELL SCHEDULES

2025-2026 TCHS Bell Schedule

Bell	Time	Time in Class
Warning Bell	7:30	
Period 1	7:34-8:35	61
Period 2	8:39-9:35	56
Period 3	9:39-10:35	56
Period 4	10:39-11:35	56
Lunch	11:35-12:15	40
Period 5	12:19-1:15	56
Period 6	1:19-2:20	61

2025-2026 TCHS Early Release Bell Schedule

Bell	Time	Time in Class
Warning Bell	7:30	
Period 1	7:34-8:15	41
Period 2	8:19-8:55	36
Period 3	8:59-9:35	36
Period 4	9:39-10:15	36
Lunch	10:15-10:55	40
Period 5	10:59-11:35	36
Period 6	11:39-12:20	41

2025-2026 TCHS Homeroom Bell Schedule

Bell	Time	Time in Class
Warning Bell	7:30	
Homeroom	7:34-8:19	45
Period 1	8:23-9:12	49
Period 2	9:16-10:05	49
Period 3	10:09-10:58	49
Period 4	11:02-11:51	49
Lunch	11:51-12:31	40
Period 5	12:35-1:24	49
Period 6	1:29-2:20	51

2025-2026 TCHS Pep-Rally Bell Schedule

Bell	Time	Time in Class
Warning Bell	7:30	
Period 1	7:34-8:23	49
Period 2	8:27-9:16	49
Period 3	9:20-10:09	49
Pep Rally	10:13-10:58	45
Period 4	11:02-11:51	49
Lunch	11:51-12:31	40
Period 5	12:35-1:24	49
Period 6	1:29-2:20	51

ACADEMIC DISHONESTY

Students should aspire to learn and to achieve honestly. Their work and achievement should be the result of their own efforts. Cheating or attempted cheating will not be tolerated in any form: copying homework from another student or allowing another student to copy one's work; looking at another person's paper during a test or quiz, plagiarism (i.e. copying directly, using partial wording, or using another person's original ideas without documentation); providing another student with test answers, providing another student with written work; allowing another student to use their profile on the computer to gain an unfair advantage in any dishonest manner or inappropriate use of AI resources.

The following will occur if students are found to be cheating or attempting to cheat:

- Zero earned on assignment for all parties involved (Make-up at teacher's discretion)
- Parent/or Guardian Contact

AFTERSCHOOL

- Doors lock at 3:00pm.
- Students remaining on campus must be in a supervised activity.
- Students who plan to ride a bus other than their assigned bus must have a written bus note from the front office prior to dismissal. A note from the parent is required for approval.
- At 2:20pm bus riders are expected to proceed directly to the buses. Buses will leave promptly at 2:25pm.

ANNOUNCEMENTS

Daily announcements will be made each morning. Last minute p.m. club/team announcements must be submitted to Mrs. Krejcar for approval no later than 1:20pm.

ATTENDANCE POLICY

- Class attendance is imperative to student achievement and success. Students who have accrued more than the allotted amount of unexcused absences will be subject to loss of credit and potential loss of driver's licenses.
- Excused Absence —(1) Documented illness of the student; (2) Documented major illness in the immediate family, (3) Death in the immediate family, (4) Duration of a religious holiday of the specific faith of the student, (5) Special and unique situations approved by the principal.
- Unexcused Absence – (1) Inadequate or unacceptable reason for the absence; inadequate documentation.
- Parents/guardians need to provide a written explanation within three days upon the student's return to school. Written notes should be turned to the Attendance Clerk in the front office.
- Make up work for an Excused Absence- students may have 5 days to make up work from an excused absence or the number of days they were out which ever is greater. Students may receive full credit for submitting make up work on time.
- Make up work an Unexcused Absence- students will receive half credit for submitting make up work on time after an unexcused absence. An OOS will be labeled as an unexcused absence.
- The principal or designee has the authority, within the guidelines of the law, to determine if an absence is excused. In the case of excessive excused absences for illness, a parent/guardian may be asked to provide documentation from a physician.
- Absences for vacation or other anticipated reasons must be given prior approval from an administrator and the student must plan for completion of work prior to the absence. Students with excessive absences may not be excused for such reasons.
- Parents will be notified of unexcused or unexplained absences. If a pattern of non-attendance develops, parents will be asked to conference with school staff and participate in efforts to remediate the situation. If unexcused absences continue, truancy procedures will be initiated.
- Any student who has 15 unexcused absences, excluding suspensions, within 90 calendar days, with or without the knowledge or justifiable consent of the child's parent or legal guardian is considered habitual truant.
- When a student returns to school after an absence, missed work must be made up within a time period equivalent to the number of days absent or a maximum of 5 days, whichever is greater. It is the student's responsibility to request and complete make-up work. In the case of unexcused absences, a teacher may deduct up to 50% from the earned grade for work made-up.

