

BRUCE MULKEY, PRINCIPAL
901 North Street West
Vidalia, Georgia 30474
(912) 537-7931

VIDALIA HIGH SCHOOL
2022-2023
Student Handbook



"Ignite, Invest, Inspire"

MISSION

Ignite, Invest, Inspire

VISION

All students will become future, productive, contributing members in society.

In Vidalia City, we believe:

- High expectations are essential to develop college and/or career ready students.
- Family and community engagement encourages accountability which is vital to academic success and community economic development.
- Effective teaching practices optimize students' opportunities to learn.
- All extra-curricular activities are an enhancing/integral component of the overall educational program to produce well-rounded citizens.
- Strong relationships are fostered through inclusive and diverse connections that create a positive climate in order to ensure safety for ALL.

System Goals & Objectives

I. STUDENT ACHIEVEMENT AND DEVELOPMENT FOR ALL

I.A Increase students' readiness for post-secondary options

I.B Increase mastery of content

I.C Improve developmental areas for all students

II. ORGANIZATION AND OPERATIONAL EFFECTIVENESS

II.A Improve facility safety and security

II.B Maximize financial efficiency and effectiveness

II.C Develop and improve cohesive operational processes and practices

III. POSITIVE CULTURE AND CLIMATE

III.A Develop and sustain positive staff-student relationships

III.B Improve safe, healthy and secure learning environments

III.C Increase community, family and school engagement

IV. QUALITY STAFF LEARNING AND GROWTH

IV.A Recruit highly qualified staff

IV.B Improve and sustain staff knowledge

IV.C Retain highly qualified staff

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VIDALIA CITY SCHOOLS 2022-2023 School Calendar	
Preplanning/Staff Professional Learning	August 1-4
First Student Day	August 5
Labor Day Holiday	September 5
Staff Professional Learning (Grades K-8 only)	September 6
Progress Reports (K-12)	September 8
Parent Conference Day (Student Holiday)	October 6
Mid-Term/Staff & Student Holiday (K-12)	October 6-11
Staff Professional Learning (Student Holiday)	October 11
Mid-Term Reports (First Semester)	October 13
Progress Reports (K-12)	November 10
Staff Professional Learning (Student Holiday)	November 18
Thanksgiving Holidays	November 21-25
First Semester Ends	December 16
Christmas/New Year Holidays	December 19-30
Staff Professional Learning (Student Holiday)	January 2-3
First Day for students Second Semester	January 4
First Semester Report Cards (K-12)	January 12
MLK Holiday	January 16
Progress Reports (K-12)	February 9
Student Holiday/Staff Professional Learning (Grades PreK-8 ONLY)	February 17
President's Day Holiday	February 20
Mid-Term (Second Semester)	March 10
Parent Conference Day/Student Holiday	March 16
Staff Professional Learning (Student Holiday)	March 17
Mid-Term Reports (K-12)	March 23
Staff Professional Learning (Student Holiday)	March 31
Spring Holidays	April 3-7
Progress Reports (K-12)	April 20
Second Semester Ends/Last Student Day	May 24
Graduation	May 26
Post-Planning	May 25-26
Second Semester Report Cards (K-12)	TBA

Equal Educational Opportunities

The Vidalia City School District does not discriminate on the basis of race, color or national origin, sex or disability in any student program. It is the policy of the Board of Education to comply fully with the requirements of Title VI, Title IX, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act and all accompanying regulations. Any student, parent or other person who believes he or she or any student has been discriminated against or harassed in violation of this policy must make a complaint in accordance with the procedures outlined in VBOE Policy JAA - Equal Educational Opportunities. This policy and all policies of the Vidalia City Board of Education can be viewed on the following web site: vidaliacityschools.org

Public Participation Procedure

[Public Participation Procedure](#)

Please click on the link above to find information regarding Public Participation at a Vidalia City School Board Meeting.

General Information/Procedures

These are daily requirements for students at Vidalia High School. Please follow these guidelines for success.

Announcements - All general announcements are scheduled daily. The office will not interrupt classes with announcements unless approved by administration.

Assemblies - Assemblies are held at various times throughout the year for awards presentations and informational purposes.

Copy Fees - Any request for copies of documents that government entities can provide (examples: birth certificates, social security card, immunization records, etc.) will incur a fee of \$3.00 per document, or notarization of documents.

Social Events - There are several social events held each year for the benefit of the students. All school rules apply. Graduates or students from other schools are guests and are required to get permission to attend. The school reserves the right to refuse anyone on the grounds during social events.

Solicitation - Selling products, materials, etc. by organizations other than those sanctioned by the board is prohibited. Fundraising or selling of items by clubs must be approved by the principal.

Messages - Messages received in the office will be given to the student between classes, at lunch and after school. Classes will not be interrupted unless it is an emergency. The office phone may only be used with the administration's permission.

Medicines - Medicine will not be administered by the front office. Students will report to the nurse's station if medications are to be administered. They should have a hall pass from their respective teacher indicating the destination. The nurse will provide admission slips back to class. The phone may only be used with the administration's permission.

Automobiles on Campus - Students cannot park on campus without a parking permit. Doing so can result in the car being towed at the owner's expense. Permits must be purchased during the first week of school. **Cost is \$15.00 and proof of a valid driver's license and insurance is required to park on campus.** All students that drive are subject to our drug testing policy. Students will be assigned a parking space. Choice of parking space is given to honor roll students first and then seniors, juniors, etc. Parking permits must be placed on the rearview mirror and visible at all times. Failure to do so could result in the car being towed at owner's expense. Vidalia High School reserves the right to search any car on campus. (Refer to transportation and parking section.)

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Bell Schedule 2022-2023

7:35	Doors Open
8:02	Breakfast Over/First Bell
8:07	Tardy Bell/Moment of Silence, Pledge & VHS Flash Update
8:10	1 st Block Begins
9:35	1 st Block Ends/ 2nd Breakfast
9:42	2 nd Block Begins
11:07	2 nd Block Ends

<u>1st Lunch</u>		<u>2nd Lunch</u>		<u>3rd Lunch</u>		<u>4th Lunch</u>	
11:07 - 11:35	Lunch	11:12 - 11:35	3rd Block	11:12 - 12:13	3rd Block	11:12 - 12:37	3rd Block
11:40 - 1:05	3rd Block	11:35 - 11:59	Lunch	12:13 - 12:37	Lunch	12:37 - 1:05	Lunch
		12:03 - 1:05	3rd Block	12:41 - 1:05	3rd Block		
1:05	3rd Block Ends						
1:10	4th Block Begins						
2:35	4th Block Ends						
2:40	Advisement/W.I.N.						
3:20	Dismissal						
3:25 - 3:45	Detention Hall						

School Parking Regulations

1. Students do not have a right to park private vehicles on school grounds. **It is a privilege to park personal vehicles on school grounds subject to control of the school authorities.** Further, all automobiles parked on school grounds must be registered with the school authorities and display a current school-issued decal.
2. In order to obtain a decal, a student must apply with proper school officials. You must have a valid driver's license and proof of insurance on the vehicle. Students, in exchange for applying for and receiving decals, agree that while on the school premises their vehicle may be subject to search by designated school officials at any time. According to state law, search and seizure rules apply.
3. Parking rules will be strictly enforced.
 - Students can only park in their assigned spot.
 - Students cannot park in the teachers' parking lot.
 - Identification must be visible, no rear-parking.

Directory Information

Vidalia High School hereby gives notice that it is our policy to disclose Directory Information to the public. Directory information in this school consists of a student's name, address, telephone number, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most previous educational agency or institution attended by a student. The military has the same access to a student's records as the Post-Secondary institutions or prospective employers.

Schools are required to provide the military with a list of the student's name, address and telephone number. **Contact the principal or counselor at (912) 537-7931 no later than September 1st if you do not want your child's directory information to be disclosed.**

Visitors, Children, Friends Or Relatives

Children, relatives, etc. of students may not be brought to school. This applies to out-of-town as well as local friends/relatives. Graduates of Vidalia High School may visit faculty members at the conclusion of the school day.

Upon arrival on the VHS campus, all visitors must report to the office to check with the administration. Approved visitors will be given a visitor's badge and a designated time to remain on campus.

Non-Resident Tuition

The Vidalia City Board of Education has set the Non-Resident Tuition for the **2022-2023 school year at \$200 per child**. This fee applies to students who reside outside the city limits of Vidalia, Georgia... refer to VBOE Policy JBCB.

Tax credits are allowed for non-resident students whose parents pay school taxes for the City of Vidalia, Georgia. Tuition may be partially or fully paid by presenting a City of Vidalia Ad Valorem Tax Receipt from the preceding year. (The school tax portion of the bill will be deducted from tuition.)

- No prorated tuition refunds will be given for students who move out of the city during the school term.
- Tuition is due within the first 20 days of enrollment, those not paid in full by this date will be withdrawn.

Tuition should be paid to the school where the child will attend. Each school will begin receiving tuition payments the first day of pre-planning during regular business hours and must be paid in full (or arrangements made with the building principal) on or before the last day of pre-planning. Tuition is non-refundable. No progress reports or report cards or other school documents will be issued to a non-resident student until tuition payments are current.

If you have any questions regarding non-resident tuition, please call your child's school.

The district reserves the right to not accept all students in the same household, if the students are out of district and do not meet the requirements for enrollment. Non-residence students will be accepted on a by school basis.

Employment Certificates (Work Permits)

All work permits are handled through Vidalia High School's front office. Please see Mrs. Howard.

Financial Obligations

Any student who has any type of financial obligations with Vidalia High School must take care of that obligation before transcripts will be sent, before the student will be allowed to participate in graduation exercises, or receive a diploma. There will be a \$25 charge on all returned checks received by VHS.

General Rules of Conduct

“Courtesy results from consideration of others and from less thought about oneself.”

Civility is an integral part of the school atmosphere. Your attitude and behavior, in large part, will determine your overall success or failure and the application of skills learned.

Courtesy - On entering Vidalia High School, you become a vital part of this institution. In order for the school to maintain a good reputation, you must meet this requirement. **Respect yourself and others at all times, and remember that at all events you represent your family, your school/community and yourself.**

Behavior - Teachers are authorized to correct any student behavior while in the school complex, on school grounds and field trips, at sporting events or any other school-sponsored activity.

Conduct in the halls - There should be no running in the halls at any time. There will be no loitering/lounging around the cafeteria or in the hallway between classes.

Student Rights, Responsibilities, and Limitations

The Board of Education is a political subdivision created under the laws of Georgia, charged with the obligation and duty of operating the public schools located in the school district. The Board, in collaboration with its professional staff, has the primary responsibility for the development of an understanding and appreciation of our representative form of government, the rights and responsibilities of the individual, and the legal processes whereby necessary changes are made.

The school is a community, and the rules and regulations of a school are the laws of the community. All those enjoying the rights of citizenship in the school community must also accept the responsibilities of citizenship. A basic responsibility of those who enjoy the rights of citizenship is to respect the laws of the community.

Recent court decisions have clearly indicated that young people in the United States have the right to receive a free public education, and the deprivation of that right may occur only for just cause and in accordance with due process of law.

The courts have also stated that students have the rights of citizenship and that these rights may not be abridged, obstructed, or in other ways altered in accordance with the due process of law. The First and Fourteenth Amendments to the U.S. Constitution prohibits states from unduly infringing upon the rights of speech and expression. In the school setting this restriction on state action limits the manner and extent to which the schools may limit the speech and expression of students.

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Administrators and teachers also have their rights and duties. The teacher is required by law to maintain a suitable environment for learning, and administrators have the responsibility for maintaining and facilitating the educational program.

Teachers have the authority to discipline students in their classes. The principal is authorized to suspend students for cause. The Board of Education is also authorized to suspend or expel students for cause. The following rules and due process procedures are designed to protect all members of the educational community in the exercise of their rights and duties.

It should be noted that certain acts listed in the rules governing student conduct are punishable under local, state and federal laws.

The Board has the responsibility to provide protection for students and employees and to provide and maintain a safe and orderly environment for education to take place.

Administrators are authorized to take disciplinary action for conduct which occurs: (a) on the school grounds during or immediately before/after school hours; (b) on the school grounds at any other time; (c) off the school grounds at a school activity, function or event; (d) en route to and from school or school activity.

Authority to take disciplinary action also extends to any off-campus non-school related actions by students which have a direct and immediate impact on school discipline, the educational function of the school or the welfare of the students and staff. A student who has been formally charged with violation of criminal law, whether or not the case has been adjudicated, and whose presence on school property may endanger the welfare and/or safety of other students or staff, or whose presence may cause substantial disruption at school is subject to disciplinary action. Off campus, non-school related misconduct may be considered as a sufficient basis for suspension, expulsion, or exclusion from school. Other appropriate disciplinary action including, but not limited to, in-school suspension and assignment to an alternative educational program or site may be taken.

If a student has any problem, complaint, grievance, sexual harassment charge, etc., he/she needs to report the incident to the administration. Local board policy(s) will be followed. Any incident that involves sexual harassment will not be tolerated.

A new student attempting to enroll at Vidalia High School may be denied admission if they fit any of the following criteria:

1. Has committed a felony (may or may not have been adjudicated by the courts); the student does have the right to demand a hearing before the disciplinary tribunal *OCGA Section 20-2-768.
2. Has been permanently expelled from another school system or owes another school system ISS/OSS time
3. Has been permanently expelled from another Alternative school.
4. Or any other action that the administration deems refusal of admission; the student does have the right to demand a hearing before a disciplinary tribunal.

Honor Code

Students attending Vidalia High School are expected to conduct themselves honorably in pursuit of their education. Cheating, plagiarism, and fraud violate ethical codes of conduct and will not be accepted at Vidalia High School. The Honor Code expressly forbids academic violations. Students who commit themselves to upholding the Honor Code will be instilled with a sense of integrity and personal achievement that will last beyond their high school years.

Responsibilities

Students will...

- exercise academic honesty in all aspects of their work
- prepare sufficiently for all types of assessments
- seek extra help from teachers
- avoid engaging in cheating, plagiarizing, and lying
- use sources in prescribed manner
- report any violations of the Honor Code

Teachers will...

- develop, model, and sustain ethical practices within the classroom setting
- report violations to counselors and administrators
- confer with those who violate the Honor Code
- contact the student's parent or guardian regarding a violation
- record a failing grade for the assignment

Parents will...

- discuss the Honor Code with their child to ensure understanding
- encourage their child to maintain high standards with regard to integrity, honesty, and personal responsibility
- support faculty and administration in enforcing the Honor Code

Administrators will...

- ensure that all faculty, students, and parents receive the Honor Code
- help contribute to school- wide environment that encourages adherence to the Honor Code
- require teachers to enforce the Honor Code
- maintain accurate records of the Honor Code violations
- ensure that the Honor Code is being applied consistently throughout the school

Pledge

Simply stated, Vidalia High School students pledge to uphold the values of academic integrity with each submission of student work.

“I pledge that the work I submit is my own work. I have neither given nor received any unauthorized aid or unfair advantage.”

