

Forsyth Central
High School



Student Handbook
2016-17





FORSYTH CENTRAL HIGH SCHOOL



EXCELLENCE IN THE THREE A'S
ACADEMICS ARTS ATHLETICS

131 Elm Street, Cumming, Georgia 30040
770-887-8151 Phone
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School Year 2016-17

SUPERINTENDENT OF SCHOOLS

Dr. Jeff Bearden

BOARD OF EDUCATION

Ms. Ann Crow (District 1)
Ms. Kristin Morrissey (District 2), Vice Chairperson
Mr. Tom Cleveland (District 3)
Ms. Darla Light (District 4), Board Chairperson
Ms. Nancy Roche (District 5)

FCHS ADMINISTRATION

Mr. Mitch Young, Principal
Dr. Josh Lowe, Assistant Principal
Mrs. Precilla Saint-Jean, Assistant Principal
Mrs. Robin Sweat, Assistant Principal
Mr. Michel Satterfield, Assistant Principal
Mr. T.J. Miniscalco, Administrative Assistant
Mr. Mike Woodard, Administrative Assistant
Mr. Dan Kaplan, Athletic Director
Mrs. Kelli Schuyler, Advanced Studies/504 Coordinator
Mr. Jim Tozier, Instructional Technology Specialist
Ms. Dawn Hall, Media Specialist
Mr. Rafael Santiago, Head Counselor

SCHOOL MISSION

The mission of Forsyth Central High School is to lead students to become productive American citizens who will solve problems, communicate effectively, and serve selflessly.



Principal's Message

Students,

Welcome to the 2016-17 school year at Forsyth Central! I hope this year will be the most challenging, exciting, and rewarding in your high school career.

The faculty and staff are committed to your success in and out of the classroom, but the key to success is you. Three simple rules, if followed, will help guide you to that success. Be on time - Do your work to the best of your ability - Don't hassle anybody...treat others the way you wish to be treated! These three things will have a huge impact on your high school career. Getting involved in activities outside of the classroom will be your fastest way of getting plugged in.

This student handbook contains valuable information about policies and procedures for Forsyth Central, services offered by the Forsyth County School System, Federal and State policies and procedures, and guidelines for academic success. Please read each section carefully and become familiar with the contents. This booklet, along with the Forsyth County Schools Code of Conduct (6-12), outlines expectations and procedures for this school year. If you have any questions, please let us know.

Best wishes for a great year. Go DAWGS!

Mitch Young
Principal



FORSYTH COUNTY PHILOSOPHY

The Forsyth County School System believes that schools exist for the purpose of guiding learners in the acquisition of fundamental knowledge and basic academic skills. In this light, the schools accept the responsibility for creating an atmosphere which is conducive to learning. Individual differences are recognized, and each student is given as many opportunities as possible within the total program to progress at fulfilling his/her potential. Thus, the schools are committed to improving continuously the educational program, which is centered around short-term and long-term objectives. The objectives are aimed at fulfilling the individual's potential, whether basic, average, or advanced, with emphasis placed upon his/her ability to think, to create, to search for the truth, and to adjust to new ideas and conditions. Students should learn from career education programs what future opportunities might be open to them so that they can begin to direct themselves to enter their chosen careers.

In addition to the usable and salable skills addressed above, it is the belief of the Forsyth County School System that the curriculum should afford opportunities for each student to grow physically, socially, emotionally, aesthetically, and morally, while learning to respect himself or herself and others. The curriculum should guide students toward the constructive use of leisure time.

The Forsyth County School System also recognizes that each school staff member has the responsibility to add continuously to their own personal knowledge and to sharpen professional skills through regular study, active participation in professional organizations, and attendance at all appropriate in-service programs. In order to implement this philosophy, the school staff must be thoroughly competent, concerned about education, understanding of children, and involved in the process of professional growth.

Finally, the Forsyth County School System believes that the school and community should cooperate fully to enhance the student's total development. Thus, students will be given the opportunity to develop an understanding and an appreciation of their American heritage, but they will also be taught to evaluate and criticize constructively in order to improve themselves in a changing world.

ACADEMIC HONORS

Forsyth Central recognizes academic excellence for Underclassmen with All A and A/B certificates, Academic Letters, and Certificates for Highest Averages in each course. These recognitions occur throughout the year and dates are published on the school website. Senior academic excellence is recognized at Senior Scholarship night in May each year.

ACCEL

ACCEL is a joint enrollment, post secondary option program designed for Georgia public high school students. Under **ACCEL** regulations, students may simultaneously receive high school Carnegie unit credit(s) and college credit hours by entering a college on a part-time basis while they complete their senior year of high school. See your counselor for details.

ADVANCED PLACEMENT COURSES

Advanced Placement (AP) is a program of college level courses and exams for secondary school students. AP allows students to enroll in courses that prepare them to take an examination in specific areas. If the score on the AP exam is high enough, students may exempt a college course at certain colleges and universities and receive college credit in others. Students enrolling in AP courses must have an exceptional academic record in the subject area. Important conditions to remember:

1. Students are not assured of passing the AP exam by enrolling in the course;
2. Students must check with colleges and universities concerning the acceptability of AP courses;
3. Students may be required to complete specific assignments during the summer months

For more information on AP classes please talk with your counselor.

ADVISEMENT

The student advisement system is an effort for every student to receive assistance from their advisement teacher in planning a high school program, future options after high school, and to have a contact person with whom to discuss day-to-day school related problems. Advisement meets each Wednesday during Instructional Focus. Each student is also assigned to a counselor who can offer assistance with present and future plans, special needs, and school and/or



personal problems. It is hoped that the advisement teacher/counselor team will help every student realize his/her potential and achieve chosen academic and personal goals.