- **Students who demonstrate excessive absences and reach Level 3 truancy status will forfeit their eligibility to attend Grad Bash, Prom, or other extracurricular activities. Truant students involved in extracurricular programs will face a suspension from participation until they are cleared of Level 3 truancy status through improved attendance. Students issued a suspension for truancy will be required to achieve 30 consecutive school days of perfect attendance, once this is accomplished the student will be allowed to participate in their given extracurricular group with approval from their coach/ sponsor. *Level 3 Truancy is defined as 15 Unexcused Absences in a 90-school day period.**
- The Florida Department of Highway Safety and Motor Vehicles is automatically notified via computer when a student has 15 days of unexcused absences from school within 90 calendar days. ONE CLASS PERIOD OF UNEXCUSED ABSENCE WILL COUNT TOWARD THE 15 UNEXCUSED ABSENCES. The student's driver's license is then suspended until the student displays perfect attendance for 30 consecutive school days.

ATHLETICS

Every student is encouraged to get involved in our athletic programs. All athletes must comply with the eligibility rules set forth by the Florida High School Athletic Association. If a student is arrested and charged with a misdemeanor or felony, he or she will immediately be suspended from extracurricular activities while the matter is investigated. In substantiated cases, the student may be suspended from participating in all extracurricular activities, including practices/meetings, for an entire school year (from the beginning date of his or her suspension). If a student is convicted of a felony or delinquent act, the student's participation in interscholastic extracurricular activities will be suspended for the balance of the school year. (Florida Statutes 1001.41 and 1001.42)

ACADEMIC ELIGIBILITY REQUIREMENTS (FHSAA)

To be eligible for athletics and interscholastic activities, a student must maintain a cumulative grade point average of 2.0 in all courses taken which are required for graduation. A student's eligibility is determined after each semester (not a nine-week grading period).

ATHLETIC PARTICIPATION

Prior to participating in athletics, the Florida High School Athletic Association requires that a student must provide the following:

- Physical Evaluation (current school year)
- Parent/Guardian Release and Hold Harmless Agreement for High School Athletics
- Acknowledgement of Standards for Participation (current school year)
- Proof of Insurance
- Consent and Release from Liability Certificate for Concussion and Heat- Related Illness
- Affidavit of Compliance with Policy on Athletic Recruiting and Non- Traditional Participation
- HIPPA Compliant Authorization to Release Medical Information Form
- Medical Release Form for Out-of-County or Overnight Travel
- Emergency Medical/Treatment Field Trip Consent Form
- Standards for Participation in Athletic Activities Form for Current School Year
- Concussion Training

ALL OF THE ABOVE MUST BE TURNED IN TO COACH BRASWELL.

EARLY DISMISSAL POLICY

We encourage students to arrange for appointments after 2:20 p.m. When a student must leave during the school day:

- He/she should bring a parental note stating the time needed to leave school and a phone number where the parent can be reached.
- The note should be dropped off at the Attendance Office BEFORE school starts. The parental note will be verified and a pass to leave campus will be made ready for the student.
- The student will pick up the pass and sign out at the Attendance Office when it is time for him/her to leave school.
- Any student leaving campus for ANY REASON without first signing out through the Attendance Clerk will be considered subject to disciplinary action for skipping.
- **If a student reaches the age of maturity (18) a notarized letter from a parent or guardian is required to be on file before a student can sign out and leave campus.**
- If students return before end of day, they are required to sign back in through the Attendance Clerk.