Student Signature _____ Date _____

Parent Signature _____ Date _____

Medical

Dispensing of Medication

At the written request of the parent/guardian, the school nurse or staff may administer medication in accordance with the following procedures:

- The parent/legal guardian must complete the required “Medication Authorization Form” when medication must be administered during the school day. For prescription medication, a physician must sign the form. The form can be obtained from your school nurse when the medication is delivered to the school. The completed form MUST accompany all medication. Any changes in medication or the dosage will require a new authorization form.
- All medications administered at school must be in the original container and given to the school nurse or office personnel ONLY. Students may not have medication in their possession, except with a physician’s written request/order. Under no circumstances should medication be shown or shared with other students. Aspirin products must also have a physician signature prior to administration.
- Unused medication should be obtained from the school nurse within one week after medication is discontinued; otherwise the school nurse will dispose of the medication.
- A daily record will be kept on all prescribed and non-prescribed medication. This record will include the student’s name, date/time, medication administered, and signature of supervising personnel.
- The nurse can only give medication at prescribed times. Any changes must be in writing.

Student Illness

Sick students who are considered contagious must not be sent to school. If your child has a fever of 100.4 degrees or higher, please do not send the child to school. A child must be free of fever without medication for 24 hours to be able to return to school. When a student becomes ill at school, the parent must make arrangements to pick up the student IMMEDIATELY.

Student Injuries

If your child sustains an injury at school and it is reported to the school nurse, the following procedures will be followed:

- Minor injuries, scrapes, and cuts will be treated. Parents will be called as deemed necessary.
- In cases of more serious injury, parents will be notified. If unavailable, the emergency contact will be notified. If neither of these persons can be reached, the child will either be transported to the hospital emergency room or an ambulance will be called depending on the circumstance and the school’s assessment of the situation.

The function of the school in relation to sudden illness and accident is one of emergency handling of these situations. School personnel shall act promptly and intelligently in emergencies for the saving of life, the prevention of further injury, and the alleviation of pain. As soon as possible, the parent or guardian shall be notified. The school is not responsible for subsequent treatment. All records of accidents occurring at school will be kept on file.

Communicable Diseases/Health Concerns

Because schools bring large numbers of children into close daily contact they serve as a focal point for the transmission of all kinds of communicable diseases. Some of the most common diseases/health concerns would include the common cold, influenza, chicken pox, head lice and measles.

Control of these illnesses depends to a great extent on observant caring parents and teachers. However, some communicable diseases require a trained eye and special treatment as well as

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monitoring by a physician in order for one to regain good health. If a student becomes ill during school hours, the nurse will contact the parent or guardian to pick up the student. If a parent cannot be contacted, an emergency number provided will be called. If no contact can be made, the student will be kept in the office until contact can be made or until dismissal time.

When a child has symptoms of a communicable disease, such as obvious rashes or sores, nausea, high fever or similar symptoms, the parent or guardian of the child will be contacted and required to take their child home. In cases concerning head lice, a child will not be readmitted to school until first bringing some form of proof of treatment, such as a shampoo box top and a note from the Health Department, school nurse, or a physician. In addition, proof of a second treatment will be required in ten days and the child will be rechecked by the nurse. Failure to provide proof or complete follow up, (i.e. nits/head lice found in hair) will result in the child not being allowed to return to school.

The Vidalia City Schools are concerned with your child's well being intellectually, emotionally and physically. For this reason, we solicit your good judgment in keeping your child home when they are not well and seek a cooperative spirit in helping them return to school when they regain good health.

Library Media Center

Reading is a foundational literacy skill and is at the heart of the library environment. The Vidalia High School Library Media Center is committed to providing equitable access to resources in all formats for students and staff to connect, wonder, investigate, construct, express, and reflect as they grow and develop their personal and professional selves.

Policies and Procedures

- The LMC is open Monday-Friday from 7:30-3:30.
- Respect for fellow students should be evident in the LMC.
- Students coming from class must have a white hall pass signed by their teacher.
- Please finish all food and drinks before entering the LMC.
- Students may visit the LMC during their lunch time for the following reasons:
 - Check out a book & read
 - Play a quiet game (Uno, checkers, Mancala, Connect 4, and Jenga)
 - Relax with a puzzle or coloring book (high school appropriate)
 - Use a desktop computer for schoolwork, research, or printing
 - Work on a project
- Students can use their lunch number or provide their first & last name to check out books and resources.
- Books may be checked out three at a time for two weeks. At the end of two weeks, books should be returned or renewed.
- All materials must be returned by the end of the school year.

Lost or Damaged Books

Students are expected to return books in the same condition as received. If books are lost or damaged, students will be responsible for the cost of replacing the book.

Technology Policies

- Desktop computers in the LMC are available for completing school work, conducting personal research, and for printing. (Please ask permission before printing.)

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- Be sure to follow the Internet Access guidelines listed below. There should be no downloading, installing or uninstalling shall take place in the LMC. Failure to follow these requests could result in loss of LMC privileges.

Project Supplies

The LMC has a modest collection of project supplies for student use. Students may use crayons, markers, the die cut machine, poster board, and a variety of paper types and colors with permission from the LMC staff.

Internet Access

The Internet is available in the school to be used by all students and staff. It is the school's intent that the Internet be used strictly for instructional purposes. In order for students to be allowed use of the school's Internet, the parental permission portion of the Parent/Guardian Permission related to Internet usage must be completed and returned. **Failure to follow guidelines may result in disciplinary actions as outlined in the Student Code of Conduct.**

According to Vidalia City Schools Policy IFBGA, the following guidelines have been approved:

1. Transmission of copyrighted material, material which is obscene, or material which is protected by trade secret is strictly prohibited.
2. Inappropriate use will result in cancellation of the privilege of using the Internet.
3. Use of profanity and other inappropriate language is prohibited.
4. Electronic mail (e-mail) and telecommunication are not to be utilized to share confidential information about students or other employees.
5. Electronic mail (e-mail) is not private, and inappropriate or illegal messages will be reported to the authorities.
6. Use of the network in such a way that use of the network by others is disrupted is prohibited.
7. All communications and information accessible via the network should be assumed to be subject to copyright laws.
8. Users are never to use other individual's accounts. Any user identified as a security risk or having a history of problems with other computer systems may be denied access to the network/internet.
9. Vandalism will result in revocation of access and disciplinary action. Vandalism is defined as a malicious attempt to harm or destroy equipment or data of another user, the Internet, or any other networks. This includes, but is not limited to, the uploading or creation of computer viruses.
10. No student may install, upload, or download software without the express consent of the system administrator. Users and their parents or guardians specifically agree to indemnify the Vidalia City School District and the administrators for any losses, costs, or damages, including reasonable attorney's fees incurred by the District relating to, or arising out of any breach of the regulations by the user.
11. Electronic mail transmission and other use of the electronic communication system by students and employees shall not be considered confidential and may be monitored at any time by the system administrator to ensure appropriate use for education or administrative purposes.
12. Parental permission form must be signed in order for student to have access to the Internet. If there is no form on file, the student will automatically be denied the privilege of having Internet access.

Vidalia High School Cafeteria Program 2022-2023

We welcome your child to the School Nutrition Program in the Vidalia City School System. Our food service program is self-supporting, meaning we operate from monies received through payments for meals by students and staff as well as reimbursements from USDA programs. All schools offer at least two lunch choices daily. All meals are planned for children and selections are based on the food children prefer. New foods are introduced occasionally in order to expose children to different tastes. Current monthly menus are sent home with students and posted on the system website.

All menus must meet the U.S. Department of Agriculture requirements and guidelines. Our meals also meet the new meal guideline requirements set forth by USDA.

VHS will go back to accepting Free & Reduced Applications for 2022-2023.

Advisors will hand out an application, please complete it as soon as possible and have your student return it to his/her advisor. If you don't receive a letter from our School Nutrition Department confirming your child's Free & Reduced status by September 19, 2022, please contact us at 912-537-9738. All paid or reduced students that don't fill out an application will rollover to paid on September 19th 2022.

Charges at Vidalia High School

- No child will leave our lunchroom hungry if they choose to pick up a plate. They are required to pick up 3 meal components out of 5 meal components.
- Buying Extras:
 - Student must pick up a lunch and have cash or money on their account or have cash. No student with a negative balance will be allowed to purchase extras
 - No extras will be sold to any student without picking up a Free, Reduced, or Paid lunch. Students are allowed to purchase one each of the extra item, like tea, lemonade, chips, bottled water per visit to cash register.
- Paid students will have a negative limit of \$10.00 on their account. After their negative limit of \$10.00 is met, they will be offered an alternative breakfast of cheese toast and a lunch of peanut butter or cheese sandwich with fresh vegetables, fruits and choice of milk flavors until their balance is paid. You can check your child's balance and put money on the account at www.k12parentcenter.com
- Please check balances on your children. Our staff hates to give alternative meals. We have no alternative but to do this. You will be charged reduced price or paid price for each alternative meal according their status.
- you can check your child's account balance and put money on their account at
- Lunch applications are available on www.lunchapplication.com from June until July all year long for VHS students.

If you have questions, call 912-293-9738 at the Vidalia Board of Education.

Student prices Paid		Teachers	
Paid Breakfast	\$1.50	Breakfast	\$2.00
Reduced Breakfast	\$0.30		
Paid Lunch	\$2.50	Lunch	\$3.75
Reduced Lunch	\$0.40		

Guidance, Counseling, and Testing Activities

Guidance Department

The school guidance program is a comprehensive, developmental education program which is responsible for assisting the individual development of all students. There are eight areas of human growth and development for which the guidance program is responsible. They are 1) self-understanding, 2) expressing ideas, 3) interpersonal skills, 4) gathering and using information, 5) individual rights and responsibilities, 6) values and decision-making, 7) achieving employability skills, and 8) problem-solving.

Enrollment Requirements

In order to enter Vidalia High School, students must reside with their parents or legal guardian. In addition, the student must have been in attendance at an established secondary school within the preceding five (5) days of entry (to enter during a semester). Students not living with a parent or guardian may be allowed to enter upon investigation by a committee appointed by the Superintendent. Students must be in "good standing" from a discipline standpoint in their previous school in order to enter VCHS.

Students who reside outside the jurisdiction of the Vidalia City School System must complete an application to attend Vidalia High School. A tuition fee must be paid where applicable. Additional information regarding out of city students may be obtained from the principal or superintendent's office. Certain other information regarding school admission that deals with grades, attendance, previous school accreditation and discipline must also be met. Board policies JBC (1) and JBC (2) will be followed. More information may be obtained from the principal's office or guidance office.

Proof of Residency

This must be provided at the time of registration. Examples of proof of residency include: current lease, property tax notice, homeowner's insurance bill, mortgage statement, current vehicle registration form, letter from shelter, letter from employer if employer provides housing, any utility bill listing the residence as the service address, current Peachcare eligibility documents for the child. A cell phone bill or a driver's license is **not** acceptable proof of residency. If a student's family is living with someone else, parents should provide a notarized affidavit from the property owner stating where the child's family is residing, plus a copy of the property owner's proof of residency.

The district reserves the right to not accept all students in the same household, if the students are out of district and do not meet the requirements for enrollment.

Withdrawal From School

A student wishing to withdraw from Vidalia High School must obtain a withdrawal form from the Guidance Office at least 24 hours prior to that student's departure. Current grades, library and homeroom information must be completed. Appropriate signatures must be on the form in order for official transcripts to be forwarded to the student's new school.

Any student voluntarily withdrawing from school may not be allowed to re-enter until the corresponding semester unless re-entering is approved by the Board of Education.

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Grading System

Grades will be issued accordingly:

90-105	A
80 - 89	B
70 - 79	C
Below 70	F
Incomplete	I

Report Card

Mid term report cards are issued each nine weeks. Progress reports will be sent home approximately four and a half weeks into each semester. Report cards are issued at the end of each semester.

Final Exams: Make-Up Tests

A student who missed taking a final exam needs to contact the principal for approval to make up the final exam. The principal may use his discretion based upon knowledge of the student by teacher input and/or his personal knowledge of the situation in determining excuses for examinations. Excuses from the proper authorities may be required and parental contact may be made to determine the legitimacy of the student's request to make up a test.

If the decision is made for a student to make up a test, it will be the student's responsibility to make up the test/exam at the convenience of the teacher. Once the student contacts the teacher, the teacher may set the test/exam time. The test/exam will be made up within one week of the regular school exam time, or a zero will be given for the exam. A twenty-four hour minimum will be followed, unless agreed upon by both parties. Exceptions to this rule will be allowed in the case of an extended hospital stay or other extenuating circumstances which would prevent the student from coming to school to make up the test/exam.

If a student has prior knowledge of missing a scheduled final exam, the absence must be approved by the principal.

Retests will not be considered once an exam has been taken.

The principal reserves the right to make a decision on what is in the best interest of VHS. Any appeal of the principal's decision may be made to the superintendent within 24 hours of receiving that decision.

The weight of all final exams will be averaged as 20% of the student's final semester grade.

Challenging A Course Grade

Students who challenge a grade for a course must do so within 90 school days of when the grade was earned or the challenge **will not** be addressed.

Satisfactory Academic Progress

Students need the following number of credits to be promoted to the next grade:

5 credits for 10th grade

11 credits for 11th grade

17 credits for 12th grade

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Senior Exam Policies

Seniors may exempt **one** final 1st semester if they meet the following criteria:

1. Have an 80 or above average in that particular class that semester.
2. Have not missed more than 3 days or 5 tardies in that particular class during the semester.
3. **Have not received ISS or OSS in the first semester.**
4. **Students cannot exempt a Milestone.**

Seniors may be exempt from second semester finals (as many as apply) if they meet the following criteria:

1. Have an 80 or above average in that particular class the second semester.
2. Have not missed more than 3 days or 5 tardies in that particular class during the second semester.
3. **Have not received ISS or OSS second semester.**
4. **Students cannot exempt a Milestone.**

Graduating seniors whose final exam resulted in their final grade dropping below a 70 must make an appeal to the principal stating why they wish to retake a final exam. Only valid excuses will be considered and the principal reserves the right to make decisions on what is a valid excuse or to request written notes from the proper source. This appeal must be made within three days of taking the original final exam. After compiling and reviewing the information, the principal will make a decision on whether the student is eligible to retake a final exam.

Should a student disagree with the principal's decision, he/she may appeal that decision to the superintendent within 24 hours of notification of the principal's decision. If a student disagrees with the decision of the superintendent, he/she may appeal to the Vidalia City Board of Education. This appeal must be made to the Board Chairperson within 24 hours of the student's receiving notification from the superintendent.

Underclassmen Exam Policies

Underclassmen may exempt **one** final per semester if they meet the following criteria:

1. Have an 80 or above average in that particular class that semester.
2. Have not missed more than 3 days or 5 tardies in that particular class during the semester.
3. **Have not received ISS or OSS in that particular semester.**
4. **Students cannot exempt a Milestone.**

Testing Programs

The Guidance Department of Vidalia High School administers a variety of tests to measure student aptitude. The state of Georgia requires high school students to participate in the EOC Milestones. The school also offers students the opportunity to take the Preliminary Scholastic Achievement Test (PSAT) and the Armed Services Vocational Aptitude Battery (ASVAB).

The Milestone EOC exams are criterion-referenced tests, aligned with the Georgia Standards of Excellence. Each test consists of multiple-choice questions and some tests include constructed response items. The Milestone EOC exams are to assess student achievement on state standards in the core academic classes and to provide diagnostic data in support of improved student achievement. The tests are administered in four areas: American Literature/Composition, Algebra I, Biology, and U.S. History. Any student enrolled in a course that requires the Milestone EOC exam must complete the exam to receive credit for the class. The mandatory Milestone EOC exam is the final exam for the course and will count 20% of the course grade. Any student who fails to take the Milestone EOC exam will not receive credit for the course.