ANNOUNCEMENTS

The Pledge of Allegiance, Moment of Reflection, and school related announcements will be made each morning. Announcements will be made via the intercom. All announcements for clubs and organizations should be sent to the principal one day prior to the announcement date

ATTENDANCE

Regular attendance is essential to success in school. As permitted under the Georgia compulsory education law and Forsyth County Board of Education policy, students may be excused for the following reasons:

1. Personal illness or attendance in school that endangers a student's health or the health of others.
2. A serious illness or death in a student's immediate family necessitating absence from school.
3. A court order or an order by a governmental agency, including pre-induction physical examinations for service in the armed forces, mandating absence from school.
4. The observance of religious holidays, necessitating absence from school.
5. Conditions rendering attendance impossible or hazardous to student health or safety.
6. A scheduled medical, dental or eye examination of the student.
7. Registering to vote or voting.
8. Visiting with a parent or legal guardian who is in the military service in the armed forces and has been called to duty for or is on leave from overseas deployment to a combat zone or combat support post. The student may be excused for a maximum of 5 days per school year.

Non-school related activities and vacations are considered unexcused.

- **Students shall be counted present when they are serving as a page in the Georgia General Assembly.**
- **Foster care students are to be counted present at school when attending court proceedings related to the student's foster care.**

Non-school related activities and vacations are considered unexcused

Absences: It is the responsibility of the parent(s)/ guardian(s) to contact the school office, by 10:00 a.m. to report the student's absence. **Students must submit a note or parents must fax or e-mail the attendance office within five (5) school days for the student's absence to be considered excused.** Attendance Fax Number: 770-781-2289 or Attendance e-mail: arobinson@forsyth.k12.ga.us. The parent/guardian must write the note, fax or e-mail stating the student's name, the date(s) of absence(s), and the reason for the absence. The principal may require students to present appropriate medical or other documentation upon return to school for the purpose of validating that absences are excused.

If a student accumulates a total of 10 absences (excused or unexcused) during any school year, that student will be required to present a doctor's medical note in order to excuse additional absences for that school year.

In case of extended illness, hospitalization or injury, the parent should apply for hospital homebound service. Hospital homebound service should be applied for immediately when absences of ten (10) days or more are anticipated for the student. Please contact Kim Head, Assistant Principal, for information on Hospital Homebound services.

College Visits: Juniors and seniors may visit colleges during the school year for no more than 4 days per year. The student must bring documentation from the school indicating that the student visited the school. College visitations will be considered field trips as long as the student provides documentation.

Consequences: If a student has excessive absences, early check-outs, and/or late check-ins, the student and/or the parent may be referred to the School Social Worker, Juvenile Court, State Court, and/or Department of Family and Children Services. A parent/guardian who violates the compulsory education law shall be guilty of a misdemeanor and upon conviction thereof, shall be subject to a fine not less than \$25.00 and not greater than \$100.00, imprisonment not to exceed 30 days, community service, or any combination of such penalties at the discretion of the court having jurisdiction. Each day's absence from school is considered a violation.

Any student who has ten or more school days of unexcused absences in the current academic year or ten or more school days of unexcused absences in the previous academic year will be subject to the rules of O.C.G.A. 40-5-22, school attendance and motor vehicle licenses law. In order to be eligible for a license, a student must satisfy the attendance requirements noted above for a period of one academic year prior to the application for an instruction



permit or driver's license. The instruction permit or driver's license will be revoked for a period of one year, if a student has ten or more school days of unexcused absences in an academic year.

Make-up Work:

It is the student's responsibility to turn in make-up work when he or she is absent from school. Parents / guardians and students are encouraged to check itsLearning or contact the teacher to retrieve make-up work. The student has five (5) school days to make up work. The teacher has the discretion to grant a longer period to make up work if there are extenuating circumstances. After 5 days, missing assignments will fall under the late policy described in the Grading Procedures. Summative assignments / projects which are assigned preceding an absence are not included in this policy. Students must be prepared to present such assignments upon return to school or they are expected to submit the assignment electronically on the date it is due.

Late Check-in or Early Check-out: An unexcused late check-in or early check-out is defined as any time a student arrives late to school or leaves school early for a reason other than those defined by the State Board of Education as an excused absence. A combination of three unexcused tardies and early check-outs will be considered one unexcused absence. Students who miss more than half of the time in any class will be considered absent for that class period. When possible, medical and dental appointments should be made outside of school hours. If a student is being checked in or checked out for a doctor's appointment, a physician's note or appointment card is required within 5 school days to be considered excused.

Check-in: Students must sign in through the attendance office when they arrive at school after the first period bell.

Check-out: If it is necessary for a student to check-out early due to illness, the student must be assessed by the school nurse for the absence to be excused. Parents must personally sign their child out. To obtain an Early Check-out Pass, students are responsible for submitting a note to the office before school starts or the parent is required to personally check out the student. Phone calls to check out a student will not be permitted.

COMMUNICATION:

Students and parents/guardians are encouraged to regularly check each of their itslearning courses for information such as lessons, assessments, important dates, etc. Within each course, the teacher maintains a Planner where this information can be found. For information about how to access itslearning, go to <http://www.forsyth.k12.ga.us/itslearning>.

AUTHORITY OF THE PRINCIPAL

The principal is the leader of the school and, in concert with the staff, is responsible for the orderly operation of the school. Principals are granted authority to enforce this Code of Conduct. In cases of disruptive, disorderly or dangerous conduct not covered in this Code, the principal is authorized to undertake corrective measures which he or she believes to be in the best interest of the students and the school, provided such action does not violate law, or a school board policy or procedure.