Parental pick-up is required for student release for appointments. A written excuse is needed for drivers and walkers.

TARDY POLICY

When a student is tardy to class, or late to school without a written excuse, the student will receive a minor referral for that tardy. The first and second tardy will result in a minor referral and parent contact will be made. Subsequent tardies will result in a discipline referral.

CAMPUS ATTIRE

Taylor County High School takes pride in the appearance of its students. Students should come to school ready to learn and participate in the instructional program. TCHS's policy on student dress and appearance is based upon the premise that the school is a student's place of business. Modesty, decency, and professionalism should be reflected in all students' clothing.

STUDENT DRESS CODE 9-12

The dress and grooming of students at Taylor County Middle and Taylor County High Schools shall contribute to the health and safety of the individual, promote a positive educational environment, and not disrupt the educational activities and processes of the school. Because inappropriate clothing worn by a student is detrimental to the school program, the wearing of garments suitable for school shall be encouraged. All faculty and administrative staff shall be on the alert to give positive guidance in these matters, without embarrassment to the student. These rules on the personal appearance of students are intended to enable the students of TCHS to dress casually but reasonably. However, the school principal is the final authority regarding the appropriateness of student dress. Nothing in these rules shall be construed to pre-empt the principal's authority to act in specific cases when, in the principal's judgment and discretion a student's dress threatens to disrupt the educational process or the good order and discipline of the school or is otherwise inappropriate.

1. Shorts, Skirts, Skorts and Dresses: Clothing should not be shorter than 4" above the knee. This also includes slits.
2. Shirts: Shirts, tops, jackets, dresses, or blouses should cover all aspects of the bosom, chest, stomach back and sides. This should also include when arms are raised above the head.
 - a. Cleavage should not be visible.
 - b. Tank tops, tube tops, halters, racerbacks, cutouts, Sheer materials, or spaghetti straps are not permitted as a primary top.
 - c. Beachwear and sleepwear/pajamas/bedroom clothes are not permitted (unless preapproved by the principal).
 - d. Undergarments should not be visible at any time.

3. Pants: Pants should fit appropriately, without sagging, and hide all undergarments. (Underwear, boxers, shorts, etc.)
 - a. Any pants with holes or slits 4" above the knee are unacceptable.
4. Hats: Head coverings are not permitted on campus. This includes but is not limited to hats, hoods, bandannas, do-rags, and caps. Exceptions may be made by the principal for special school activities or if the student is a member of a legally recognized religious organization requiring head covering or if there is a legitimate medical necessity.
 - a. Shoes: Shoes must be worn at all times and conform to the safety requirements of any activity in which the student will take part. Open-toed and backless slides are acceptable if they are sturdy and fit securely. Bedroom shoes or slippers are not permitted (unless pre-approved by the principal).
5. Accessories and Jewelry: Accessories and jewelry must not be sexually suggestive or feature crude or vulgar commercial lettering, printing, or drawings which would be offensive or insensitive to anyone on campus. They may not depict drugs, tobacco, alcohol, or be indicative of gang membership. Accessories and jewelry must not be capable of causing physical harm (i.e. fishhooks on caps, spikes on bracelets or necklaces). Also, suggestive, or offensive accessories are not permitted.
6. Any administrator or designee shall make the final determination concerning questions regarding the appropriateness of dress for school and for school sponsored functions. Students who dress in a manner inconsistent with the approved Dress Code Policy will be required to change their clothes. Students may be sent to ISS temporarily while they wait for their parent or guardian to arrive with clothing that meets dress code.
7. Personal attire may be in the style of the day, but clothing that is immodest, revealing, or distracting in character is unacceptable. Clothing, piercings and accessories shall not be worn if they display profanity, violence, discriminatory messages, sexually suggestive phrases, advertisements, phrases or symbols of alcohol, tobacco or drugs or create a safety issue within the learning environment.
8. In accordance with statutory requirements, and as more particularly specified in the standards for boys and girls below, students are prohibited from wearing clothing that exposes underwear or that exposes body parts in an indecent or vulgar manner.