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The PSAT is similar to the Scholastic Achievement Test (SAT) in that it prepares the individual student for taking a multiple-choice test which measures verbal, mathematical and writing ability. Results on the PSAT make students eligible for Merit Scholarships. This exam is usually offered in the fall semester at Vidalia High School.

The ASVAB is approximately a three-hour exam which features 10 subtests. As the title indicates, this particular exam is a vocational aptitude test designed to measure the examinee's ability in a variety of vocational categories. This exam is administered by the four branches of the armed services.

Testing Out Option

Criteria to consider for subject area competency "Testing Out" to receive credit for courses using the Milestone EOC exam:

1. Letter of recommendation from previous core teacher or available core teacher who can verify the student's academic performance in the core area being tested
2. Must have an 80/B or above cumulative average in the core area being tested
3. Must not have been or cannot currently be enrolled in a higher level course in the same core area being tested
4. Written permission from a parent to include an agreement to pay the \$50.00 fee if the student does not score at the "DISTINGUISHED" level on the test.
5. If the student does not score at the "DISTINGUISHED" level he/she must enroll in the core class the next semester that it is offered and retake the EOC at the end of the course.
6. Attendance in the prerequisite core area must be 80% or above and the student must have met the system attendance requirements for the previous year to ensure that the minimum requirements for awarding unit credit were met
7. Must have a parent letter on file agreeing for the student to take the EOC course for a full unit of credit if the student scores at the "DISTINGUISHED" level and decides to take the course rather than accept the credit; the student must also take the EOC again upon the completion of the course
8. The student's final grade will be the grade level score on the EOC for which he/she "Tested Out" or if the student chooses to take the course it will be based on the grade earned in the class and the required 20% of the EOC.

Graduation Requirements 2023

Core Areas	Credits Required
I. English/Language Arts	4
II. Mathematics	4
III. Science	4
The fourth science unit may be used to meet both the science and elective requirement (see note).	
IV. Social Studies	4
V. CTAE and/or Modern Language and/or Fine Arts	3
VI. Health/Physical Education	1
VII. Electives	3
TOTAL UNITS (minimum)	23

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Notes:

- Students may choose from the following courses for the fourth science:
 - Food Science
 - Food for Life
 - Essentials of Health Care
 - Human Anatomy
 - AP Chemistry
 - AP Physics
 - Game Design
 - Approved Dual Enrollment Science
- Two years of the same Modern Language is not a requirement for graduation; however, four-year colleges in the University System of Georgia require two years of the same Modern Language for admission.

Graduation Ceremony

All students must satisfy state and local requirements in order to receive a high school diploma. Students meeting these requirements may participate in the graduation ceremonies. Other students who are enrolled in classes at post-secondary institutions during spring semester must be passing those classes in order to participate in graduation ceremonies. Only those classes needed to meet high school graduation requirements will be considered. The school counselors will contact the post-secondary institution on Monday prior to graduation to determine the status of each student to see if he/she is eligible to participate in the graduation ceremony.

Students who are in the Alternative School placed due to discipline, will not be allowed to participate or attend the graduation ceremony.

Vidalia High School's graduation is a dignified ceremony and attendance may be limited.

Dual Enrollment Policy

- Dual Enrollment students are enrolled in two schools at the same time.
- If you fail or withdraw from any course, it may affect your graduation status, extracurricular and/or athletic eligibility.
- If you receive a grade in a DE class, the grade will be on your high school transcript.
- You must notify your counselor prior to changing or withdrawing from any class.
- You are responsible for keeping up with all school events and activities. (Cap and gown order, pictures, registration, club meetings, voting for senior awards, etc.) Make sure you regularly check your Google Classroom Account and all school social media sites.
- If you are on campus, you are expected to follow the school rules and dress code. This applies to all DE classes on campus.
- Beginning summer 2020 several colleges will provide letter grades instead of numerical grades for each student. The conversion chart below will be used for these grades.
- Weighting Policy: 5 points will be added to the letter grade for degree level academic CORE courses (English, Math, Science, Social Studies & Modern Language).
 - Any elective course (including academic electives like PSYC 1101) will **not** receive any extra points and will only use the conversion chart below.
 - The conversion chart and the awarding of weight for core classes will be used for all colleges that provide letter grades to VHS.

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- If a college sends the numerical grade, we will honor the grade sent and add the additional 5 points for the appropriate classes.

Dual Enrollment	Grade Conversion Chart for Letter Grades:
Grade at College	Grade at High School
A	95
B	85
C	75
D	65 (core classes only will receive 5 points, making grade a 70)
F	60

Early Graduation:

Early graduates must complete a withdrawal form and file it with the Guidance Office. Early graduates are not to come back on campus for any reason without the permission of the administration. Early graduates are responsible for finding out information about graduation exercises, etc. from the Guidance Office. Early graduates are not eligible to participate in extracurricular activities.

Honor Graduates

A student shall be considered an honor graduate if he/she has a cumulative academic average of ninety (90) or above. Eighty-nine (89) and a major fraction will not be considered. **Valedictorian, Salutatorian, and honor graduate status will be determined on academic curricular classes only. Academic curricular areas include English, Mathematics, Science, Social Studies and Foreign Language.**

Upon final grades being stored the top 6 students will be identified to participate in the graduation program. These students will participate in the graduation program. The top student will give the valedictory address, the second rank will present the salutatory address, and the remaining three students will have speaking parts in the other portions of the program. Students presenting a speech during graduation must have been in attendance at Vidalia High School for their junior and senior years.

- **Honor Graduate with Distinction** – 90.0 or above cumulative academic average with at least 8 classes at the Honors, AP, or DE level. All speaking parts at graduation will come from Honors with Distinction.
- **Honor Graduate** – 90.0 or above cumulative academic average

For more information or clarification, contact the Guidance Office.

Junior Honor Guard

Junior Honor Guard members are the twelve juniors with the highest cumulative academic average in their class at the end of the first semester of their junior year. These students must be on track to graduate with distinction, and must have at least 5 honors, AP, or DE classes at the conclusion of their first semester of their Junior year. The Junior Honor Guard will participate in the graduation ceremony.

Sophomore Ambassadors

Sophomore Ambassador members are the eight sophomores with the highest cumulative academic average in their class at the end of the first semester of their sophomore year. These

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students must be on track to graduate with distinction, and must have at least 3 honors, AP, or DE classes at the conclusion of their first semester of their Sophomore year. Sophomore Ambassadors will participate in the graduation ceremony.

Honors Program

The Honors Program in Vidalia City Schools is specifically designed for our most academically capable students. This rigorous program is designed to provide these students an opportunity to acquire the content and skills necessary to exempt as much as one full year of college. Not all students are suited for this program. A select few will be chosen for the program upon examination of criteria established by the Vidalia City Schools. **For more information about the Honors Program, please contact the VHS Guidance Office.**

Honor Roll

In order to be named to the Vidalia High School *Arrow Honor Roll*, a student must earn a **90.0 or higher in each individual academic class**, which are English, mathematics, science, social studies and foreign language. To be named to the *Honor Roll*, a student must have earned an **academic average** of 90.0 or higher in academic classes as mentioned above.

Transcripts

First final transcripts of courses taken at Vidalia High School will be sent to requesting educational institutions free of charge. Individuals requesting additional transcripts shall be charged a fee of **\$3.00 per transcript**.

HOPE Scholarship

The HOPE Scholarship is a merit-based award available to Georgia residents who have demonstrated academic achievement. A Hope Scholarship recipient must graduate from high school with a minimum academic 3.0 grade point average as well as meet the academic rigor requirement. Students must maintain a minimum 3.0 cumulative postsecondary grade point average to remain eligible for the scholarship. The scholarship provides tuition assistance to students pursuing an undergraduate degree at a HOPE Scholarship eligible college or university in Georgia.

See "GAfutures" for more information: <https://www.gafutures.org/>.

Scholarships

Numerous scholarships are available to graduating seniors through the generosity of various civic and professional organizations of the Vidalia community. The announcement of scholarship winners is a major part of the annual Senior Awards Night Program. A listing of scholarships and deadlines for submission are available from the Guidance Office.

New students enrolling at Vidalia High School for the first time must be enrolled on a **continuous** basis for a minimum of two years and must include the eleventh and twelfth grade to be considered for any local scholarship. Students not meeting these criteria will not be eligible for any local scholarships.

Governor's Honor Program

This program is sponsored by the State Department of Education in the areas of academics, fine arts, and vocational education. Students are nominated by the faculty in each area based upon the student's high interest and aptitude in a chosen area, PSAT scores, good health, and a commitment to participate for the entire summer in the residence program.

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Georgia Scholar

The recipients of this academic distinction come from the graduating senior class of a public high school. The student shall have exhibited excellence in all phases of school life, community activities and home life.

Those students selected must also meet the following criteria:

1. A minimum score of 1360 on the SAT and/or 31 on the ACT in a single administration.
2. 23 Carnegie units earned, including three units in science (one unit in chemistry or physics), four units in math (one unit of Algebra II), three units in social studies (economics and citizenship, world history, and U.S. studies), four units in language arts and two units of a foreign language.
3. Appointed by school officials or elected to positions of leadership in a minimum of two different activities sponsored by the school.
4. Throughout grades 9-12, the student has maintained a grade point average of 3.75 on a 4.0 scale or ranks in the upper 10 percent of their graduating class.
5. Participation in three interscholastic events or has achieved significant recognition in interscholastic events.
6. Held a leadership role in at least two extracurricular activities sponsored by the school.
7. The student is registered to vote if he/she is 18 years of age or older.
8. The student shows evidence of self-esteem and concern for others in day-to-day activities.

STAR Student and STAR Teacher Program

The senior with the highest SAT score who is in the top 10% of the class or among the top 10 students numerically will be named STAR student. The SAT score must be from one test administration and be taken by the November test date. The STAR student will choose the STAR teacher.

Georgia Virtual School

The Georgia Virtual School is a program of the Georgia Department of Education's Office of Technology Services. The program operates in partnership with schools and parents to offer middle school and high school level courses across the state. Georgia Virtual School provides a teacher led, virtual classroom environment. Students at Vidalia High School are permitted to pursue opportunities at Georgia Virtual School, with the understanding that courses they choose to take are a part of their schedule and the grade they receive goes on the VHS transcript. If a student takes a Georgia Virtual class and fails it or withdraws from it, they will not be permitted to take another GVS course.

*Students who are virtual due to COVID will not be allowed to participate in any extracurricular activities on or off campus.

VIDALIA CITY SCHOOLS SPECIAL PROGRAMS

Child Find

The purpose of Child Find is to identify, locate, and evaluate children and youth, birth to age 21, who are suspected of, or have a disability or developmental delay, in order to provide free and appropriate Special Education services. Vidalia City Schools offer comprehensive special education services to eligible students ages three through 21 years of age. Parents of students, who suspect their child may have a disability, should contact the teacher, principal, or the SST/RTI Specialist. All referrals are considered confidential, and services are provided at no cost. The parent, legal guardian, or surrogate parent retains the right to refuse services and are provided

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other procedural safeguards under federal and state law. Public school services include screening in areas of suspected disabilities, such as vision, hearing, autism, motor skills, speech, language, and general development. Evaluations in the schools are provided for 26 areas of suspected disabilities, including learning disabilities, speech and language development, orthopedic impairments, vision or hearing problems, intellectual disabilities, emotional behavior disorders, autism spectrum disorders, health impairments, traumatic brain injuries, and significant developmental delay. For more information concerning eligibility and referral procedures, contact Katrina Blount-Woodard, Director of Student Services at (912) 537-3008 x2010 or kbwoodard@vidalia-city.k12.ga.us.

Hospital-Homebound Instruction

Students who will be absent from school for ten (10) consecutive days, per doctor's excuse, may participate in the Hospital-Homebound Instruction Program. The Guidance Office/Administrator should be contacted in order to make arrangements. In order to receive a grade, work must be satisfactorily completed as deemed by the individual teacher.

Section 504 Rights and Procedural Safeguards

Notice of Rights of Students and Parents Under Section 504 of the Rehabilitation Act of 1973, commonly referred to as "Section 504," is a nondiscrimination statute enacted by the United States Congress. The purpose of Section 504 is to prohibit discrimination and to assure that disabled students have educational opportunities and benefits equal to those provided to non-disabled students. For more information regarding Section 504, or if you have questions or need additional assistance, please contact Katrina Blount-Woodard, Director of Student Services at (912) 537-3008 x2010 or kbwoodard@vidalia-city.k12.ga.us.

Gifted Education Program

According to definition, a gifted student is one "who demonstrates a high degree of intellectual and/or creative abilities, or excels in specific academic fields and who needs special instruction and/or special ancillary services to achieve at levels commensurate with his/her abilities." Therefore, competencies in the areas of cognitive skills, learning skills, research and reference skills, communication skills and metacognitive skills are extended through gifted education programs beyond what is experienced in the regular classroom. The Vidalia City Schools' Gifted Education Program was developed under the standards and guidelines provided by the state of Georgia. For more information contact Katrina Blount-Woodard, Director of Student Services at (912) 537-3008 x2010 or kbwoodard@vidalia-city.k12.ga.us.

Staff/Teacher Information

Staff Qualifications/Right to Know

In compliance with the requirements of the Every Student Succeeds Act, the Vidalia City School System would like to inform you that you may request information about the professional qualifications of your student's teacher(s) and/or paraprofessional(s). The following information may be requested:

- Whether the student's teacher:
 - has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;
 - is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived; and
 - is teaching in the field of discipline of the certification of the teacher.
- Whether the child is provided services by paraprofessionals and, if so, their qualifications. If you wish to request this information concerning your child's teacher's and/or

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paraprofessional's qualifications, please contact the principal at each school or Tammy McFadden at (912) 537-3008 x2011.

Parent Teacher Communication

Parents may request a conference with their child's teacher by emailing, writing a note to the teacher or calling the school to make an appointment.

Federal Programs

Title I, Part A:

Title I is a part of the new ESSA (Every Student Succeeds Act) that came into effect July 1, 2017. It provides federal funds through the Georgia Department of Education to local educational agencies (LEAs) and public schools with a certain percentage of children of poverty to ensure all children have the means to meet rigor in State academic content and student academic achievement standards.

Title I, Part C:

The Migrant Education Program (MEP) is a federally funded program designed to support comprehensive educational programs for migrant children to help reduce the educational disruption and other problems that result from repeated moves. Vidalia City Schools is part of a consortium.

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Title I, Part D

The purpose of Title I, Part D is to improve educational services for children and youth in local and State institutions for neglected or delinquent children and youth to insure these children have the same opportunities to be successful in meeting the state academic achievement as all other students.

Title V, Part B:

The Rural Education Achievement Program (REAP) is designed to assist rural school districts in using federal resources effectively to improve the quality of instruction and student academic achievement.

Title X, Part C

The McKinney-Vento Education for Homeless Children and Youth program is designed to address the problems that homeless children and youth have faced in enrolling, attending, and succeeding in school. Under this program, State educational agencies must ensure that each homeless child and youth has equal access to the same free, appropriate public education, including a public preschool education, as other children and youth.

Family & Community Engagement Program

This program ensures the six structures of Family & Community engagement (Welcoming All, Communicating Effectively, Supporting Student Success, Empowering Families, Sharing Leadership and Collaborating with the Community) are in place to develop quality links between school professionals and the parents and community we serve.