CAREER, TECHNICAL, AND AGRICULTURAL EDUCATION (CTAE)

Today more than ever, students and young adults are finding that employers are searching for employees with technical skills. At Forsyth Central, students will have the opportunity to study and/or train in the following Career Pathways: Computer Networking, Computer Systems & Support, Marketing & Management, Sports & Fashion Marketing, Biotechnology (STEM Academy), Nutrition & Food Service, Personal Care Services, Teaching as a Profession, Engineering, Engineering (STEM Academy), and Transportation Logistical Support & Operations. By taking advantage of these vocational offerings and the academic courses, no student should leave FCHS without being equipped with entry-level skills in multiple occupational areas. By carefully selecting and combining the vocational and academic programs, students will find themselves in a more competitive position for those technical job openings. See your counselor for details.

CTAE Work-Based Learning: Juniors and seniors are given the opportunity to be in Work Based Learning programs. Each student must get prior approval from the respective coordinators in the semester preceding enrollment in that program. All school policies and procedures apply to work students.



CLASS RINGS

Class rings are ordered in the fall/spring of the junior year. Only students who have eleventh grade status at the time may order rings. Announcements of the dates and times for class ring orders will be made via the morning announcements, Forsyth Central website, and / or handouts provided by the class ring company.

CONFERENCES

Parent/teacher conferences may be scheduled with any staff member by contacting the school counselor to schedule an appointment. A 24-hour advance notice is required.

COUNSELING

Resources: Computers, software, catalogs and printed materials are located in the counseling suite. The following resources are available:

1. College Catalogs, Applications & Scholarship
2. Military Academy Information
3. SAT/ACT registration & preparation materials
4. Personal/social/emotional/academic resources

Services Available: A sequential and comprehensive counseling program is available to all students. Counselors provide:

1. Academic Guidance & Interpretation of Test results
2. Post-Secondary Planning
3. Classroom Guidance
4. Individual & Crisis Counseling
5. Orientation Activities
6. Parent Informational Sessions & Community Outreach
7. Small Group Counseling

Transcripts/Report Cards/Replacement Schedules Fees:

1. Replacement Schedules or Replacement Report Cards \$3.00
2. Health Immunization certificates for Georgia colleges \$3.00
3. Transcripts for College Applications & Scholarships \$3.00

Counseling Department

Forsyth Central is fortunate to have an outstanding counseling department. Students are assigned a counselor alphabetically by last name using the following:

- Ashley Kozee **A through Dixon**
- Leila Fondo **Doedens through Justice**
- Kyleigh Swanburg **Kallam through Ohrstrom**
- Grace Savage **Olivio through Strand**
- Rafael Santiago **Strange through Z and all ESOL**
- Counseling Secretary: Linda Alexander
- Registrar/Data Clerk: Brenda Hamilton

For more information on the counseling department and available resources, please go to the Forsyth Central Website, click on student services and then click on counseling.

DELIVERIES

Deliveries of any kind (flowers, food, etc.) will not be accepted during the school day.



DISCIPLINE

Conduct: Please refer to the Forsyth County Schools Code of Conduct (6-12) handout for rules and regulations concerning disciplinary procedures for the 2016-17 school year. The Code of Conduct information will be provided to each student during the first week of school or upon enrollment at Forsyth Central during the school year.

Discipline Records: **In compliance with the No Child Left Behind Act, the Forsyth County School System will facilitate the transfer of discipline records to any public or private school in which a student is enrolled or seeks, intends, or is instructed to enroll on a full- or part-time basis in the school.**

Gateway Academy: Gateway Academy provides a structured alternative learning environment for Forsyth County students in grades 6-12 who have been placed on long term suspension from their base school program. The program is designed to focus on the remediation of behavioral issues that frequently interfere with the learning process. The goal at the Gateway Academy is to prepare each student for a successful return to the base school and ultimately, to graduate. Emphasis is placed on goal setting and problem solving methods to help students make good choices. Study skills and organizational skills are also stressed. Gateway Academy students will receive academic instruction in core subjects and a limited number of electives while the negative behaviors are being confronted and addressed. Because of the time lost away from the regular academic track at the base school, parents and students need to realize that the student may not be able to graduate on time. Students are referred to Gateway Academy through a tribunal process, but must be accepted by the Gateway administration following a parent, student, principal conference held during orientation. The student and parent/guardian must attend orientation prior to attending Gateway Academy and will be asked to sign a contract agreeing to comply with the rules and regulations. The students will begin school the day following orientation. There are very rigorous expectations of all Gateway students that include wearing school uniforms, following a strict code of behavior and submitting to periodic, random drug screening. Random searches may also be conducted. There is no bus transportation provided to Gateway except that which is required through an Individual Educational Plan.

Prohibited Articles:

- Knives, guns or weapons of any type
- Tobacco, Lighters, Matches, Electronic Cigarettes
- Controlled substances (alcohol, drugs, etc.)
- Water guns, water bottles, etc.
- Rubber bands
- Any item(s) that can disrupt the educational process
- Any item(s) that could be potentially dangerous such as spiked wristbands, wallet chains, etc.
- Skateboards
- Playing cards or other gambling devices
- Laser pointers/key chains w/ laser pointers

DISCRIMINATION/HARASSMENT REPORTING

FCS does not discriminate on the basis of race, color, religion, national origin, age, disability or gender in employment decisions or educational programs and activities, including its athletic programs. Any student, employee, applicant for employment, parent or other individual who believes he or she has been subjected to harassment or discrimination by other students or employees of the school district based upon any of the factors listed above should promptly report the same to the principal of the school or the appropriate coordinator as listed below, who will implement the board's discriminatory complaints or harassment procedures. Students may also report harassment or discrimination to their school counselor. Equity coordinators for the school system are:

Title VI

Todd Shirley (Students)
Cindy Salloum (Personnel)

ADA and 504

Sarah Taylor (Students);
Cindy Salloum (Personnel)

Community Based Work Programs

Valery Lowe

Title IX

Todd Shirley (Students)
Cindy Salloum (Personnel)

Gender Equity

Cindy Salloum (Students)



Equity coordinators may be contacted at the Forsyth County Board of Education and Professional Development Center, 1120 Dahlenega Highway, Cumming, Georgia 30040, 770.887.2461. Students and employees will not be subjected to retaliation for reporting such harassment or discrimination. A copy of the discriminatory complaints procedure under Forsyth County School District Policy GAAA/JAA (Equal Opportunity/Discriminatory Complaints) or under Policy IDFA (Gender Equity in Sports) is located in the school district policy manual that is available at www.forsyth.k12.ga.us/boe > policies and procedures.