CAMPUS PRIDE

We are working hard every day to keep our campus clean and neat. This is an impossible task without the students' help and support. Waste receptacles are located in all areas, and everyone should make a special effort to see that these receptacles are used. All trash should be put into these receptacles and not thrown on campus. This is your campus, so be proud of it. Taylor County High School can only be as clean and neat as you make it. This is your school, OWN IT, RESPECT IT, AND HAVE PRIDE IN IT.

CARE OF SCHOOL PROPERTY

Each student is responsible for the proper care of all books, supplies, laptops, furniture, etc. supplied by the school. A student who vandalizes or does damage to school property or equipment will be required to pay for the damage done or replace the item. There will be severe consequences for any damages to Taylor County High School.

CHANGE OF ADDRESS

It is important that the school office records be up to date. Please inform the Registrar of any change of address, phone number(s) or significant information.

CLINIC

The clinic is open from 7:15am-2:30pm to assist with health and hygiene problems. The health room aide may not dispense aspirin or other medications but may provide first aid treatment and supplies. If students become ill or are injured, they should request a pass to the clinic from a teacher. If a student needs to go home, the student's parents will be contacted. Parents must sign a student out with the Attendance Clerk or give permission over the phone to release those students who can drive themselves.

Students are NOT allowed to carry drugs or any type of medication (prescription or over the counter) during the school day. All medications must be delivered to the clinic with a written parental/guardian note. Medications must be kept in the original pharmacy container/package. Medication will be taken under supervision.

All injuries must be reported immediately to school personnel and an accident report filed with the clinic.

COLLEGE FINANCIAL AID INFORMATION

College-bound students needing financial aid information should consult with their counselor. Financial aid information is available in the Guidance Office. Financial Aid Seminars are conducted at least once a year to help students and parents with their college financial planning. See your guidance counselor for information about possible careers, colleges, and scholarship information.

COLLEGE VISITATION PRODEDURE

Juniors and seniors are strongly urged to plan their visitations to prospective colleges on vacation days and teacher workdays. Any visitation during school time must have prior written approval. The Attendance office should be notified of the desired visitation no later than FIVE SCHOOL DAYS PRIOR to the requested absence for proper consideration.

COMMUNICATION

Please make sure we have an updated cell phone number for your parent/ guardian on file. We will send important information/ announcements home via text messages.

CONDUCT AT ATHLETIC EVENTS & SCHOOL ACTIVITIES

Students are expected to exhibit proper behavior at both home and away events. This includes no fighting, heckling, throwing items, etc. and no loitering in the immediate area before or after an event. School policy prohibiting the use or possession of tobacco, drugs and alcohol applies at all events in which the school is involved regardless of the site. **Students serving an out-of-school suspension or referred to truancy court may not attend any school-related activity.**

DELIVERIES

Deliveries of flowers, balloons, and birthday gifts, etc. may be acceptable provided the delivery does not cause undue disruption or disturbance on campus. The TCHS administration reserves the right to refuse any delivery it deems to be disruptive or distracting to the learning environment. Lunch deliveries are NOT allowed.

DISCRIMINATION POLICY

The School Board of Taylor County, Florida does not discriminate in admission or access to, or treatment, or employment in its programs and activities on the basis of race, color, religion, age, sex, national origin, marital status, disability, genetic information, sexual orientation, gender identity or expression, or any other reason prohibited by law, regarding nondiscrimination. See 34 C.F.R. 100.6 (D); 34 C.F.R. 106.9; 34 C.F.R. 110.25. In addition, the school board provides equal access to the Boy Scouts of America and other designated youth groups. This holds true for all students who are interested in participating in educational programs and/or extracurricular school activities. See 34 C.F.R. 108.9. Disabled individuals needing reasonable accommodations to participate in and enjoy the benefits of services, programs, and the activities of the school board, are required in advance to notify the administrator at the school/center at which the event or service is offered to request reasonable accommodations. The lack of English language skills will not be a barrier to any opportunity or