Wellness Policy

The wellness policy requirement was established by the Child Nutrition and Special Supplemental Nutrition Program act and has been strengthened by the Healthy, Hungry-Free Kids Act of 2010

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(HHFKA). It requires each LEA participating in the National School Lunch Program and/or School Breakfast Program to develop a wellness policy for students and staff within its district.

Right to Know Notification

Right to Know Professional Qualifications of Teachers and Paraprofessionals Vidalia City School System

Date: **August 4, 2022**

Dear Parents,

In compliance with the requirements of the Every Student Succeeds Act, the **Vidalia City School System** would like to inform you that you may request information about the professional qualifications of your student's teacher(s) and/ or paraprofessional(s). The following information may be requested:

- Whether the student's teacher—
 - has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;
 - is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived; and
 - is teaching in the field of discipline of the certification of the teacher.
- Whether the child is provided services by paraprofessionals and, if so, their qualifications.

If you wish to request information concerning your child's teacher's and/ or paraprofessional's qualifications, please contact the principal at each school or the Federal Programs Director, **Tammy McFadden at 912-537-3088 x 2011.**

Work-Based Learning (WBL) Program

The WBL program connects classroom learning with real workplace interactions. WBL serves as the first-hand opportunity for high school students to use the knowledge learned during the 3-courses of a chosen career pathway and complete the duties, tasks, and job responsibilities as a productive member of the workforce.

In order to enroll in WBL, a student must meet the following requirements:

1. Complete a WBL Application
2. Be a Junior or Senior
3. Complete a 3-Course Career Pathway
4. Gain approval from Administration (Discipline/Attendance Record)
5. Gain approval from Guidance Counselor (on track for graduation)

Once a student has met the enrollment requirements, he/she must complete the following:

1. Submit Required Documents (Training Plan and Training Agreement)
2. Maintain acceptable Discipline/Attendance/Grades Records)
3. Work at least 10 hours per week (1 block) or 15 hours per week (2 blocks) hours per week
4. Work at an approved worksite (Tax ID # required-approved by WBL Coordinator)
5. Attend WBL monthly meetings
6. Submit monthly assignments (Time Cards, Assignments, and Worksite Pictures)
7. Participate in onsite evaluations
8. Optional: Participate in a CTSO

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There are four different WBL categories:

1. Cooperative Education (Co-op) - A student works and completes job tasks that relate to a CTAE Career Pathway he or she is CURRENTLY enrolled (ex. works at a salon-enrolled in Cosmetology, works at a restaurant-enrolled in Family & Consumer Science)
2. Internship- A student has successfully completed a CTAE Career Pathway and is working at a job that connects classroom learning and job tasks.
3. Employability Skills Development (ESD) - Student participation in ESD are limited to 25% and a student may only be classified as ESD for one semester. ESD students work in a job that does not relate to the classroom learning.
4. Youth Apprenticeship Program (YAP) - YAP is considered to be the most prestigious of all WBL categories. Similar to Internships, YAP students connect classroom learning with job tasks. In addition to completing a 3-course career pathway, YAP students must earn an industry recognized credential and work at least 720 hours in a related career. The YAP Coordinator is primarily responsible for supervision while the student is still in high school as well as maintaining contact after graduation in order to document the conditions of completion. YAP students must have a very specific and well-defined career interest that can be explored in the local community.

Teaching as a Profession (TAP) Program

Teaching as a Profession is a career pathway for high school students wishing to enter the field of education. Students select a school (J. D. Dickerson, S. D. Meadows, or J. R. Trippe), a subject, and a mentor teacher of their choice. Students will participate in an off-campus field experience under the direct supervision of a certified teacher (mentor teacher) during their TAP block. During the TAP block, students will have the opportunity to observe highly qualified teachers, assist with classroom development, and acquire personal traits for becoming a successful teacher. TAP students will complete monthly activities including assignments, journals, and classroom pictures with their mentor. The TAP Coordinator will complete monthly observations throughout the semester for all TAP students.

In order to enroll in the TAP program, students must:

1. Gain approval from Administration and Guidance Office
2. Complete the TAP Application
3. Submit required documentation

Harassment

It is the policy of this School District to prohibit any act of harassment of students by other students or employees based upon race, color, national origin, sex, or disability at all times and during all occasions while at school, in the workplace or at any school event or activity. Any such act by a student or employee shall result in prompt and appropriate discipline, including possible termination of employment or suspension or expulsion of the student.

Sexual harassment may include conduct or speech which entails unwelcome sexual advances, requests for sexual favors, taunts, threats, comments of a vulgar or demeaning nature, demands or physical contact which creates a hostile environment. There may be other speech or conduct which employees or students experience as inappropriate or illegal harassment which should also be reported; harassment can take many forms and it is not possible to itemize every aspect of the harassment forbidden by this policy.

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Any student, parent, employee, or other individual who believes that a student has been subjected to harassment or discrimination by other students or employees of the School District as prohibited by this policy should promptly report the same to the principal of their school or to the appropriate coordinator designated in policy JAA, who will implement the board's discriminatory complaints procedures as specified in that policy. Students may also report harassment or discrimination to their school counselor or any administrator. Students and employees will not be subjected to retaliation for reporting such harassment or discrimination. If at any point in the investigation of reported sexual harassment of a student, the coordinator or designee determines that the reported harassment should more properly be termed abuse, the reported incident or situation shall be referred pursuant to the established protocol for child abuse investigation.

It is the duty of all employees to promptly report harassment forbidden by this policy. All supervisors will instruct their subordinates as to the content of this policy and, through appropriate professional learning activities, enlighten employees as to the varied forms or expression of prohibited harassment. The principals of all schools shall ensure that students and parents are informed through student handbooks and verbally that such harassment is strictly forbidden, how it is to be reported and the consequences for violating this policy.

Athletics and Extracurricular Activities

A student is **eligible to participate** in any high school athletic/extracurricular activity if that student has **passed three blocks the semester preceding the participation**. Furthermore, the **student must be "on track" to graduate in order to participate**. That is, he/she must have earned a sufficient number of units to be promoted to another grade within the course of the year. **Fifth year seniors are not eligible to participate in any athletic/extracurricular activity.**

Further clarification of the "No Pass/Participate" ruling shall be provided by the athletic director or the principal.

Any student eligible to participate must be in attendance one-half of the school day and on the day of said activity - (medical appointments excluded).

Students who are suspended from Vidalia High School will not be allowed to participate in athletic/extracurricular activities that take place during or after school hours. The suspension from said activities will coincide with the out-of-school suspension.

Any student participating in any event is expected to conduct himself/herself properly and in accordance with school policy and expectations. Any violation will result in disciplinary action. A coach/sponsor may suspend a member of an athletic team or extracurricular activity for breaking training rules, practice rules, or other requirements of the organization.

Any student apprehended for violating or attempting to violate Federal or State law or local ordinances which result in arrest, fine or incarceration will be suspended from participating in athletics or extracurricular activities. Examples are breaking and entering, theft, possession, selling or using controlled substances, drunkenness, shoplifting, DUI, etc. Traffic tickets will be exempt except for repeated offenders.

ATHLETIC INSURANCE: Any student participating in sports must have his/her own insurance. **VHS will no longer pay athletic insurance.** The student's guardian must sign a waiver acknowledging

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that neither VHS nor the Vidalia Board of Education are liable for athletic injuries.

DRUG SCREENING PROGRAM

We believe that the use and abuse of drugs and alcohol can be detrimental to the physical, emotional, and mental health of our students. Also, the use and abuse of drugs and alcohol seriously interferes with the performance of student athletes and teenage drivers, which can pose a danger to the students as well as others. Because of these concerns, the school system has adopted the following goals and procedures for student athletes and parking permit holders.

Goals of the VHS Screening Program

- Give students another opportunity to stay away from drugs and anyone who uses drugs.
- Produce student-athletes who serve as positive role models, influencing their peers to make healthy and responsible choices.
- Seek to encourage students to remain substance-free and establish appropriate habits at an early age.
- Deter the use of illegal drugs in our community.
- Develop a positive, working relationship with parents and guardians to make them aware of any student who may be using drugs and identify the drugs as well as provide referrals for counseling and treatment.

Drug Testing Procedures

1. At the beginning of the school year, students who are interested in participating in interscholastic athletics at any time during the year or would like to purchase a parking pass must sign a consent form which authorizes the school to administer drug testing and allows the results of the test to be released to parents/guardians, administrative officials, and the head coach of the athletic teams on which the student participates.

Note: A signed consent form is a requirement for participation in any GHSA governed inter-scholastic activity that requires an annual physical examination for participation. Parents and students do not have the option of not participating in the drug screen program.

2. The procedures for testing parking permit holders are the same as for student-athletes. **To park on campus, a student must complete a parking permit application. As a part of the application, students must sign that they agree to the following statement:**

I UNDERSTAND THAT AS A PARKING PERMIT HOLDER AT VIDALIA HIGH SCHOOL, I AM SUBJECT TO RANDOM DRUG SCREENING AS ADMINISTERED BY THE SCHOOL. I ALSO UNDERSTAND THAT PARKING ON CAMPUS IS A PRIVILEGE AND THAT IT MAY BE SUSPENDED OR WITHHELD FROM ME IF I DO NOT MEET THE REQUIREMENTS SET FORTH IN THE VHS DRUG SCREENING POLICY.

3. Random testing will take place monthly throughout the school year with students chosen through lottery/random selection.
4. Each month numbers will be generated from those in the pool and notify VHS administration of students to be tested. The substances that will be tested include: amphetamines, barbiturates, marijuana, cocaine, opiates, and propoxyphene.
5. Testing consists of providing a urine sample to the school nurse. A school administrator will supervise students, but will not administer the test. Privacy of the students and confidentiality of the test results will be protected. Specimens will be processed for identity and secured to ensure against tampering.
6. Test results will be reported to the school through the proper chain of command. All parents or guardians of students tested will be notified. In case of a positive result, the parent or guardian will be notified and a conference scheduled.
7. The student must fill out a form delineating any medication that she/he is currently taking.

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8. There will be one pool of student numbers from which the student numbers will be selected. The pool will consist of parking permit holders and student-athletes.
9. A student's refusal to test will be considered a positive test result.

What happens if someone tests positive?

1. If a positive reading is returned for a student, the parents or guardians and the student will be notified. The student-athlete will be suspended for 10% of the team's regular season contests beginning with the next scheduled game (this could be a playoff game(s) or a game in the following season; it does not include practice scrimmages). Additional consequences will be left to the discretion of the head coach who is in season at the time.
2. Students with parking permits will be suspended from driving to school for 18 consecutive school days (10% of the year) beginning with the next school day. The student-athlete may remain a part of the team and will be expected to participate in team practices or conditioning sessions.
3. The student and parents must provide evidence of enrollment in a drug-counseling program approved by the principal. The student must agree to another drug test within a timeframe recommended by the Toxicology Lab at the family's expense. The student will be subjected to up to three drug test over the next 12 months. If all tests come back negative, they return to the regular testing plan.

Second Positive

If a student has a second positive screen, the parents or guardians and the student will be notified. The student will be suspended from the team and/or driving privileges at the time of notification. A meeting will be scheduled with the parents or guardians, the student, the principal, the head coach, and the athletic director (as applicable) to arrange the following:

- a. Agree to participation in a drug treatment and counseling program on a regular basis for a minimum of four weeks. Parents or guardians are expected to participate in the program as well.
- b. Sign an agreement that releases Vidalia City School Board of Education from any liability for injury or illness resulting from drugs and /or treatment.
- c. May apply for reinstatement to the team and/or for driving privileges after a minimum of four (4) weeks if the following provisions are met: (a) provide a negative drug screen to school administration; (b) agree to continue with drug counseling; (c) agree to be subjected to future testing on demand at the student's expense; and (d) understand that the application for reinstatement may be denied. The principal, head coach, and athletic director will decide on reinstatement.

Third Positive

1. A third positive screen will result in suspension from all interscholastic athletics for one calendar year from the date of result. Parents or guardians and the student-athlete will be notified immediately. Continued counseling and treatment during the year of suspension is expected with periodic testing at family's expense. Reinstatement procedures will remain constant, meaning they will have to go through the reinstatement process outlined in the Second Positive.
2. A student who is both an athlete and a parking permit holder will lose both privileges during any time of suspension.

Clarifications and Explanations

1. In the event the student-athlete believes this policy has not been applied to him/her in a manner consistent with the intent, the parents or guardians may appeal the decision to the

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principal of their school within 72 hours of a positive test result, and the principal's decision in this matter shall be final.

2. This procedure is intended to supplement the existing policies of the Vidalia City Board of Education and the Georgia High School Association regarding the governance of interscholastic athletics. Administrators will not use test results obtained pursuant to this policy for disciplinary or other purposes, other than as set forth above.
3. All students remain subject to the Vidalia City Board of Education Student Code of Conduct and may be subject to established discipline procedures if found in possession or under the influence of illegal drugs or alcohol at school or at school-sponsored events.
4. Parents (guardians) of a student testing positive may request to have their student-athletes tested at their expense.
5. This policy is not a part of the disciplinary code but is relative to student participation in areas of parking and participation in interscholastic activities.
6. There is not an appeal process as this policy affects participation and not discipline; therefore, the decision of the high school principal is final in all matters regarding this policy.

Students who are arrested for a misdemeanor offense involving drugs or alcohol will receive the same consequence as a failed drug test. Students who are arrested for a felony offense will be treated per guidelines outlined in the student discipline of the student handbook.

If all suspension requirements are not fulfilled by the end of the season, then the athlete in question will complete his or her suspension in the next sport in which he/she participates.

Criteria For Lettering

Criteria for Lettering in Band

A participant:

1. must attend 90% of all practices, events and performances for two semesters.
2. will earn an additional letter(s) for every two qualifying semesters.

Criteria for Lettering in Baseball

A participant must:

1. complete the entire season. He must attend all practices and games unless excused by the coaching staff.
2. should a player become injured and miss games or practice time, he would be allowed to letter. If physically able he must attend practices and games to help out in whatever capacity needed.
3. be dressing on the varsity team by playoffs
4. any situation may be given special consideration by the Head Coach.

Criteria for Lettering in Basketball

Boys Basketball -

A participant must:

1. complete 80 days of practice time (coach's discretion).
2. An athlete cannot letter if that player failed the first semester.
3. An athlete cannot letter if the player quits before the season ends except for injury.

Behaviors in school as well as academic performance are both key ingredients in the success of any athlete. Chronic discipline problems as well as poor academic performance may cause an athlete to be dropped from this sport. This will be done at the discretion of the coach, Athletic Director, and Principal.

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Girls Basketball -

A participant must:

1. be in attendance at practice 90 percent of the legal number of practice days barring some unforeseen illness or injury.
2. be a contributor in practice and participate in eight (8) games for basketball.

Behaviors in school as well as academic performances are both key ingredients in the success of any athlete. Chronic discipline problems as well as poor academic performance may cause an athlete to be dropped from this sport. This will be done at the discretion of the coach, Athletic Director and Principal.

Criteria for Letting in Bass Fishing

A participant must compete in 75% of tournaments.

Criteria for Lettering in Cheerleading

A. Underclassmen

1. Must be in good standing with the coaching staff.
2. Must have participated in ninety (90%) of team activities.
3. Must have twenty hours community service approved and documented.
4. Must have participated at the Varsity level in ninety (90%) of activities.
5. Must have returned uniform and accessory items in good condition.