Equity: FCS does not discriminate on the basis of race, color, religion, national origin, age, disability, or sex in any of its employment practices, educational programs, child feeding program or any other service or activity. It is the policy of the Forsyth County Board of Education to comply fully with the requirements of Title VI, Title VII, Title IX, and Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act and all accompanying regulations. Any student, employee, applicant for employment or other person alleging a violation shall promptly notify the principal or the designated school system coordinator.

Harassment: The school district forbids sexual, racial and other harassment of all employees and students while at school, in the work place or at any school event or activity. Any student, employee, applicant for employment or other person alleging a violation shall promptly notify the principal or the designated coordinator for the school system.

EXAM EXEMPTION:

Students may be exempt from the final exam at the end of a course (semester or year long), with the exception of required tests such as End of Course Tests, Advanced Placement, etc., if they have a grade of 90 or above.

EXTRACURRICULAR ACTIVITIES

Extracurricular activities sponsored by FCHS are available to all students who meet the criteria below. Some clubs/activities may have additional membership criteria. See the FCHS website for a listing of all extracurricular activities (athletic teams, clubs, etc.) including sponsors/coaches.

Eligibility For Participation In Interscholastic Activities sponsored by GHSA (Georgia High School Association). A detailed explanation can be found at www.ghsa.net Click on 2015-2016 Constitution and By-Laws.

1. To be eligible to participate, practice, and/or try-out in interscholastic activities, a student must be academically eligible according to Georgia High School Association rules.

Students must **accumulate Carnegie units towards** graduation according to the following criteria:

(a) **First-year students** (entering 9th grade) are eligible academically. Second semester **first-year students** must have **passed courses carrying at least 2.5 Carnegie units** the previous semester in order to participate. With our seven period schedule, this translates into passing five (5) classes the previous semester.

(b) **Second-year students** must have **accumulated five (5) total Carnegie units** in the first year, **AND passed courses carrying at least 2.5 Carnegie units** in the previous semester. With our seven period schedule, this translates into passing five (5) classes the previous semester.

(c) **Third-year students** must have **accumulated eleven (11) Carnegie units** in the first and second years, **AND passed courses carrying at least 2.5 Carnegie units** in the previous semester. With our seven period schedule, this translates into passing five (5) classes the previous semester.

(d) **Fourth-year students** must have **accumulated seventeen (17) Carnegie units** in the first three years, **AND passed courses carrying at least 2.5 Carnegie units** in the previous semester. With our seven period schedule, this translates into passing five (5) classes the previous semester.

(e) Students may accumulate the required Carnegie units for participation during the school year and eligibility will be reinstated at the beginning of the next semester.

1. **ADVISORY NOTICE:** A student must be enrolled in grades 9-12 at the school in which they seek eligibility; home school students are not eligible for participation.
2. A student must not have reached his or her 19th birthday prior to May 1st preceding the year of participation.



3. An annual physical examination and insurance waiver must be on file at the school prior to participation in any try-outs, practices or games.
4. A student coming in from another school must have a “bona fide move” by the entire family unit, or sit out one calendar year from the date of enrollment before participating in any varsity activity.

FERPA / PPRA

NOTICE TO PARENTS/GUARDIANS AND ELIGIBLE STUDENT OF RIGHTS UNDER THE FAMILY EDUCATIONAL RIGHTS PRIVACY ACT (FERPA) AND THE PROTECTION OF PUPIL RIGHTS AMENDMENT (PPRA):

Under the Family Educational Rights and Privacy Act (20 U.S.C. 1232g) (the “Act”), parents/guardians have a right to:

1. Inspect and review, within 45 days of a request, the education records of a student who is their child, or in the case of a student who is eighteen (18) years of age or older, or those who are emancipated, their own education records. Parents/guardians or eligible students should submit to their principal a written request identifying the record(s) they wish to inspect. The principal will make arrangements for access and provide notice of such arrangements.
2. Request the amendment of the student’s education records to ensure that they are not inaccurate, misleading, or otherwise in violation of the student’s privacy or other rights. To request the school district to amend a record, parent/guardian or eligible students should write the school principal, specify the part of the record they want changed, and specify why it is inaccurate, misleading, or otherwise in violation of the student’s privacy or other rights. If the district decides not to amend the record, it will notify the parent/guardian or eligible students of the decision and inform them of their right to a hearing. Additional information regarding the hearing procedure will be provided with the notification of the right to a hearing.
3. Consent to disclosures of personally identifiable information contained in the student’s education records, except to the extent that the Act and the regulations promulgated pursuant to the Act authorize disclosure without consent. One exception which permits disclosure without consent is to school officials with legitimate educational interest. A school official is a person employed by the district as an administrator, supervisor, instructor, or support staff member; a member of the school board; a person with whom the district has contracted to perform a specific task (such as attorney, auditor, or therapist); or a parent or student serving on an official committee (such as a disciplinary or grievance committee). A school official has a legitimate educational interest if the official needs to review an educational record in order to fulfill his/her professional responsibility. Upon request, the school district forwards educational records without prior consent to another school in which the student seeks or intends to enroll.
4. File with the United States Department of Education a complaint under 20 S.F.R. 99.64 concerning the alleged failures by the Forsyth County Board of Education to comply with the requirements of the Act or the regulations promulgated there under. The name and address of the Office that administers FERPA is: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, D.C. 20202-4605.