event associated with Taylor County Schools. Questions, Complaints, or Requests for additional information regarding discrimination or harassment may be sent to; Kiki Bell, Director of Personnel and Title IX Coordinator at 318 N. Clark St Perry, FL 32347: 850-838-2500 /kiki.bell@taylor.k12.fl.us, or Kamryn Sands, Supervisor of ESE and Student Services and Section 504 Coordinator, 318 N. Clark St. Perry, FL 32347: 850-838-2500 /kamryn.sands@taylor.k12.fl.us.

DRIVING

- **Vehicle Use by Students**
 - Students who drive shall comply with the rules prescribed by the principal:
 - All students must obtain a TCHS parking decal.
 - Careless and reckless driving will not be tolerated.
 - No alcohol, weapons, contraband, etc. should be in your automobile while on the school campus.
 - Music should not be played so loud that it disturbs others. Violations of this policy may result in the loss of driving privileges.
 - Students who incur a traffic violation during the period of the school day may lose the privilege of driving.
 - The student (or parent if student is under 18) assumes the liability in case of an accident.
 - Students enrolled at Big Bend Technical College are permitted to drive to their classes.
- **Parking**
 - The campus parking facilities are the property of the Taylor County School District. Parking on campus is a privilege, not a right. The following rules must be adhered to:
 - Parking permits are \$20.00 and require proof of a valid driver's license, registration, and insurance. Vehicles not holding a valid parking permit may be towed away at the owner's expense.
 - Assigned parking.
 - Preferred parking can be bought for \$20 per spot. Students who choose to buy preferred parking spot will be able to choose any spot they want.
 - Parking permits can be purchased with Mrs. Wentworth
 - The southeast parking lot is reserved for school staff and visitors
 - No cars may be parked in the bus loading/drop-off lane in front of the school at any time.
- **Big Bend Technical College (B.B.T.C.) Driving Privileges**
 - Dually enrolled students are permitted to drive to B.B.T.C. with notarized parental permission.
 - Students who incur a traffic violation during the period of the school day will lose the privilege of driving to B.B.T.C. students who do not follow school rules concerning dual enrollment driving or behave in a reckless manner may also lose their driving privilege.

ELECTRONIC DEVICES

Students may possess a cell phone or electronic device in school, on school property, at after-school activities, and at school-related functions. Personal devices are not allowed to be out or used during class. Students will be asked to secure personal devices. Only district electronic devices will be used during class time under the express and deliberate direction of the teacher. Possession of an electronic device by a student is a privilege, which may be forfeited by any student who fails to abide by the terms of this policy, or otherwise engages in misuse of this privilege.

Anyone who possesses an electronic device is responsible for its care. The school board is not responsible for preventing theft, loss, damage, or vandalism to electronic devices brought onto its property.

No expectation of confidentiality will exist in the use of electronic devices on school premises/property.

Students may not use earbuds, headphones, or any other device in the hallway or classroom that will prohibit them from hearing instructions or communicating when spoken to.

EVACUATION DRILLS

Drills at regular intervals are required by law and are an important safety precaution. It is essential that when the first signal is given, everyone follows procedures promptly and clears the building by the prescribed route as quickly as possible. The teacher in each classroom will give instructions to the students.

1. Move quickly and quietly.
2. Exit according to plan.
3. Leave belongings behind
4. Turn off lights and close doors.

FIELD TRIPS

School field trips are a privilege for students. All required forms and emergency information must be submitted prior to the field trip. Field trip participation for students may be curtailed for students who have poor grades, poor attendance, or for disciplinary reasons.

FINANCIAL OBLIGATIONS

Students are expected to meet financial obligations to the school for such items as lost textbooks, uniforms, fundraiser items, etc. Students who have outstanding debt will be forbidden from participating in graduation ceremonies.