B. Seniors

In addition to meeting underclassmen requirements, all Seniors must participate in Spring Cheerleading tryouts.

Criteria for Lettering in Cross Country

Boys Cross Country -

A participant must:

1. be present for 95 percent of the practice sessions
2. complete the criteria set for each practice session. The athlete must complete this criteria to the degree that will satisfy the coach. Each athlete's ability will be taken into account when evaluating each practice session.
3. finish the season.
4. male athletes must run a 5k under 26 minutes to qualify for a meet.
5. participate in every meet unless you have prior approval from the coach.

Girls Cross Country -

A participant must:

1. be present for 95 percent of the practice sessions
2. complete the criteria set for each practice session. The athlete must complete this criteria to the degree that will satisfy the coach. Each athlete's ability will be taken into account when evaluating each practice session.
3. finish the season.
4. Female athletes must run a 5k under 30 minutes to qualify for a meet.
5. participate in every meet unless you have prior approval from the coach.

Criteria for Letting in Dance

A participant must:

1. complete ALL expectations and requirements in accordance with the coaching staff.
2. participate in at least 85% of activities per chosen group; Game Day or Competitive Dance.

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3. complete FIVE approved community service hours and have documentation to show.
4. return all uniforms and equipment in good condition.

Criteria for Lettering in E-Sports

A participant must:

1. compete in 75% of competitions for the students assigned game
2. can participate in either or both season to receive one letter

Criteria for Lettering in Football

A participant must complete the Varsity football season.

Criteria for Lettering in Golf

A participant must:

1. compete in at least one varsity match.
2. excluding a season-ending injury, all golfers shall complete the entire golf season to be eligible for a varsity letter.

Chronic discipline problems as well as poor academics may cause a golfer to be dropped from the team. This will be done at the discretion of the coach, athletic director, and principal.

Criteria for Lettering in Literary

A member must:

1. be present for 95% of practice sessions.
2. be prepared for each practice session and be on time.
3. complete the literary sessions.
4. compete in a literary event for three years.

Behavior in school as well as poor academic performance may cause a student to be dropped from this activity. This will be done at the discretion of the literary coordinator.

Criteria for Lettering in One-Act Play

A cast member must:

1. Be in attendance at 95% of practice sessions and meetings.
2. Be prepared for each practice session and be on time.
3. Participate in Region 2AA One-Act competition and the subsequent state competition if applicable.
4. Participate three years in One-Act to qualify for a letter jacket.

Behavior in school as well as poor academic performance may cause a student to be dropped from this literary event. This will be done at the discretion of the One-Act faculty advisor and/or the director.

Criteria for Lettering in Soccer

Boys Soccer -

A participant must:

1. participate/play in at least three-fourths of the games that the team plays.
2. attend all practices unless excused by the coach.
3. anyone who fails to complete the season for any reason besides illness or injury is automatically off the team and will not letter.
4. abide by other rules and regulations as set by the coach.

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Girls Soccer -

A participant must:

1. participate in all Varsity level matches the team is scheduled to play barring unforeseen illnesses, injuries, or death in the family.
2. be in attendance at practice 95 percent of the legal number of practice days barring some unforeseen illness or injury.
3. abide by other rules and regulations as set by the coach.

Criteria for Lettering in Softball

A participant must:

1. be in attendance at practice 90 percent of the legal number of practice days barring some unforeseen illness or injury.
2. be a contributor in practice and participate in four (4) games for softball.

Behaviors in school as well as academic performances are both key ingredients in the success of any athlete. Chronic discipline problems as well as poor academic performance may cause an athlete to be dropped from this sport. This will be done at the coach's discretion.

Criteria for Lettering in Swimming

A swimmer:

1. must complete in at least six meets per season.
2. must attend a minimum of 2 practices per week.
3. must score an average of 2 points per meet.
4. who fails to score points for the team but shows significant time improvement during the season may be considered for a letter if recommended by the coach and approved by the Athletic Director.

Behaviors in school as well as academic performance are both key ingredients in the success of any athlete. Chronic discipline problems as well as poor academic performance may cause an athlete to be dropped from the team. This will be done at the discretion of the coach, Athletic Director, and Principal.

Criteria for Lettering in Tennis

The participant must:

1. complete the season with the team.
2. attend every REGION match unless hindered by a personal or family serious illness or death and/or a previously scheduled VHS event, with prior approval for the event by the coach.
3. attend all practices unless excused by the coach

Behaviors in school as well as academic performance, are both key ingredients in the success of any athlete. Chronic discipline problems as well as poor academic performance may cause an athlete to be dropped from this sport. This will be done at the discretion of the coach, Athletic Director, and Principal.

Criteria for Lettering in Track

Boys Track -

A participant must:

1. be present for 95 percent of the practice season.
2. follow rules and regulations laid down by the coaching staff.
3. complete season unless injury forced out and participate in two events.
4. qualify and compete in at least one meet during the season.

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5. maintain good behavior in school as well as great academic performance. Not doing so may result in an athlete being released from this sport. This will be done at the discretion of the coach, Athletic Director and Principal.

Girls Track -

A participant must:

1. be present for 95 percent of the practice season.
2. follow rules and regulations laid down by the coaching staff.
3. complete season unless injury forced out and participate in two events.
4. qualify and compete in at least one meet during the season.
5. maintain good behavior in school as well as great academic performance. Not doing so may result in an athlete being released from this sport. This will be done at the discretion of the coach, Athletic Director and Principal.

Criteria for Letting in Volleyball

A participant must:

1. be in attendance at practice at least 90 percent of the legal number of practice days barring some unforeseen illness or injury.
2. be a contributor in practice and participate in a minimum of five (5) varsity games.
3. attend every AREA match unless hindered by a personal or family serious illness or death and/or a previously scheduled VHS event, with prior approval for the event by the coach.
4. anyone who fails to complete the season for any reason besides illness or injury is automatically off the team and will not letter.

Behaviors in school as well as academic performances are both key ingredients in the success of any athlete. Chronic discipline problems as well as poor academic performance may cause an athlete to be dropped from this sport. This will be done at the discretion of the coach, Athletic Director and Principal.

Criteria for Lettering in Wrestling

A participant must compete in 10 varsity matches.

Awarding of Letter Jackets

Students will be required to pay the base price for a school letter jacket. All accessories pertaining to the letter jacket will be purchased by Vidalia High School. In order to become eligible for a varsity letter jacket, a student must fulfill the following requirements:

1. An athlete must successfully complete two years in the same program and letter in that program on the varsity level for two years, or be involved in B-Team for two years and complete one year at the varsity level.
2. Athletes suspended, expelled or who fail to meet academic requirements will not be eligible for a letter jacket during the season.
3. Athletes will not be allowed to drop out of one sport and begin another until finishing the previous sport.
4. Athletes who transfer in must have lettered at least one year in the same sport at their former school.
5. Members of any athletic group, club or activity who have committed an act requiring a disciplinary tribunal hearing could be suspended from that activity pending the decision of the tribunal hearing.
6. Letter jackets will be awarded to all deserving student athletes in an awards ceremony during the fall semester.

Gender Equity in Sports– Grievance Procedures

It is the policy of the Vidalia City Board of Education (“Board”) to prohibit discrimination based on gender in its elementary and secondary school athletic programs, in accordance with the Georgia Equity in Sports Act. The following grievance procedures are hereby adopted to provide for prompt and equitable resolution of written student complaints, including those brought by a parent or guardian on behalf of his or her minor child who is a student, alleging any action which would be a violation of the Georgia Equity in Sports Act.

1. The student, parent, or guardian must submit a complaint on the form included in Exhibit I (see Athletic Director) and submit the completed form to the Sports Equity Coordinator (SEC). The SEC shall stamp-date the complaint when received.
2. The SEC shall take all reasonably necessary steps to ascertain the essential facts regarding the circumstances surrounding the complaint. The SEC may obtain additional information from the complaint and/or other individuals that may have knowledge of the circumstances surrounding the alleged violation. The confidentiality of any information obtained shall be maintained in accordance with federal and state law and the school system’s policies on confidentiality of student and employee information.
3. The SEC shall render a decision in writing no later than 30 calendar days after receipt of the complaint, and such decision shall set forth the essential facts and rationale for the decision.
4. A copy of such decision shall be provided to the complainant within five calendar days of the date of the decision, either by certified mail or hand delivery to the address provided by the complainant on the complaint form.
5. A complainant shall have the right to appeal such decision to the Board within 35 calendar days of the date of the decision. The request for appeal must be submitted by the complainant in writing to the Superintendent. The Superintendent’s office shall date-stamp the complaint when received.
6. The Board shall review all materials related to the matter and render a decision in writing no later than 30 calendar days or at the next regularly scheduled Board meeting after the receipt of the appeal, whichever is later, and such decision shall set forth the essential facts and rationale for the decision.
7. A copy of such decision shall be provided to the complainant within five calendar days of the date of the decision, either by certified mail or hand delivery to the address.
8. A complainant may appeal a decision of the Board to the State Board of Education in accordance with the procedures specified in O.C.G.A. 20-2-1160.

*Any athlete who voluntarily quits one athletic team may not try out or participate on another team until the season on the team they quit is complete. The coaches involved, athletic director, and principal may jointly agree to waive this rule under special circumstances.

NONDISCRIMINATION NOTICE

State law prohibits discrimination based on gender in athletic programs of school systems (Equity in Sports Act, OCGA 20-2-315). Students are hereby notified that Vidalia City School System does not discriminate on the basis of gender in its athletic programs.

The Sports Equity Coordinator for this school system:

*Tommy Dalley
Vidalia High School
901 North Street, West
Vidalia, GA 30474*

**Inquiries or complaints concerning sports equity in this school system may be submitted to the Sports Equity Coordinator.
Phone: 912.537.7931*

Clubs and Organizations

There are numerous clubs and organizations in which to become involved at VCHS. All students are encouraged to be a part of some organizations on this campus. Rules and guidelines are established for each activity, and information can be given to anyone interested in joining a club or organization by contacting the club sponsor of that organization.

Art Club - The Art Club is an organization designed to further develop the artistic talents of Vidalia High School students. The club organizes art shows at the local gallery and school and community libraries.

ADVISOR:

Beta Club - In order to be named a member of the Vidalia High School Beta Club, a student must meet and maintain the following requirements.

- Membership is by invitation only.
- Students must have a minimum of 3 Carnegie units to participate in the fall induction ceremony.
- Students must have attained an academic grade point average of 90.0 or above (not rounded) and maintain this academic grade point average for each school year.
- Students must be of good character and possess leadership potential.
- All meetings/service projects must be current and academic grade point average be 90.0 or above by the end of the academic year otherwise a member will be placed on probation and/or recommended for dismissal
 - Members may be placed on probation and possible recommendation for dismissal if:
 - academic grade point average falls below 90.0
 - miss three (3) meetings per school year; and/or
 - miss one (1) service project per school year.
- A member may be dropped from membership for moral and disciplinary reasons, such as using/selling illegal substances/ drugs, pregnancy, or any other behavior deemed inappropriate, OSS or ISS. Dismissal will be determined by a majority vote of faculty council.
- A member may be dismissed from membership if he/she is convicted of the commission of an act classified as a misdemeanor or felony by the State Code of GA or the United States Code.
- Students who fail to meet the above requirements after becoming a member of the Beta Club will have one semester in order to meet the requirements. After that semester, students who have not met the requirements will be recommended for dismissal and removed from the Beta Club roll and will not be allowed to participate in any Beta Club activities.

Students will be extended an invitation to join the Beta Club only once in their high school career. If, however, a student does not accept the invitation but wants to join later, the student will be accepted into the club provided he or she still meets and maintains the membership requirements.

In addition, members must be in good standing to be recognized as a Beta Club member at graduation. Good standing is defined as maintaining an academic grade point average of 90.0 or above; meeting all meeting and service project requirements; and all fees are paid in full.

ADVISORS: Mrs. Elissa Blount & Mrs. Ariel Broadley

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Drama Club - The Drama Club is organized to promote an interest in drama and to improve student participation in oral literary events. The club is instrumental in presenting the One-Act Play for community enjoyment and literary competition.

ADVISOR: Ms. Margaret Pournelle

Fellowship Of Christian Athletes - FCA unites two passions, faith and athletics, and gives athletes and coaches a platform to share Jesus Christ through sports. FCA's vision is to see the world transformed by Jesus Christ through the influence of coaches and athletes. FCA wants to lead every coach and athlete into a growing relationship with Jesus Christ and His Church. FCA Campus Ministry is initiated and led by student-athletes, with the assistance of coaches, huddle coaches (sponsors), adult volunteers, and local FCA Missionaries. The win for FCA Campus ministry is to see VHS impacted for Jesus Christ through the influence of coaches and athletes. VHS FCA Meetings are open to anyone on the school campus.

ADVISOR: Mrs. Jamie Lewis and Mr. Ryan Lewis

Future Business Leaders of America (FBLA) - FBLA is a student organization for all middle and high school students participating in business programs. FBLA is open to students who have had or are currently enrolled in at least one business course. This activity is required for all WBL students enrolled in a Business Education Career Pathway placement. Students have the opportunity to compete in many events on the local, regional, and state levels. The club also sponsors service projects for the school and community. As an integral part of the business instructional program, FBLA provides opportunities for students to develop vocational and career-supportive competencies. Participation in FBLA activities promotes civic and personal responsibility; helps students develop business leadership skills and establish career goals; and prepares them for useful citizenship and productive careers.

ADVISORS: Ms. Anna Helms & Mrs. Brooke Cameron

Family, Career and Community Leaders of America (FCCLA) - FCCLA is a national student organization that helps young men and women become leaders and address important personal, family, work, and social issues through family and consumer sciences education. FCCLA is open to students who have had or are currently enrolled in at least one family and consumer science course. This activity is required for all Work-based Learning (WBL) students enrolled in a Family and Consumer Science Career Pathway placement. Through cooperative and competitive programs, FCCLA members develop skills for life including character development, creative and critical thinking, interpersonal communication, practical knowledge, and career preparation. Participation in national programs and co-curricular chapter activities enables FCCLA members to learn cooperation, take responsibility, develop leadership, and give service.

ADVISOR: Mrs. Amanda Mosley

Health Occupations Students of America (HOSA) - HOSA club's mission is to enhance the delivery of compassionate, quality health care by providing opportunities for knowledge, skill and leadership development of all health occupations students, therefore, helping the students to meet the needs of the health care community. HOSA is open to students who have had or are currently enrolled in at least one healthcare science course. This activity is required for all Work-based Learning (WBL) students enrolled in a Healthcare Science Career Pathway placement.

ADVISORS: Mrs. Shellie Cleghorn & Mr. Blake Brooks

Hobachee Yearbook - The Vidalia High School yearbook, The *Hobachee*, documents the school year's events in both pictures and text. Membership to the yearbook staff is determined through an application process, and teacher recommendations, grades, attendance, and discipline are also considered. It is recommended that members of the staff possess a strong background in oral and

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written communication skills. The *Hobachee* is usually published and distributed in late August to fully cover the entire previous school year's activities.

ADVISOR: Mrs. Jamie Lewis

Literary Team - The Literary Team is composed of students who compete in artistic and academic events at region and state levels coordinated by the Georgia High School Association (GHSAA). The team is developed in October and begins preparations for competition with various coaches from the faculty. GHSAA Literary events include: One-Act Play, Debate, Spelling, Essay, Vocal Solo, Oral Interpretation, Quartet, Extemporaneous Speaking, and Trio.