FERPA Directory Information Notice:

FCS has designated the following information as directory information:

1. Student’s name, address and telephone number;
2. Student’s date and place of birth;
3. Student’s participation in official school clubs and sports;
4. Weight and height of student if he/she is a member of an athletic team;
5. Dates of attendance at FCS; and
6. Awards received during the time enrolled in FCS.

Unless a parent/guardian or eligible student, request otherwise, this information may be disclosed to the public upon request. In addition, two federal laws require school systems receiving federal financial assistance to provide military recruiters or institutions of higher learning, upon request, with the name, address, and telephone numbers unless parents/guardians have advised the school system that they do not want their student’s information disclosed without their prior written consent. Parents/guardians have the right to refuse to allow all or any part of the above information to be designated as directory information and to refuse to allow it to be disclosed to the public upon request without your prior written consent. If parents/guardians wish to exercise this right (Opt-Out), they must notify the principal of the school, in writing, within 10 days of the first day of school or of their enrollment date.



Parents/guardians are also notified that from time to time students may be photographed, video taped, or interviewed by the news media at school or some school activity or event; unless a parent/guardian objects in writing to their student being photographed video taped or interviewed, to the principal of the school where their student is enrolled. Parents/guardians must notify the principal of their objection by the date specified above. The principal will take reasonable steps to control the media's access to students. However, parent/guardian submission of a written objection does not constitute a guarantee that their student will not be interviewed in circumstances which are not within the knowledge or control of the principal.

Protection of Pupil Rights Amendment (PPRA) Notice:

No student shall be required to submit to a survey, analysis, or evaluation that reveals information concerning:

- Political affiliations or beliefs of the student or the student's parent;
- Mental or psychological problems of the student or the student's family;
- Sex behavior or attitudes;
- Illegal, anti-social, self-incriminating, or demeaning behavior;
- Critical appraisals of other individuals with whom respondents have close family relationships;
- Legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers;
- Religious practices, affiliations, or beliefs of the student or student's parent; or
- Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program), without prior written consent of the parent or eligible student.

A parent/guardian of a student may, upon request, inspect any survey created by a third party containing one or more of the items listed as (1) through (8) above before the survey is administered or distributed by a school to a student and may choose to opt the student out of participation in the survey. The Superintendent shall develop procedures for: (1) granting a request by a parent/guardian for reasonable access to such survey within a reasonable period of time after the request is received, and (2) making arrangements to protect student privacy in the event of the administration or distribution of a survey to a student containing one or more of the items listed as (1) through (8). The requirements of PPRA do not apply to a survey administered to a student in accordance with the Individuals with Disabilities Education Act (IDEA).

A parent/guardian of a student may, upon request, inspect any instructional material used as part of the educational curriculum for the student. The Superintendent shall develop procedures for granting a request by a parent/guardian parent for reasonable access to instructional material within a reasonable period of time after the request is received.

Parents/guardians shall be notified prior to the administration of physical examinations or screenings that the school may administer to students. This notice shall offer the parent/guardian the opportunity to opt the student out of any non-emergency, invasive physical examination or screening that is (1) required as a condition of attendance; (2) administered by the school and scheduled by the school in advance; and (3) not necessary to protect the immediate health and safety of the student, or of other students.

The parent/guardian parent of a student shall be notified prior to the commencement of activities involving the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information (or otherwise providing that information to others for that purpose). Such notice shall offer the parent/guardian the opportunity to inspect, upon request, any instrument used in the collection of such information before the instrument is administered or distributed to a student and to opt the student out of such activities. The Superintendent shall develop procedures that: (1) make arrangements to protect student privacy in the event of such collection, disclosure, or use, and (2) grant a request by a parent/guardian for reasonable access to such instrument within a reasonable period of time after the request is received.

FOOD AND DRINK

With the exception of bottled water, food and drink are to be consumed in the lunchroom only. Food and drinks are not allowed in other areas of the buildings. These items will be confiscated and a consequence may be assigned. Snack and drink machines can ONLY be used before and after school or between classes.

GOVERNOR'S HONORS PROGRAM

The Governor's Honors Program is a four-week summer school program available for selected, rising eleventh and twelfth grade students. Students should contact their counselor/teacher for details about this program.



GRADUATION ITEMS

Invitations, Caps, Gowns and Graduation Information: Information for seniors on ordering Graduation Announcements and Caps & Gowns will be posted on the Forsyth Central website, announced during the year on announcements, and distributed through flyers and handouts. Orders for graduation-related items are placed through the senior sponsor(s). The purchase from the school's representative of Cap, Gown and Tassel is required to participate in the graduation ceremony. The student will pay for these items when the order is placed. Students who graduate early are responsible for getting their orders in and picking up their materials. The school cannot be responsible for calling early graduates each time for ordering and picking up; dates and times will be listed on the Forsyth Central website. Also, early graduates are welcomed to call the school for updated information. Any problems encountered with orders must be addressed by the student/parent directly to the company. **Seniors must follow school rules and attend all graduation practices in order to participate in the graduation ceremony**

GRADUATION REQUIREMENTS

Year Entered 9th: 2008 and subsequent years	
Courses—See Course Digest for Specifics	Units Requirements
Language Arts	4
Mathematics	4
Science	4
Social Studies	3
Health/Personal Fitness	1
Career Tech and/or Modern Language/Latin and/or Fine Arts	3
Additional Elective	4
Total Units (Minimum)	23