FREEDOM OF EXPRESSION

- The School Board recognizes that one of the most important missions of the school is to provide effective avenues through which students may express their opinions, views, and ideas on a wide range of subjects. To that end, students have the right to express their viewpoints in an orderly and appropriate manner. Students also have the responsibility to recognize the rights of others by expressing themselves in a manner which does not interfere with the orderly process of education, violate school rules, or infringe on the rights of others. The TCHS Administration reserves the right to disallow any items deemed to be disruptive to the learning environment.

GRADING POLICY

Grade	Scale	Point Value
A	90-100	4
B	80-89	3
C	70-79	2
D	60-69	1
F	0-59	0

- **Gradebooks**

- Grade books should reflect an accurate documentation of student assessment and attendance. For students to demonstrate knowledge and understanding of concepts being taught every teacher will have at minimum of 4 graded summative assessments per grading period, and at least 8 graded formative assignments with at least 1 completed prior to each summative assessment. Adequate assessment means that for each course, a minimum of 12 grades should be taken for the grade book each 9 weeks.

- **Posting Grades**

- All grades should be updated and posted in FOCUS bi-weekly.

- **Midterm Reports**

- Midterm reports will be distributed on the days designated during the nine weeks grading period. Midterm reports will go out to all students and parents via FOCUS. These reports are created using the electronic grade book.

- **Exam Exemptions for All Courses:**

- To qualify for an exam exemption, students must maintain an average of 90% or higher for both nine-week periods in the current semester, along with an average daily attendance rate of 94% or better throughout the entire semester, regardless of whether absences are excused or unexcused. Additionally, absences resulting from school functions will not negatively affect the student's average daily attendance or disqualify them from being exempt from exams.

HARASSMENT/BULLYING

We, the students, faculty, parents, staff, and supporters of Taylor County High School are committed to providing a compassionate, receptive and non-threatening atmosphere for each and every one of our students to learn and succeed in. If harassment occurs, students should be assured of the fact that all incidents will be addressed quickly, thoroughly, and effectively. We also expect that anyone – whether student, educator, family member or other school party – who witnesses or has other knowledge of an incident of harassment will report the incident to the principal, assistant principal, dean or to the guidance office immediately and with the promise of confidentiality if desired.

- Harassment can be generally defined as the use of aggression, intimidation and/or cruelty with the deliberate intent of hurting another person verbally, physically, or emotionally. Harassment carries the ramification of causing pain and stress to the victim. Harassment is never justified and is not excusable as “kids being kids”, “just teasing” or any other rationalization. The victim is never “responsible” for being a target of harassment. Specific types of harassment may include, but are not limited to: emotional, homophobic, physical, ethnic/racist intolerance, sexual and verbal.
- Bullying is a purposeful action that is intended to injure, involves physical (hitting, pushing, shoving, kicking, etc.) and/or mental components (e.g. verbal humiliation, hurtful, threatening behaviors, gossip, exclusion), and ALWAYS involves an imbalance of power. This may include cyberbullying, using text messages, SnapChat, Instagram, Facebook, or other social networks.

HOSPITAL/HOMEBOUND PROGRAM

Parents/Guardians should contact the ESE Staffing Specialist.

INTERNET USAGE POLICY

- Please see our District Discipline Matrix regarding the inappropriate use of internet/ technology devices.

LOST AND FOUND

- The Lost and Found is in the Dean's Office. Students are requested to bring articles found on campus to the Dean's Office.

LUNCH

STANDARD STUDENT LUNCH WILL BE FREE FOR EVERY STUDENT.

1. Students classified as Juniors and Seniors are permitted to leave during the lunch period if they have:
 - a. A notarized parent approval from on file in the Dean's office,
 - b. at least a 2.0 GPA,
2. Freshmen and Sophomores who leave campus during lunch period are considered leaving school without permission.
3. There will be no acceptable excuse for being late to the next class due to leaving campus for lunch.
4. Students remaining on campus during lunch must be in the lunchroom or the outdoor cafeteria area.
5. Underclassmen are not allowed to enter the student parking lot to retrieve items during lunch.