ADVISOR: Ms. Margaret Pournelle

Math Team - The Math team is an association that needs students with a combination of math skills and the ability to take shortcuts in working equations. During the course of the year the Math Team participates in the Georgia Southern math competition. In competition, team members take written tests and a testing situation called "ciphering." Math team meetings are normally held monthly.

ADVISOR: Mrs. Vicki Ogle

National Honor Society - NHS is an organization which is recognized world-wide. It is designed to recognize the students who have achieved academic success, possess leadership skills, have good character and participate in service to their school and community.

Membership in this organization is by invitation only and is based on the following criteria:

- An overall 93 academic grade point average.
- The overall 93 percent average must be maintained every semester - failure to do so will result in one semester of probation to bring average back up to the 93% - if after the semester of probation the average is not back to 93%, the member will be dismissed from the organization (grades are checked every January and August)
- Approval by the faculty council
- Must have attended Vidalia High School for one full academic year **or** have been previously inducted into NHS before transferring to VHS
- Must be in the 10th, 11th or 12th grade, have a minimum 3 academic credits, and meet the College Prep requirements as set by the state
- Members who miss 5 or more meetings will be recommended for dismissal. Students are allowed one free meeting absence. Absences 2-4 require make-up projects to be completed.
- Members must complete service projects. For each service project not completed, students must complete two make-up projects.
- Members must meet all service projects /meeting requirements each year; failure to do so will result in a dismissal recommendation and/or not being recognized as a NHS member at graduation.

ADVISORS: Ms. Jillian Davis & Mrs. Leslie Hodges

Political Science Club - The Political Science Club works to expand student *knowledge of and participation in* politics at the local, state, and national levels. Club members meet to discuss important domestic and international political issues and events and to host educational events including speakers, voter education campaigns, and political debates. The club is also designed to allow students interested in politics to socialize and interact with others who share this interest.

ADVISOR: Ms. Joy Collins

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Student Government Association - SGA is a body of students elected by their peers to represent them and to serve as a liaison between administration / faculty and the student body. These students learn leadership and integrity through serving the school and community. SGA meetings are held regularly, and the group sponsors several school functions and represents VHS at *various community activities*.

ADVISOR: Mrs. Missy Owens

Georgia SkillsUSA - Members participate in local, state, and national activities provided through trade and industrial, technical, and health occupations courses and programs. Skills USA is open to students who have had or are currently enrolled in at least one CTAE education course. This activity is required for all Work-based Learning (WBL) students enrolled in a CTAE Career Pathway placement that does not offer a career and technical student organization (club). The mission of SkillsUSA is to develop leadership skills and workplace competencies that students will need to succeed in a constantly changing global workplace. The organization provides many opportunities for leadership development and skills training. Competition in over 70 leadership, health occupations, occupationally related, and trade, industrial, and technical contests is offered at the region and state levels, culminating with the SkillsUSA Championships in Kansas City, Missouri, in June.

ADVISORS: Mrs. Amy Gillies, Mr. Gray Meredith & Mr. Jackson Sharpe

Technology Student Association/ Robotics - The purpose of TSA and Robotics is to prepare students to be successful leaders and responsible citizens in a technological society through co-curricular activities within the technology/ engineering education program. Robotics is a subset of TSA and attached to some of the various competitions in TSA. There are over 70 different competitions that students can compete in including areas such as prepared presentation, video game design, and designing and racing CO2 cars. All students are welcome to join, but it will be helpful if a student has taken at least one video game design or engineering course.

ADVISOR: Mr. Kevin Head

Writers Incorporated – Writers Inc. is a student-founded, student-centered organization at VHS. This unique writer's guild is devoted to the enhancement of the creative and technical skills of written expression. Students are encouraged to share their writings, whatever the genre, with fellow classmates and to seek publication beyond the local realm. Writers Inc. sponsors the annual Young Georgia Authors and Poetry Out Loud competitions for Vidalia High School.

ADVISOR: Ms. Beverly Rivers

ATTENDANCE

Attendance Policy

Based upon Georgia law, students ages 7 to 16 must attend school. Students who enroll in school prior to age 7 are subject to the same attendance law. Students may have excused absences under Georgia law such as illness, death in the family, etc. Unexcused absences are subject to investigation by the school system. Unexcused absences in excess of 5 school days and excessive excused absences will be referred to the Pupil Services Coordinator for investigation. Parents/legal guardians may be asked to supply a doctor's note for excessive absences. School counselors, the school system psychologist, and administrative staff are available to assist parents with attendance problems. If attendance problems are chronic and/or persistent, Vidalia City School System will pursue an attendance warrant against the parent/legal guardian of the student(s) having attendance problems. Parents should contact the school counselor if their child/children is/are experiencing attendance problems. Reasonable attempts will be made to work with a

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parent/legal guardian to improve a student's attendance before an attendance warrant is pursued by the Pupil Services Coordinator. The school system staff would prefer to have a student in school rather than a parent fined or possibly in jail. Please work with us as our goal is to educate our students to be independent and productive citizens.

A student may accumulate no more than five (5) absences, excused or unexcused, per block per semester. All absences in excess of five will be unexcused excluding death in immediate family, personal illness with a doctor's note, dentist visits with a dentist's note, or a verifiable emergency illness in immediate family. After 5 parent notes per semester, students must turn in a doctor's note in order for an absence to be considered excused. Parent notes submitted five days after an absence will not be accepted.

A student's absence will be counted as excused when it complies with the Georgia State Policy governing excused absences. Such absences include:

1. Personal illness
2. Death in the immediate family
3. Recognized religious holidays
4. Any absence that has prior approval of the administration
5. Mandated court order
6. Serve as a Page in the General Assembly
7. Register for or go to vote
8. Military exams or physical exams
9. Conditions rendering attendance impossible or hazardous to student health or safety

The principal may also approve an absence beyond five if it is beyond the student's control, example: mandated court order, military exams, and other just reasons.

Any other absence shall be deemed as unexcused. **Students may submit a five (5) day note for an anticipated absence which does not comply with the Georgia State Policy for review and approval by the administrator. If that absence is allowed, it shall be considered unexcused but academic make-up work shall be allowed, preferably before the absence. Five-day notes will not be permitted for those with attendance problems or a past history of attendance problems. Also, five-day notes will not be permitted during standardized testing time or during finals unless approved by the building principal.**

Seniors will be allowed 2 days, to be marked Activity, to make college or Armed Services visits. Students will return to school with the appropriate signed documentation from the college in order for their attendance to be marked Activity. Required documentation to take to the college can be found in the Guidance Department.

Based upon an agreement with Juvenile Court Judge, the following procedures are in place in the Vidalia City School System:

- After 5 unexcused absences, a letter is mailed to the parent(s) from the student's school informing the parent about the absences. The school also notifies the Pupil Services Coordinator that a letter has been sent. The parent is urged to discuss the attendance problem with the principal or assistant principal.
- The Pupil Services Coordinator sends another letter to the parent which includes a copy of the student's attendance report. This letter informs the parent of the Vidalia City School System attendance policy. Again, the parent is urged to discuss the attendance problem with the

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principal or the assistant principal.

- If absences continue, the school notifies the Pupil Services Coordinator. The Pupil Services Coordinator sends a second letter warning the parent that the parent will be prosecuted in Juvenile Court if the student accumulates five absences. (We do not prosecute in court if the five absences are due to illness or other excused absences according to State law.)
- If the student accumulates five unexcused absences, the school notifies the Pupil Services Coordinator. The Pupil Services Coordinator sends a third letter, regular and certified mail. This letter tells the parent that if the attendance problem is not discussed with the principal or assistant principal within a week and a resolution of the problem is not reached, then Vidalia City Schools will prosecute the parent in Juvenile Court.

Absences

1. When returning to school following an absence, you must bring a note to the front office explaining the reason for the absence. This could be a parent note, medical note, court note, etc.
2. When arriving at school late, you must sign in at the front office.
3. Out-of-school (OSS) suspension shall be recorded as an unexcused absence.

Make-up Work

1. Students should make arrangements with their teacher(s) to complete all work missed during any absence within 5 days.
2. Make-up work, for an excused absence, completed within 5 days of returning to school will be granted 100% of the grade earned.
3. Students will not be allowed to make up work for an unexcused absence.
4. Teacher reserves the right to set up a time for assignments to be turned in.
5. Students with extended absences or absence 3 days or more may contact the office or guidance for assignments.
6. Any previously announced assignments will be due on the due date unless a note from the doctor is provided.

Vidalia High School's clerical and administrative staff does not have the authority to release a student to anyone other than a parent/legal guardian as is indicated on the student information card. The safety of each child is of the utmost importance to the Vidalia City School System.

Sign-Out Procedure

In order to **leave** campus:

1. Report to the office **prior** to first block.
2. Present a **note from a parent/guardian** stating the reason for having to sign out.
3. **The note must have:**
 - Phone number where parent/guardian can be reached between the hours of 9:00-10:00 a.m.
 - The secretary will confirm the reason for signing out during that time.
4. **Excessive sign-outs** will be monitored by the administration.
5. Students **must be in class 60 minutes** in order to be counted present in that class.
6. Students wishing to leave campus during the course of the school day must be **picked up by a parent/guardian only.**
7. No student will be permitted to leave campus with anyone other than a parent/guardian unless otherwise approved by a school administrator.
8. Parents/guardians wishing to pick up their child during the day and have submitted a note earlier in the morning are requested to do so between academic classes.

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9. Classes will not be disturbed unless deemed necessary by the administration.
10. Students who drive and need to sign out will complete the sign-out procedure listed above.
11. **Students are not permitted to sign out for lunch.**
12. **Any student who signs out must comply with the absence policy.**

Sign-In Procedure

1. Report to the front office to sign in.

Prom Attendance Requirement

1. No more than 6 total office referrals 1st semester and up to 1 month before prom.
2. No more than the equivalence of 5 unexcused absences in any class taken on campus.
3. No OSS
4. Must pass at least 3 classes 1st semester.

*After 5 parent notes per semester, students must turn in a doctor's note in order for the absence to be considered excused. Parent notes submitted five days after an absence will not be accepted.

Medical and Dental Appointment

Parents are requested to try to make medical and dental appointments after school hours. However, if it is necessary for students to leave school for those reasons, students **should check out of school according to the guidelines presented under "Sign-out Procedure" AND bring a doctor's or dentist's note upon return to school.**

Perfect Attendance

Eligibility:

- A. A student must be in school every minute of every day. (This means students must report to class before the tardy bell rings.) *If a student is tardy to any class, he/she does not receive perfect attendance in that class.
- B. Exceptions: Emergency medical or dental treatment (not regular check-ups) accompanied by school personnel.

Vidalia City Schools Dress Code

2022-2023

Listed are all approved items that may be worn by students enrolled in Vidalia City Schools.

General Guidelines

- Clothing or accessories that depict inappropriate messages of any kind, to include, but not limited to, violence, gambling, gangs, prejudice, racism, sexual innuendoes, political messages, alcohol, drugs, and/or tobacco are not allowed
- Clothing that is disruptive or distracting to the learning environment is not allowed
- No clothing may draw attention to the anatomical parts
- Proper undergarments must be worn at all times and must not be visible
- Clothing must be worn on the correct side
- No bandana print on any clothing or accessories
- Midriffs are not allowed to be visible at any time

Tops

- All tops must be solid including no writing and no pictures
- Clothing brand logos must be smaller than 2 inches
- All tops must be Vidalia City dress code colors: maroon, gold, black, white, or gray

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- Tops and bottoms must be contrasting colors
- Undershirts must be maroon, gold, black, white or gray with no wording or pictures
- Shirts must be collared, polo-style, button up, or crewneck shirt with short or long sleeves
- Crewneck shirts must be around the base of the neck.



- The base shirt (shirt that touches the skin first) MUST be around the base of the neck
- Shirts that button up the front must have attached collar (see above)
- Only the top two buttons can be unbuttoned and must be within three inches from the top of the placket.
- Shirt length must reach past the waistband, but within the student's arm length.
- No hoodies are allowed
- Vidalia City Schools' spirit wear is allowed as long as it is dress code color, dress code shirt style (collared, polo, button up, or crewneck), and is not homemade (see examples below). Spirit wear hoodies are not allowed.



Bottoms

- All bottoms (pants, shorts, skirts, capris) must be appropriate size and solid dress code color: Denim, Black, Gray, or Khaki
- All shorts, pants, and skirts must be denim (includes black or white) or khaki/chino style button up. No athletic pants or shorts are allowed, with the exception of JD Dickerson Primary students. Due to developmental needs of these students, athletic pants and shorts will be allowed.
- All bottoms must be without frays or holes
- All bottoms must be without words or pictures
- All bottoms must, at minimum, touch the top of the knee when standing and pants at appropriate waistline
- Tights must be solid (no fishnet) black, gray, or khaki and can only be worn under approved bottoms.



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Dresses

- Must be a solid Vidalia City dress code color (maroon, gold, black, white, or gray)
- Must, at minimum, touch the knee when standing up

Outerwear

- Students can wear their choice of outerwear to and from school. However, any outerwear worn inside the building must follow dress code policy described below
- Jackets, sweatshirts, or sweaters worn during the school day must be solid Vidalia City dress code colors (maroon, gold, black, white, or gray) or “spirit” outerwear. No hooded sweatshirts, shirts, jackets, or spirit wear is allowed.
- Trench coats are not allowed at any time – before, during, or after school

Shoes

- Bare feet, slippers, bedroom shoes, or cleats will not be allowed.
- Shoes with shoelaces must be tied. Shoes with Velcro must be fastened
- Sandals with a back and open toed shoes are allowed – Slippers, athletic slides, and flip flops are not permitted

Headgear/Jewelry/Accessories

- Headgear wider than two inches may not be worn in the building unless for a special day designated by the school. Headgear includes, but is not limited to, hats, beanies, bandanas, scarves, shower caps, and bonnets.
- No writing or pictures allowed on headgear with the exception of the brand logo
- Hair must be free of all grooming items
- Body paint or writing on skin is not allowed
- No clothing accessories or jewelry with spikes or protruding studs are allowed and no chains hanging from clothing or pockets are allowed
- No objects should be attached to clothing unless school related (ribbons, buttons, towels, etc...)
- Items, accessories, and tattoos that signify or are related to gangs, gang membership, or gang activity or are disruptive to school safety and discipline are prohibited and are required to be covered
- Items, accessories, and tattoos that contain vulgarity, political advertisement, sexual innuendos, tobacco products, alcoholic products, firearms, or illegal substances are prohibited and are required to be covered
- Earrings and studded nose rings are allowed. All other piercings must be covered or removed while on campus

Any accommodation for dress code due to medical issues will require a doctor’s note and communication with the school nurse. Any student requiring accommodation for dress code due to religious affiliation must file for variance with administration. Administration has the right to make adjustments to the dress code for the benefit of students and/or for safety.