- Students with disabilities who take and pass Mathematics 1/ Coordinate Algebra in conjunction with a mathematics support class and Mathematics 2 / Analytical Geometry in conjunction with a mathematics support class upon determination through the Individualized Education Plan process may meet diploma requirements by completing Mathematics 3 or its equivalent for a total of 3 math credits. Completion of 3 units of math may not meet mathematics admission requirements for entrance into a University System of Georgia institution or other post-secondary institution without additional coursework.
 - The fourth science unit may be used to meet both the science and elective requirements.
 - All students are encouraged to earn two units of credit in the same modern language/Latin. Students planning to enter or transfer into a University System of Georgia institution or other post-secondary institution must take two units of the same modern language/Latin.
- A. **EOC: Georgia Milestone Assessments** – state test given at the end of 9th Lit, American Lit, Math I / Coordinate Algebra, Math II / Analytical Geometry, Physical Science, Biology, US History, and Economics – counts 20% of final grade.
 - B. **High School Diploma** - the document awarded to students certifying that they have satisfied attendance requirements, unit requirements and the state assessment requirements.
 - C. **High School Certificate** - the document awarded to pupils who have earned the 23 required units, but have not passed all assessments required for graduation
 - D. **Special Education Diploma** - the document awarded to students with disabilities assigned to a special education program who have not met the state assessment or who have not completed all of the requirements for a high school diploma but who have nevertheless completed their Individualized Education Programs (IEP).

Honor Graduates: To be considered an honor graduate, a student must have a cumulative grade point average of 3.5 or higher through the second semester of his/her senior year. (Refer to Grade Point Average Section)



GRIEVANCE PROCEDURE

Most concerns of students and parents can and should be resolved by honest and open communication among the teacher, administrators, students, and parents.

A student and his or her parents or legal guardian has the right to appeal any decision made by the school in regard to the student's education or disciplinary action. If a problem arises, the student should first discuss the matter with his or her teacher or guidance counselor. If needed, the counselor will facilitate a conference with the student, parents, and teacher. If the matter remains unresolved, then the student should talk with an administrator at Forsyth Central. All matters not settled at the school level may be referred to the central office for resolution.

If the need arises for a formal complaint from parents, we will follow these procedures:

1. A copy of the "Public Complaints Form" must be completed and signed by the person initiating the complaint. This form is available from the school principal.
2. Complaints should be returned to the school principal.
3. Parents should keep a copy of the form for their records.
4. The school principal or appropriate supervisor will investigate the situation, attempt to resolve the problem and communicate with the parents. A copy of the complaint and action taken will be filed with the appropriate administrator in the central office.
5. Issues not resolved at the principal or supervisory level may be appealed to the appropriate administrator at the central office.
6. Issues not resolved at the administrative level may be appealed to the Superintendent.

HALL PASSES

Students are not permitted in the halls during class periods unless they are accompanied by a teacher or have a valid hall pass in their possession. Individual teacher passes and hall pass lanyards are provided each year. Students in the hallway unaccompanied by a teacher or without a valid hall pass are subject to disciplinary action.

HARASSMENT

The school district forbids sexual, racial and other harassment of all employees and students while at school, in the work place or at any school event or activity. Any student, employee, applicant for employment or other person alleging a violation shall promptly notify the principal or the designated coordinator for the school system.

HONOR CODE

The Forsyth Central community believes that a spirit of trust among all stakeholders is essential. Personal integrity, honesty, and respect are critical in everything we do. Students are expected to conduct themselves in an ethical manner in all thoughts, words, and deeds related to their academic work, interaction with faculty, staff, and other students, and uphold the ideals of Forsyth Central's Honor Code. Cheating, plagiarism, and falsification of any kind will not be tolerated and are subject to disciplinary action.

HOPE SCHOLARSHIP

The HOPE Scholarship Program offers a graduating senior a percentage of tuition and book fees if attending a public Georgia college, university, or technical school and some eligible private post-secondary institutions. In order to qualify, students graduating under the single diploma type must have a 3.0 GPA as calculated by GSFC. Eligibility varies depending upon year of graduation. See your counselor for details. Visit www.gacollege411.org for more details.

HOSPITAL-HOMEBOUND SERVICES

If a student should need to be absent from school for more than 10 consecutive school days because of serious illness or an accident, arrangements may be made to provide instruction at home. In accordance with state rule 160-4-2.31 Hospital/Homebound Services, students with absences due to psychiatric/emotional disorders, as defined in the latest edition of the Diagnostic, and Statistical Manual (DSM), may be eligible for hospital-homebound instruction. It is the responsibility of the parent/guardian to request homebound instruction as soon as possible. An application for services supported by a doctor's recommendation will be required. The application and supporting documentation are submitted to the Principal of the school. To begin the Hospital Homebound process, parents should contact their child's counselor.

INSURANCE

Students participating in intramurals, band, cheerleading, and/or any athletic activities must have proof of insurance or a signed family waiver and a doctor's physical on file.



LOCKERS

Lockers are the property of Forsyth Central High School and may be searched at the discretion of school officials. Lockers should remain locked at all times and must be locked with school furnished locks. The school is not responsible for theft. Students may rent lockers on a yearly basis for \$10.00. The student in whose name the locker is rented is held responsible for the condition and the contents of the locker. Damage fees will be assessed based upon inspection of the locker. \$10.00 will be charged for lock replacement unless the lock is built-in. Lockers are not required, but students are not allowed to carry book bags, back packs, or gym bags (other than small “cinch bags”) on campus at any time during school hours. Students may not share lockers. Violations of the book bag, back pack, etc. policy will result in disciplinary action.

LOST AND FOUND

Students who find lost or misplaced articles are asked to take them to the EAST or WEST Campus front office where they can be claimed by the owner.

MEDIA CENTER

The Media Center is an active part of the school’s educational program. It is open from 7:45 AM until 4:00 PM each day. Media Center staff can assist you by: providing reference services, providing instruction in the use of reference materials and various computer databases /software programs, audio visual equipment, and reserving books for special assignments. You may obtain a media center pass from the classroom teacher for whom you have an assignment or you may visit the media center when you have the opportunity. Books are checked out for two weeks and may be renewed. Fines for overdue books are \$.10 per school day for all books in general circulation. No fine will exceed \$5.00 per book. ISS will be assigned for failing to respond to Media Center notices for fines and overdue books. Students must pay for lost or damaged books. For additional information feel free to contact the media center staff.