*This privilege of going off campus for lunch can be taken away for skipping classes, being tardy to class from lunch, or for abusing school rules including, but not limited to, taking non-approved or ineligible students off campus, or loitering in the parking lot during lunches.

MAKE-UP WORK

Students should request make-up work the day they return to school. They will be given one day per absence to complete and submit work. In the case of unexcused absence, a teacher may deduct up to 50% from the earned grade for work made-up. A natural consequence of an absence is missing the opportunity to participate and interact in the classroom environment.

MEDIA CENTER

Every student enrolled in Taylor County High School has the privilege of checking out library materials. Books may be kept for three weeks and renewed unless there is a demand for the book. Every student is encouraged to use the media center at his/her convenience for serious reading, study, or research. Any student who abuses library privileges will lose those privileges. Fines are charged for materials overdue at an established rate. Any student who owes fines for previous financial obligations, i.e. lost books, cafeteria charges, other school materials, may not check books out of the media center. Students entering the media center must have a pass from their teacher. No food or drink is permitted. The media center is open from 7:30am-2:30pm.

MESSAGES (In case of Emergency)

In case of an emergency, a student may be sent a message by a parent or guardian. To protect students, no one other than a parent/guardian may leave a message for a student, including people who identify themselves as siblings or other relatives. To not disrupt the academic focus of the school, messages will only be delivered to students in the case of an emergency.

OFFICE HOURS

To protect the integrity of the school day students, parents/guardians will not be seen without an appointment. To meet with someone in administration or guidance students or parents MUST call to make an appointment. Walk ins will be asked to schedule an appointment.

PERSONAL PROPERTY

While students are permitted to bring personal items to school, including cell phones and all other electronic devices, the school and its staff do not assume responsibility for loss of, or damage to, personal possessions, including motor vehicles and bicycles.

PUBLIC DISPLAY OF AFFECTION

Students shall refrain from public displays of affection. Any student in violation can face disciplinary action at the discretion of the teacher and administration. The district discipline matrix will be enforced for this behavior.

SUPERVISION

Supervision begins air 7:15am and concludes at 2:35pm. Students must leave campus or plan to leave campus promptly after school hours and after an activity concludes.

RESTRICTED AREAS

Restricted areas are those locations that are considered off-limits to all students during the school day because of student safety concerns. Violations of restricted area policies and procedures will result in disciplinary action. The following areas are designated as restricted areas at Taylor County High School:

1. Parking Lots: Administrative permission is required to enter any parking lot during the school day.
2. Gymnasium & Athletic Fields: Only students scheduled for physical education are permitted in these areas during the school day.
3. Cafeteria & Lunch Area: Students are only permitted in the cafeteria or pavilion before the start of school and during their scheduled lunch time.

SCHOOL DANCES

High school dances may be held in the evening, and they are open to TCHS students only. Any guests attending a school dance must be approved by the principal and SRO. Tickets will not be sold at the door.

SOLICITATION OF FUNDS

Individuals may not solicit funds at school, nor may individuals sell or distribute items on campus, unless approved by the principal. Officially recognized organizations may seek fund-raising approval for items to be sold before school, at lunch and after school, as well as in the community. Edible items cannot be sold during the school day.

TRANSCRIPTS

Requests for transcripts are made to the counselor or registrar. Counselors should be given at least three weeks' notice when asked to write letters of recommendation for colleges and jobs.

SURVEILLANCE CAMERAS

For security and safety purposes video cameras are used to record events at this facility.

TESTING

- **PSAT (NMSQT) – Preliminary Scholastic Aptitude Test**
 - Website: <http://www.collegeboard.com>
 - The PSAT measures verbal and mathematical reasoning skills. Students in 11th grade may take this test for an opportunity to qualify for the National Merit Scholarship. The assessment of verbal and mathematics skills on the PSAT is effective practice in the preparation for the SAT.