VHS PBIS Expectation Matrix Expectations of Students

	Restroom/ Locker Room	Bus Loading Zone	Cafeteria	Classroom	Gym/ Weight Room	Hallway	Parking Lot
Positive	<ul style="list-style-type: none"> Be courteous of personal space Get classroom expectations before going to restroom 	<ul style="list-style-type: none"> Face the front and stay seated 	<ul style="list-style-type: none"> Have payment ready Be helpful to lunchroom staff 	<ul style="list-style-type: none"> Cheer on other students with positive comments 	<ul style="list-style-type: none"> Encourage others to meet their goals 	<ul style="list-style-type: none"> Apologize when accidents happen 	<ul style="list-style-type: none"> Use your own parking spot
Respectful	<ul style="list-style-type: none"> Clean up area & leave quickly Hand your phone in without being asked 	<ul style="list-style-type: none"> Obey bus driver Take seat immediately Use your inside voice 	<ul style="list-style-type: none"> Maintain personal space Keep bags and other belongings out of the aisles 	<ul style="list-style-type: none"> Respect the teacher's rules & expectations in the classroom Recognize other people's right to learn & celebrate diversity 	<ul style="list-style-type: none"> Replace all equipment after use 	<ul style="list-style-type: none"> Walk quietly No earbuds or head phones Follow dress code 	<ul style="list-style-type: none"> Watch for other cars and respect anyone else's property
Involved	<ul style="list-style-type: none"> Report any bathroom issues quickly 	<ul style="list-style-type: none"> Report issues 	<ul style="list-style-type: none"> Clean up area & tuck in chairs 	<ul style="list-style-type: none"> Be active in the active Stay in class 	<ul style="list-style-type: none"> Watch and assist others 	<ul style="list-style-type: none"> Keep it moving 	<ul style="list-style-type: none"> Report issues Keep car locked
Dependable	<ul style="list-style-type: none"> Keep personal belongings stored safely 	<ul style="list-style-type: none"> Be on time for bus Exit promptly 	<ul style="list-style-type: none"> Move to class when the bell rings 	<ul style="list-style-type: none"> Arrive on time Turn work in on time 	<ul style="list-style-type: none"> Bring workout clothes 	<ul style="list-style-type: none"> Go straight to class 	<ul style="list-style-type: none"> Go straight to class Don't report to parking lot until dismissal
Excellence	<ul style="list-style-type: none"> Clean up even when it isn't yours Have pride in school property (no graffiti and tobacco) 	<ul style="list-style-type: none"> Contribute to a clean environment 	<ul style="list-style-type: none"> Have proper table manners Make healthy lunch choices 	<ul style="list-style-type: none"> Study & complete assignments Follow safety procedures Maintain integrity of your work 	<ul style="list-style-type: none"> Have a desire to meet & set goals 	<ul style="list-style-type: none"> Use appropriate language & conversations 	<ul style="list-style-type: none"> Pick up trash as you leave

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Vidalia City Schools Bus Expectations

	BE SAFE	BE RESPECTFUL	BE RESPONSIBLE
At the Bus Stop/Bus Loading Area	Stay a safe distance from the street. Wait until the bus stops before approaching the bus.	Respect others' feelings, space and belongings.	Arrive 5 minutes before designated pick-up time. Bring your belongings with you.
Boarding the Bus	Wait for the driver's signal before boarding the bus.	Line up calmly and quietly. Respect others' feelings, space and belongings.	Board in a single file line. Go to your assigned seat...boys on the right, girls on the left; driver may assign seats.
On the Bus	Stay seated and face forward at all times. Keep hands, feet and head inside the bus at all times. Keep aisle and emergency exits clear of obstructions. Keep all items inside your book bag. Stay seated until the bus stops.	Follow the bus driver's directions. Use an indoor voice when talking is permitted. Use respectful language. Respect others' feelings, space and belongings.	Stay in your assigned seat. Keep the bus clean...eating and/or drinking is not allowed on the bus. Leave the bus in the same or better condition than you found it.
Leaving the Bus	Cross the street 12 feet in FRONT of the bus. Exit the bus at your assigned stop, then go directly home.	Exit the bus calmly and quietly. Respect others when leaving the bus.	Take all belongings. Exit in a single file line. Go directly to the assigned location.

VIDALIA CITY SCHOOLS BUS CONDUCT CONSEQUENCES

1st Referral- **Warning** given to a student by the bus driver to take home to parents.

2nd Referral- Bus Suspension for **1 Day**

3rd Referral- Bus Suspension for **3 Days**

4th Referral- Bus Suspension for **5 Days**

5th Referral- Bus Suspension for **10 Days**

6th Referral- Bus Suspension for **20 days**

7th Referral- Bus Suspension for the Remainder of the school Year.

The following actions at the bus loading/unloading areas and on the bus will result in suspension based on where they are in the referral process.

- Students who refuse to provide their correct name and address.
- Students caught throwing objects off/on the bus.
- Fighting on the bus or at the bus loading areas.

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Students abusing (verbally/physically) the driver will result in immediate bus suspension for the remainder of the year and based on the severity of the actions, and students may lose all future riding privileges.

Bus Referrals will be suspended during standardized testing. Consequences for those referrals will be assigned following testing.

These are general rules for riding the bus and are to be used in cooperation with state and local laws and policies. Severe violations will be subject to severe penalties.

Discipline Rules & Consequences

Behavior in school as well as academic performance are both key ingredients in the success of any athlete. Chronic discipline problems as well as poor academic performance may cause an athlete to be dropped from this sport. This will be done at the discretion of the coach, Athletic Director, and Principal.

Any student receiving 10 or more behavior referrals in an academic year will be placed on a behavior contract.

Rule 01 **Alcohol**- violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of intoxicating alcoholic beverages or substances represented as alcohol, during the school year.

Consequence - Up to 10 days OSS, possible referral to tribunal, and contact the appropriate authorities.

Rule 02 **Arson** -unlawful and intentional damage or attempted damage to any real or personal property by fire or incendiary device. Examples include firecrackers, fireworks, and trash can fires if they are contributing factors to a damaging fire. Without a fire, firecrackers and fireworks are included in the Discipline Incident Type code '23' Weapons-Other. This code does not include a simple act of lighting a match.

Consequence - Up to 10 days OSS, possible referral to tribunal, and contact the appropriate authorities.

Rule 03 **Battery** -actual and intentional touching or striking of another person against his or her will or intentionally causing bodily harm to an individual. For example, one individual physically attacks or "beats up on" another individual including an attack with a weapon or one that causes serious bodily harm to the victim. Includes the actual placement of a bomb or one sent through the mail, regardless of whether the bomb explodes. This code should be used only when the attack is very serious, serious enough to warrant calling the police or bringing in security, where the intent is to do bodily harm to someone.

Consequence - Up to 10 days OSS, possible referral to tribunal, and contact the appropriate authorities.

Threatening, striking, or causing bodily harm to a teacher or school personnel that results in OSS will result in a student having their driver's license suspended until his/her 18th birthday.

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- Rule 04** **Breaking & Entering- Burglary** - unlawful entry into a building or other structure with the intent to commit a crime. This applies to school buildings or activities related to a school function.
Consequence - Up to 10 days OSS, possible referral to tribunal, and contact the appropriate authorities.
- Rule 05** **Computer Trespass** -unauthorized use of a computer or computer network with the intention of deleting, obstructing, interrupting, altering, damaging, or in any way causing the malfunction of the computer, network, program(s), or data.
Consequence - Up to 10 days OSS, possible referral to tribunal, and contact the appropriate authorities.
- Rule 06** **Disorderly Conduct** -any act that substantially disrupts the orderly conduct of a school function, substantially disrupts the orderly learning environment, or poses a threat to the health, safety, and/or welfare of students, staff, or others. If the action results in a more serious incident, report it in the more serious incident code.
Consequence - Parent conference, 3-10 days ISS, or OSS, possible referral to tribunal and notify appropriate authorities.
- Rule 07** **Drugs, Except Alcohol or Tobacco**- unlawful use, cultivation, manufacture, distribution, sale, purchase, possession, transportation, or importation of any controlled drug or narcotic substance, or equipment or devices used for preparing or using drugs or narcotics. Includes being under the influence of drugs or substances represented as drugs. Code includes over-the-counter medications if abused by the student. Code does not include tobacco or alcohol.
Consequence - Up to 10 days OSS, possible referral to tribunal, and contact the appropriate authorities.
- Rule 08** **Fighting** -mutual participation in a fight involving physical violence where there is no one main offender and no major injury. This does not include verbal confrontations, tussles, or other minor confrontations.
*If a building administrator can determine that one party completely instigated the fight, then the innocent party may not be subject to any penalty.

Category 1:

Definition: Fight between 2 peers, where staff physical interaction is not required for altercation to cease.

Example: Student A and Student B engage in a physical altercation. Staff members approach and verbally request students to cease. Students comply without further physical contact.

Consequence: Up to 3 days OSS

Category 2:

Definition: Fight between 2 peers, where staff physical interaction is required for altercation to cease. Minimal physical contact continues, once staff members intervene.

Example: Student A and Student B engage in a physical altercation. Staff members approach and verbally request students to cease. Students do not comply and one of

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the teachers accidentally gets hit in the arm while intervening in the altercation, but is not hurt.

Consequence: 3-5 days OSS; Law enforcement contacted

Category 3:

Definition: Fight between 2 or more peers, where staff physical interaction is required for altercation to cease. Fighting continues, once staff members intervene, either endangering or causing actual bodily harm to staff members.

** If a student is involved in 2 altercations, of any Category, in the same school term, the 2nd altercation will automatically be defined as Category 3.

Example: Student A and Student B engage in a physical altercation. Other students engage in the altercation. Staff members approach and verbally request students to cease. Students do not comply. Teachers attempt to physically break up the altercation, yet fighting continues. One teacher is hit in the head and another hurts his/her leg breaking up the altercation.

Consequence: 10 days OSS pending a disciplinary tribunal; Law enforcement contacted. Students arrested on sight and taken to the police department.

Rule 09 **Homicide**- murder and non-negligent manslaughter, killing of one human being by another, killing a person through negligence.

Consequence - Up to 10 days OSS, possible referral to tribunal, and contact appropriate authorities.

Rule 10 **Kidnapping** -unlawful seizure, transportation, and/or detention of a person against his/her will, or of a minor without the consent of his/her custodial parent or legal guardian.

Consequence - Up to 10 days OSS, possible referral to tribunal, and contact appropriate authorities.

Rule 11 **Larceny / Theft** -unlawful taking, carrying, leading, or riding away of property of another person without threat, violence, or bodily harm. Included are pocket-picking, purse or backpack-snatching if left unattended, theft from a building, theft from a motor vehicle, theft from a coin-operated machine, and all other types of larcenies. The Larceny / Theft code should be used only when theft is serious enough to warrant calling the police or bringing in security.

Consequence - Up to 10 days OSS, possible referral to tribunal, and contact appropriate authorities.

Rule 12 **Motor Vehicle Theft** -theft or attempted theft of a motor vehicle. Code includes theft of car, truck, motorcycle, dune buggy, RV, or anything that is self-propelled.

Consequence - Up to 10 days OSS, possible referral to tribunal, and contact appropriate authorities.

Rule 13 **Robbery** -taking, or attempting to take anything of value that is owned by another person or organization, under confrontational circumstances by force or threat of force or violence and/or by putting the victim in fear. An essential difference between robbery and larceny is that a threat or battery is involved in a robbery. Examples include extortion of lunch money.

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Consequence - Up to 10 days OSS, possible referral to tribunal, and contact appropriate authorities.

- Rule 14** **Sexual Battery** -oral, anal, or vaginal penetration by, or union with, the sexual organ of another or the anal or vaginal penetration of another by any other object, or attempts forcibly and/or against the person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of temporary or permanent mental incapacity. Includes rape, fondling which includes touching of private body parts of another person (either through human contact or using an object), indecent liberties, child molestation, sodomy. This code should be used only when the incident is severe enough to warrant calling in law enforcement.
Consequence - Up to 10 days OSS, referral to tribunal, and contact appropriate authorities.
- Rule 15** **Sexual Harassment** -deliberate, repeated, and unsolicited physical actions, gestures, or verbal or written comments of a sexual nature, when such conduct has the purpose or effect of interfering with a student's academic performance or creating an intimidating, hostile, or offensive learning environment. Examples include behaviors such as leering, pinching, grabbing, suggestive comments, suggestive jokes, or pressure to engage in sexual activity.
Consequence - Up to 10 days OSS, possible referral to tribunal, and contact the appropriate authorities.
- Rule 16** **Sex Offenses** -sexual intercourse, sexual contact, or other unlawful behavior or contact intended to result in sexual gratification without force or threat of force and where the victim is capable of giving consent including indecent exposure and obscenity. Examples include entering or downloading pornographic content onto school computers.
Consequence - Up to 10 days OSS, possible referral to tribunal, and contact the appropriate authorities.
- Rule 17** **Threat/Intimidation** -unlawfully placing another person in fear of bodily harm through verbal threats without displaying a weapon or subjecting the person to actual physical attack.
Consequence:
1st Offense: 1-3 days OSS;
2nd Offense: 3-5 days OSS;
3rd Offense: 5-10 days OSS and a tribunal hearing.
- Rule 18** **Tobacco, Vape Pens and Electronic cigarettes** -possession, use, distribution, or sale of tobacco products on school grounds, at school- sponsored events, and on transportation to or from school.
Consequence:
1st Offense: 1-3 days ISS;
2nd Offense: 1-3 days OSS;
3rd Offense: Referral to tribunal.
- Rule 19** **Trespassing** -entering or remaining on a public school campus or School Board facility without authorization or invitation and with no lawful purpose for entry including students under suspension or expulsion, and unauthorized persons who

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enter or remain on campus after being directed to leave by the chief administrator or designee.

Consequence - Up to 10 days OSS, possible referral to tribunal, and contact the appropriate authorities.

Rule 20 **Vandalism** - the willful and/or malicious destruction, damage, or defacement of public or private property, real or personal, without the consent of the owner or the person having custody or control of it. Examples include graffiti, carving initials or words in desktops, or spray-painting on walls.

Consequence - Up to 10 days OSS, possible referral to tribunal, and contact the appropriate authorities.

Rule 22 **Weapons Possession - Knife** - the possession, use, or intention to use any type of knife, including a pocket or penknife, to inflict harm on another person, or to intimidate any person.

Consequence - Up to 10 days OSS, possible referral to tribunal, and contact appropriate authorities.

Rule 23 **Weapons Possession - Other** -the possession, use, or intention to use any instrument or object to inflict harm on another person, or to intimidate any person. Included in this code are chains, pipes, razor blades, ice picks, dirks, nunchakus, brass knuckles, Chinese stars, billy clubs, tear gas guns, stun guns, pepper spray, electric weapons or devices, explosives, or propellants. Firecrackers and other fire-works are also included if fire is not involved.

Consequence - 5 days ISS or up to 10 days OSS, possible referral to tribunal, and contact appropriate authorities.

*Intentional use of the device will be considered when determining the consequence.

Rule 24 **Other Discipline Incident/or a State-Reported Discipline Action** -Any other discipline incident for which a student is administered corporal punishment, in-school or out-of-school suspension, expelled, suspended from riding the bus, assigned to an alternative school, referred to court or juvenile system authorities, or removed from class at the teacher's request.

Consequence - Up to 10 days OSS, possible referral to tribunal, and contact appropriate authorities.

Rule 25 **Weapons Possession-Handgun** - possession of a firearm which has a short stock and is designed to be held and fired by the use of a single hand; and any combination of parts from which a firearm described above can be assembled.

NOTE: This definition does not apply to items such as toy guns, cap guns, bb guns, and pellet guns.

Consequence - Up to 10 days OSS, referral to tribunal, and contact appropriate authorities.