MEDICATIONS/NURSE

Students must report to the school nurse for any illnesses, accidents, etc. during the school day. The nurse will evaluate the student and determine the extent of the illness or injury. If the nurse determines that the student should go home, the nurse will contact parents or guardians. Students are not allowed to contact parents for permission to leave school due to an illness or injury.

All medications (prescription and nonprescription) must be brought to school by the parent/ guardian. No student will be allowed to bring medications to school. Students may not have medication in their possession, except with a physician’s order for emergency situations only. Medications brought in bags or other unmarked containers will not be given. Prescription medication must be in the pharmacy container labeled with the child’s name, date, name of medication, name of prescribing physician, time(s) the medication is to be given and name of pharmacy filling the prescription. Please ask the pharmacist to provide two labeled prescription bottles so that parents/guardians have one bottle at home and one at school. Do not send medication to the school that needs to be given only once daily or two/three times a day unless the physician specifically states a time during the school day for the medication to be given. If medication can be given at home, please do so.

Parents/guardians must provide specific instructions (including drugs and related equipment) to the nurse. It will be the responsibility of the parent/guardian to inform the school of any changes in pertinent data. A “Request for Administration of Medication” form must be completed by the parent/guardian. **New medications will not be given unless a new form is completed.** The bottom portion of the form is to be completed by the physician for **ANY** long-term medication (more than two weeks.) The form may be brought to the school by the parent or faxed by the parent or physician. Due to the risk of Reye’s Syndrome in children under the age of 18, the school will require a physician’s signature in order to give any aspirin-containing medications including Aspirin, Pepto-Bismol, and Excedrin. Due to the risk of choking, students may not bring cough drops. All medications, herbals, and supplements must be approved by the U.S. Food and Drug Administration and appear in the U.S. Pharmacopeia.

MESSAGES

Messages from parents to students will only be taken in emergencies.

NATIONAL HONOR SOCIETY

Selection to the National Honor Society is a privilege, not a right. Students do not apply for membership in the National Honor Society; instead, they provide information to be used by the local selection committee to support their candidacy for membership. Membership is granted only to those students selected by the Faculty Council in



each school. *This is not an election, nor is membership automatically conveyed simply because a student has achieved a specified level of academic performance.* Students must demonstrate outstanding performance in **Scholarship, Leadership, Service and Character**. Candidates must have a cumulative GPA of **3.8** as of the first semester of their Junior Year. Candidates are required to give evidence of service and leadership in the school and in the community. Candidates must give evidence of service, leadership and involvement in a minimum of two different areas, and they must give evidence of three different areas in at least one aspect of their school or community involvement. *The entire FCHS faculty will evaluate candidates as to their character and leadership within the school.* A Faculty Council, appointed annually by the principal, reviews each candidate and makes the final decisions as to membership in NHS. After academic criteria have been established, the Faculty Council will direct its attention to the remaining three criteria. In order to ascertain the degree to which a student candidate meets the selection criteria, the Council will review a **Student Activity Information Form** on each candidate. **Students, who have the necessary academic credentials, must also be strong in all of the non-scholastic criteria. The quality of activities will carry more weight than quantity (e.g. Recognition & Awards—Category D: “Who’s who, Certificates for GPA will not be considered as quality recognition).**

According to the national guidelines established by NASSP, the Faculty Council proceedings are confidential. The Faculty Council is the final decision maker and reserves the right to deny membership to a student, even if he or she meets all the designated criteria. The advisors of NHS (Counselors) are not voting members of the Faculty Council; they are considered ex officio members only.

NEWSPAPER

FCHS has an electronic newspaper published by the Computer Technology classes. All articles must be approved by the administration before publication and distribution.

OFF LIMIT AREAS OF CAMPUS

1. Teachers’ workroom, lounge, equipment rooms, etc.
2. Parking lots during school hours - Students must enter the building in the morning immediately upon arrival. (Students should not wait in their cars for the morning bell.)
3. Vending machines during class time.
4. The field house, gymnasium, and stadium are not to be used by students unless they are involved in a P.E. activity that requires it. No other classes should be carried to this area. After school activities in this area must be adult supervised.

Students arriving on campus before the first bell must report to the appropriate, designated area (cafeteria/lunch break area). No students will be allowed in the main building before the first bell unless prior approval from a faculty member has been given.

PARENT NOTICE OF TEACHER QUALIFICATIONS

Forsyth County Schools informs parents/guardians that they may request information about the professional qualifications of their student’s teacher(s). The following information may be requested:

1. Whether the teacher has met the Georgia Professional Standards Commission requirements for certification for the grade level and subject areas in which the teacher provides instruction;
2. Whether the teacher is teaching under an emergency or other provisional status through which Georgia qualifications or certification criteria have been waived;
3. The college major and any graduate certification or degree held by the teacher;
4. Whether the student is provided services by paraprofessionals, and if so, their qualifications.

If parents/guardians wish to request information concerning their child’s teacher’s qualification, contact the Human Resources Department at 770.887.2461 [Section 1111(h)(6)]

PARKING

Parking is a privilege that is offered to the students of Forsyth Central High School for a nominal fee. In order to qualify for a permit, one must have a valid Class D Georgia driving license and must abide by all rules/regulations associated with student parking. Parking permits are sold by the year for a one-time per year cost of \$105.00. Permits will be sold at the beginning of the year and as space becomes available. The school is not responsible for theft and/or vandalism of vehicle. Remember, driving/parking is a privilege, not a right.