- **SAT – Scholastic Aptitude Test**
 - Website: <http://www.collegeboard.com>
 - The SAT is an objective test designed to measure how well students have developed their verbal, mathematics, grammar, and writing skills. It is recommended that 11th grade students take this test in the spring of their junior year or fall of their senior year. An excellent resource: Khan Academy <https://www.khanacademy.org>.
- **ACT – American College Test**
 - Website: <http://www.act.org>
 - The ACT is designed to assess high school students' general educational development and their ability to complete college-level work. The tests cover four skill areas: English, Mathematics, Reading, and Science reasoning. An excellent resource: Khan Academy <https://www.khanacademy.org>.
- **CTE – Career and Technology Education**
 - Taylor County High School offers an array of career and technical education courses that prepare students for the workforce, provide them with skills that will help them to become responsible and contributing citizens, and enable them to earn industry certification.
- **PERT – College Placement Test –**
 - The Postsecondary Education Readiness Test (P.E.R.T.) is Florida's customized common placement test. The purpose of the P.E.R.T. is accurate course placement based on the student's skills and abilities. The P.E.R.T., is aligned with the Postsecondary Readiness Competencies identified by Florida faculty as necessary for success in entry-level college credit coursework. The P.E.R.T. assessment system includes Placement and Diagnostic tests in mathematics, reading and writing.
- **ASVAB – Armed Services Vocational Aptitude Battery**
 - The ASVAB measures mechanical, clerical, verbal, and mathematics skills. This test is administered to juniors and seniors to help identify suitable careers and occupations.
- **Florida State Assessment of BEST Standards**
 - Testing the BEST standards is part of Florida's effort to improve the teaching and learning of higher educational standards for all students. The primary purpose of this testing is to assess student achievement of the higher-order cognitive skills represented in the Florida BEST Standards in Reading/Writing. Students in 9th and 10th grades must take this test. A passing score on the 10th grade FAST ELA assessment is required for graduation.
- **EOC – End of Course Assessments**
 - The Florida EOC Assessments are designed to measure student achievement of the BEST standards for specific courses, as outlined in their course descriptions.
<http://www.floridastandards.org/Courses/CourseDescriptionSearch.aspx> these assessments are part of Florida's Strategic Plan for increasing student achievement and improving college and career readiness and include EOC assessments in the following subject areas: Biology 1, Geometry, U.S. History and Algebra 1. The Florida EOC Assessments are administered on the computer as part of Florida's commitment to moving to computer-based testing for statewide assessments.

- Students will take the EOC assessments toward the completion of their coursework. Typically, each EOC assessment will be administered in the last three weeks of a course. All test dates are set by the Florida Department of Education.

TEXTBOOKS/LAPTOPS

Students are provided district-owned textbooks and/or laptops for use during the year. Students are responsible for returning the book/laptop or paying for it if it is lost, stolen, or damaged. It is important that you understand the Florida State Law and School Policy that deals with textbooks and materials.

TOBACCO/SMOKING/VAPING

In compliance with the Florida State Law, which prohibits the sale of tobacco products to anyone less than 21 years of age, smoking or the use of other tobacco products, including e-cigarettes, by any student (regardless of age) is prohibited on school grounds. Students who disregard this policy will be referred to an administrator for disciplinary action. Students who are found smoking or in possession of tobacco products are subject to monetary fines ranging from \$25 to \$500.

TRANSPORTATION

Bus transportation will be provided to all students living more than two (2) miles from Taylor County High School. Students who wish to ride another bus other than their own must have a note from parent/guardian presented in advance to an administrator for approval signature. For more information concerning this service, parents should contact the Director of Transportation at 838-2505.

VISITORS

ALL VISITORS MUST REPORT TO THE RECEPTION AREA IN THE FRONT OFFICE to secure a visitor's pass. You **MUST** bring valid photo ID to be scanned and approved through our Raptor System. Due to school safety issues, a student is not allowed to bring visitors to school without prior administrative approval. Students from other schools may not visit in classrooms. You must have an appointment to meet with someone on TCHS faculty or staff.