Rule 26 **Weapons Possession-Rifle/Shotgun** – The term “rifle” means a weapon designed or redesigned, made or remade, and intended to be fired from the shoulder and designed or redesigned and made or remade to use the energy of an explosive to fire only a single projectile through a rifled bore for each single pull of the trigger. The term “shotgun” means a weapon designed or redesigned, made or remade, and

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

Consequence - Up to 10 days OSS, referral to tribunal, and contact appropriate authorities.

Rule 27 **Serious Bodily Injury** – The term “*serious bodily injury*” means bodily injury which involves a substantial risk of death, extreme physical pain, protracted and obvious disfigurement; or protracted loss of impairment of the function of a bodily member, organ, or mental faculty.

Consequence - Up to 10 days OSS, referral to tribunal, and contact appropriate authorities.

Rule 28 **Weapons/Other Firearms** - Firearms other than handguns, rifles, or shotguns as defined in 18 USC 921 which includes any weapon which will or is designed to or may readily be converted to expel a projectile by the action of any above; any firearm muffler or firearm silencer; any destructive device, which includes any explosive, incendiary, or poison gas.

Consequence - Up to 10 days OSS, referral to tribunal, and contact appropriate authorities.

Rule 29 **Bullying**- A pattern of behavior, which may include written, verbal, physical acts, or through a computer, computer system, computer network, or other electronic technology occurring on school property, on school vehicles, at designated school bus stops, or at school related functions that is so severe, persistent, or pervasive so as to have the effect of substantially interfering with a student’s education, threatening the educational environment, or causing substantial physical harm or visibly bodily harm.

Consequence - All offenses: 10 days OSS and tribunal hearing.

Rule 30 **Other- Attendance Related**- Repeated or excessive unexcused absences or tardies; including failure to report to class, skipping class, leaving school without authorization, or failure to comply with disciplinary sanctions.

Late to School

Consequence:

6 occurrences: 1 day after-school detention.

9 occurrences: 3 days after-school detention.

12 occurrences: 1 day of ISS

15 or more occurrences: 3 day of ISS

Tardies

Consequence:

3 Tardies: 1 day of after-school detention.

6 Tardies: 3 days of after-school detention

9 Tardies: 1 day ISS

12 Tardies: 3 day ISS

15 or more Tardies: 1 day OSS

Truancy

Consequence:

1st Offense: 1 day ISS

2nd Offense: 3 day ISS and parent contact

3rd Offense: 1 day OSS and parent conference

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Rule 31 **Dress Code**- Students will not violate the dress code as outlined on page 43 of the student handbook.

Consequence - In each instance, students must make the appropriate adjustment. It is preferable that students have someone bring them clothing. Otherwise students may be issued a pair of scrubs to wear in exchange for some form or collateral (cell phone, drivers license, etc). The student will be retained in the office until the appropriate adjustments are made. *Anyone who cannot make the necessary changes in a reasonable amount of time will be sent to ISS for the remainder of the day. *All time out of class for violation of the dress code, while waiting for appropriate clothing or while returning home to change, is an unexcused absence. All consequences still apply.

1st Offense- Warning/change into school provided scrubs

2nd Offense- 3 days of after-school detention/ change into school provided scrubs

3rd Offense- 1 day of Saturday school/ change into school provided scrubs

4th Offense- 1 day of ISS

5th+ Offense- 1 day of OSS

Rule 32 **Academic Dishonesty**- Receiving or providing unauthorized assistance on classroom projects, assignments, or exams. No student shall forge signatures of other parties nor alter information on any documents.

Consequence - Parent contact, grade of zero (teacher discretion), and Saturday School per occurrence.

Rule 33 **Student Incivility** - Insubordination or disrespect to staff members or other students; includes but is not limited to refusal to follow school staff member instructions, use of vulgar or inappropriate language, and misrepresentation of the truth.

Student Incivility 1- General disrespect or failure to follow instructions

A. Those refusing to carry out reasonable instructions of faculty or staff members, or failure to identify themselves upon request, are unacceptable.

B. Students shall not report to class without appropriate materials. This includes, but is not limited to: textbooks, pencils, notebooks, class projects and any other items deemed necessary by the teacher. Dressing appropriately and participating in physical education classes is a requirement. Students are not allowed to place their heads on desk or sleep in class.

Consequence:

A. 1st Offense: 3 sessions of after-school detention;
2nd Offense: 1 day Saturday School;
3rd Offense and thereafter: 1 day ISS.

B. 1st Offense: 1 session of after-school detention;
2nd Offense: 1 day ISS;
3rd Offense: Saturday School

Student Incivility 2- Blatant insubordination; profanity directed toward school staff

Consequence:

1st Offense: 1-3 days OSS and parent conference;

2nd Offense: 3 days OSS and parent conference and possible tribunal

3rd Offense: 10 days OSS and a tribunal hearing.

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Student Incivility 3- Issuing false reports on school staff.

Consequence - All offenses: 10 days OSS and tribunal hearing.

Rule 34

Other- Possession of Unapproved Items- The use or possession of any unauthorized item disruptive to the school environment.

Whistles/water pistols and/or similar items. Students cannot supply, possess, transmit, and/or discharge any item that is disruptive or potentially dangerous.

Consequence:

1st Offense: 3 sessions of after-school detention;

2nd Offense: 5 days after school detention;

3rd Offense and thereafter: 1 days OSS.

Electronic Equipment/Cell Phones/Internet Usage

A. Electronic devices are not allowed at school or any school function or activity. Electronic equipment such as Ipods, DVD's and any other electronic device is not allowed.

B. Earbuds/Headphones cannot be worn in the school building unless it is part of instructional delivery.

C. Cell phone use is limited to outgoing calls, which may be made before and after school and during lunch.

The following regulations also apply:

a. Phones cannot be visible or audible except during designated times outside the building.

b. Phone MUST BE turned off except when making an outgoing call.

c. No phone usage allowed on school buses AT ANY TIME.

d. Extra-curricular buses will be handled by coaches, per state law.

D. Internet Usage: No student shall visit any inappropriate, unauthorized web site while on school property. This includes, but is not limited to pornographic sites, chat rooms, and unsupervised email checks. Inappropriate sites will be determined by the teacher, media specialist, and/or administrators.

Consequence:

A. Electronic Device:

1st offense: confiscate device, pick up at end of day;

2nd offense: confiscate device, 3 days ASD;

3rd offense and thereafter: confiscate device, 1 day ISS.

In all instances, device will be turned over to parent only.

B. Earbuds:

1st offense: confiscate device,

2nd offense: confiscate device, 3 days ASD

3rd offense and thereafter: confiscate device, 1 day ISS.

In all instances, device will be turned over to parent only.

C. Cell Phone:

1st Offense: Confiscate cell phone for one day.

2nd Offense: Confiscate cell phone for 1 day & 3 days ASD

3rd Offense: Confiscate cell phone for 1 day & Saturday School.

4th Offense: Confiscate cell phone for 1 day & 1 day ISS.

Additional Consequences: If a student refuses to turn cell phone or any electronic device over to certified staff upon request, the following discipline will apply:

1st Offense: 1 day OSS and parent must accompany student upon return to school for administration conference.

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2nd Offense: 3 days OSS and parent must accompany student upon return to school for administration conference.

3rd Offense: Up to 10 days OSS and referral to disciplinary tribunal.

D. Internet Usage:

1st Offense: Parent contact, 5 days after school detention, loss of computer privileges for one month from date of incident;

2nd Offense: 3 days ISS, loss of computer privileges for two months from date of incident;

3rd Offense: 3 days OSS and loss of computer privileges for remainder of time while a student at VHS.

Rule 35

Gangs

- Student shall not engage in any gang activities, included but not limited to: gang gestures, symbols, colors, hair design, eyebrow designs, clothing styles, body art.
- Group gatherings for intent to harm or bully.

Consequence:

- A.** 1st Offense: 1 day OSS/ or until violation corrected.
2nd Offense: 2 days OSS/ or until violation corrected.
3rd Offense: 3 days OSS/ or until violation corrected.
4th Offense: 10 days OSS and tribunal hearing.
- B.** All offenses: 10 days OSS and tribunal hearing.

Rule 36

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

Consequence:

- 1st Offense: 3-5 days ISS;
- 2nd Offense: 3-10 days OSS;
- 3rd Offense: Up to 10 days OSS and tribunal hearing

Rule 40

Other Non-disciplinary Incident- Can only be used to report “physical restraint” with Action “95”

Rules 1-40 are State Rules

Rule 41

Physical contacts- such as pushing, shoving, tripping or other behavior that does not result in threats, intimidation, or fight.

Consequence:

- 1st. Offense: 5 sessions of after-school detention;
- 2nd Offense: 1days ISS;
- 3rd Offense and thereafter: Saturday School

Rule 42

Extortion or Attempt to Extort - Students shall not extort or attempt to extort property from other students or school employees. Extortion is defined as obtaining property from another student, teacher, or employee) by force or threat of force.

Consequence - Restitution where appropriate, parent conference, 10 days OSS, possible referral to tribunal, contact authorities where appropriate.

Rule 43

Gambling. Students will not gamble on school property or while attending an activity under school supervision. **Gambling includes playing cards, betting,**

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matching, etc., for money, property, or recreational purposes. No cards of any kind are permitted on school grounds.

Consequence - Discretion of administration.

Rule 44 **Classroom Disturbances.** Students shall not engage in action which disturbs the flow of teaching activities in a classroom.

Consequence:

- 1st Offense: 3 sessions of after-school detention;
- 2nd Offense: 5 days detention;
- 3rd Offense and thereafter: 3 days ISS and parent contact
- 4th Offense: Saturday School

Rule 45 **Vulgar Languages.** No student shall use profane, vulgar or obscene words, gestures or actions directed toward faculty or staff members, students, or used non-directly at school events or functions.

Consequence:

- 1st Offense: 5 sessions of after-school detention, Saturday School, 1 day ISS, 1 day OSS (depending upon action);
- 2nd Offense: 3 days ISS , 3 days OSS, and parent conference;
- 3rd Offense: Up to 10 days OSS and possible referral to tribunal hearing.

Rule 46 **Public Display of Affection or Inappropriate Touching.** Students shall not engage in inappropriate physical display of affection or touching on school property or at school activities. This includes, but is not limited to kissing.

Consequence:

- 1st Offense: 5 sessions of after-school detention;
- 2nd Offense: 1day ISS and parent conference;
- 3rd Offense and thereafter: 1 day OSS.

Rule 47 **Hall Passes/Restricted Areas. A student must have a hall pass whenever he leaves a class during the class period. There are no exceptions to this rule.** Students are not allowed to visit other students during class hours. Students are not allowed in restricted areas deemed by administration.

Consequence:

- 1st Offense: 5 sessions of after-school detention;
- 2nd Offense: 1 days ISS;
- 3rd Offense and thereafter: 3 days ISS.

Rule 48 **Foods & Drinks.** No student shall have outside food or drinks in the halls, classrooms or restrooms unless approved by administration. DE students will adhere to the same policies as full-time students.

Consequence:

- 1st Offense: 3 sessions of after-school detention;
- 2nd Offense: 5 sessions of after-school detention;
- 3rd Offense and thereafter: 1 day Saturday School.

Rule 49 **Improper Use of Motor Vehicle.** Driving too fast for conditions, reckless driving, and improper parking will not be permitted. Georgia Rules of the Road will be adhered to while operating a vehicle on campus or at any school function.

Consequence:

- A.** 1st Offense: Loss of car on campus for one week;

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2nd Offense: Loss of car on campus for one semester;

3rd Offense: Permanent loss of car on campus.

- B.** 1st Offense: 5 sessions of after-school detention;
2nd Offense: 3 days ISS;
3rd Offense and thereafter: 1 day OSS.

Rule 50 ***Lunchroom Conduct.***

- A. Lunches purchased at school will be eaten in the school lunchroom or designated outdoor areas.
- B. Inappropriate behavior in the lunchroom will not be tolerated. (Loudness, breaking in line, horseplay, etc.)
- C. Loud talking and laughing in the lunchroom will not be tolerated.
- D. Food scattered on the table and floor.

Consequence:

1st Offense: Lunchroom clean-up duty during lunch period;

2nd Offense: 5 sessions of after-school detention; Saturday School

3rd Offense and thereafter: 3 days ISS, parent contact.

- Rule 51** ***Refusal to Report.*** No student shall fail to carry out assigned consequences for misconduct or fail to report to teachers or administrators for disciplinary actions. This includes failure to attend after-school detention.

Consequence:

1st Offense: Saturday School

2nd Offense: 1 day ISS;

3rd Offense and thereafter: 3 days ISS or OSS

- Rule 52** ***Violations of Terms of Probation.*** If a student breaks the terms of probation upon returning to school after required punishment had been met, he/she will be returned to the original punishment given for the remainder of the school year.

Consequence - Return to the original punishment given for the remainder of the school year.

- Rule 53** ***Bus Conduct Referral.*** Code of conduct outlined in Transportation and Parking section must be followed. Due to the severity of the offense, administration reserves the right to determine the level of consequence. Restitution for damages will be at the discretion of the Transportation Director.

Consequence:

1st Referral- **Warning** given to student by bus driver to take home to parent.

2nd Referral- Bus Suspension for **1 Day**

3rd Referral- Bus Suspension for **3 Days**

4th Referral- Bus Suspension for **5 Days**

5th Referral- Bus Suspension for **10 Days**

6th Referral- Bus Suspension for **20 days**

7th Referral- Bus Suspension for the Remainder of the school Year.

The following actions at the bus loading/unloading areas and on the bus will result in suspension based on where they are in the referral process.

- Students who refuse to provide their correct name and address.
- Students caught throwing objects off/on the bus.
- Fighting on the bus or at the bus loading areas.

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Student abusing (verbally/physically) the driver will result in immediate bus suspension for the remainder of the year and based on the severity of the actions, may lose all future riding privileges.

Rule 54 ***Fire Alarm-Activating a Fire Alarm Under False Pretense.*** No student shall activate a fire alarm under false pretenses.

Consequence - 10 days OSS, referral to tribunal, and contact appropriate authorities

Rule 55 ***Verbally abusing students*** without intent to do bodily harm.

Consequence:

1st. Offense: 5 sessions of after-school detention;

2nd Offense: 1 day ISS;

3rd Offense: 1 day OSS and possible tribunal hearing.

In-School Suspension (ISS)

ISS is designed as a disciplinary action for students who violate the school's discipline code. The ISS program has been created as a service to our students in that it allows them to remain in school so that they may be counted present and continue to keep up with their classes and receive credit for their work.

Violation of the rules that follow will result in the student being suspended out of school (OSS) AND the remainder of the time in ISS shall be served upon his/her return.

In order to take advantage of the ISS program, the student must abide by the rules and regulations of the ISS Coordinator.

Out of School Suspension (OSS)

Students receiving OSS may not be on school grounds or at school functions for the entire period of their suspension. **Doing so could result in referral to tribunal.**

PARENTS WILL BE NOTIFIED IF THEIR CHILD HAS BEEN GIVEN ISS OR OSS.

Search and Seizure

Delegated school officials may, according to law and board policy, have access to student lockers, automobiles, and personal belongings while on the school campus when there is a reason to suspect that the welfare of students and other personnel may be threatened.

The search shall be made in the presence of at least one witness except in emergency situations or if dangerous or illegal materials are in plain view. Discovery of dangerous or illegal materials shall be reported to the proper authority.