To drive and park on campus, you must meet the following conditions:

Have a valid Class D Drivers' License; Purchase and properly display the FCHS parking permit; Observe a speed limit of 10 mph / Obey all traffic rules on campus; Proof of proper state required insurance; Operate your vehicle in a safe and orderly manner; Park in your designated assigned space; Refrain from loitering around/sitting in parked



vehicles; Obtain administrative permission to return to your vehicle for any reason during the school day; Maintain a good attendance/discipline record; Not allow another student to use your parking permit. The parking lots are school property. Therefore, you must abide by all county and school conduct rules. Refrain from the use and/or possession of tobacco, alcohol, drugs or related paraphernalia (see discipline policy); Maintain a good attendance/discipline record; Not allow another student to use your parking permit. Unauthorized or illegally parked vehicles may be booted or towed without further notice. Boot Fee is \$40.00 to remove.

NO REFUND FOR REVOKED PARKING PERMITS

Teenage Driver Curfew: Georgia law (O.C.G.A.§40-5-24) prohibits Class D licensed drivers from driving on public roads, streets or highways between the hours of 12:00 Midnight and 6:00 a.m. It is the responsibility of individual students, to be informed as to the terms and conditions which currently exist or may be imposed upon driver's licenses issued by the State of Georgia, and to comply with such terms and conditions. It is not the responsibility of the Forsyth County Board of Education, its board members, employees or agents to either inform students of such terms or conditions, or insure compliance with the laws of this State.

PERSONAL PROPERTY

Cameras, expensive watches, and large sums of money **should not** be brought to school. Missing items should be reported at once to the teacher and office. **Lockers should be locked at all times.** Valuables, purses, wallets, and other items subject to theft should be locked in the school locker or gym locker provided students by FCHS. **The school will not assume the responsibility for any stolen items.**

P.E. UNIFORMS

A school PE uniform is **REQUIRED** in all physical education classes. The shirt and shorts will be on sale at the beginning of the year during all Physical Education classes. Cost for uniforms is \$25.00.

PROM - JUNIOR / SENIOR

Only current eleventh or twelfth grade students at FCHS (and their dates) are permitted to attend prom. All students attending Prom are required to purchase a ticket. **No refunds are given for prom tickets.** Anyone attending the prom and not a student at FCHS must be a date of a currently enrolled student. Only junior/senior students who are currently attending FCHS have permission to attend the prom without a date. **The Administration reserves the right to approve or disapprove those students wishing to attend the prom. All provisions of the FCS Code of Conduct apply to Prom.**

RESIDENCY REQUIREMENTS AND ADDRESS CHANGES

Proof of residence is required when a student initially enrolls in a school, when entering grades K, 6 and 9, and whenever indication of a change of residence occurs. Change of Address forms are available at the school or at www.forsyth.k12.ga.us/registration

In the event of an address change, the Registration Center staff, principal or principal's designee shall accept the following records as proof of residency:

1. A current utility bill (gas, electric, water, telephone, or cable) *and* a current and valid lease or rental agreement. Records must include the name and address of the parent/guardian.
OR
2. A current utility bill (gas, electric, water, telephone, or cable) *and* one of the following documents establishing home ownership – deed, **closing statement, mortgage statement, or property tax statement.** Records must include the name and address of the parent/guardian.
OR
3. A FCS Affidavit of Residency, if a parent/guardian is unable to provide the records listed above. The notarized affidavit shall be completed and signed by the parent/guardian, as well as the legal owner or landlord of the property where the student and parent/guardian reside. The affidavit will be in effect until the parent/guardian provides proof of residence as required by the Forsyth County Board of Education, but no longer than the end of the current school year.

A school system representative may visit the address given by any parent/guardian to verify residency.



A family that rents a home in Forsyth County, while owning a home in another county, solely for the purpose of providing residence for their children to attend school in Forsyth County will be considered in violation of this policy. Students who are illegally enrolled shall be immediately withdrawn. Violations of this policy may be pursued in court.

In cases of separation or divorce, the student will be deemed a resident of the parent/guardian who is indicated in legal agreement or the court's final decree to have physical custody. In cases of joint physical custody by parents, the student will be deemed to be a resident with the parent/guardian with whom the student resides overnight during the majority of the school week.

RESPONSIBLE USE GUIDELINES FOR FORSYTH COUNTY SCHOOLS' COMMUNITY

The mission of Forsyth County Schools (FCS) is to prepare and inspire all students to contribute and excel. The district provides ongoing student instruction that develops graduated digital citizenship for using technology as a tool to achieve this mission. Information and Communication Technology is an integral part of FCS' curriculum across subjects and grades in developmentally appropriate ways, and it is aligned to the competencies listed in the district's

Learner Profile which include: seek knowledge and understanding; think critically and solve problems; listen, communicate and interact effectively; exhibit strong personal qualities; and engage and compete in a global environment.

I understand that using digital devices (whether personal or school owned) and the FCS network is a privilege, and when I use them according to the Responsible Use Guidelines I will keep that privilege.

All members of Forsyth County Schools' community agree to follow the Forsyth County Schools Code of Conduct, school rules and commit to the following responsible use guidelines.

I will:

- Use digital devices, networks and software in school for educational purposes and activities.
- Keep my personal information (including home/mobile phone number, mailing address, and user password) and that of others private.
- Show respect for myself and others when using technology including social media.
- Give acknowledgement to others for their ideas and work.
- Report inappropriate use of technology immediately.

The Responsible Use Procedure will be reviewed each school year together with students and teachers and will provide a springboard for teaching and learning around topics such as Internet safety, digital citizenship and ethical use of technology.

** Developed based on Responsible Use Procedures of Canyon County Schools and the Holy Spirit Roman Catholic Separate Regional Division.*

RESTROOMS

Students are expected to help keep the restrooms clean and should not write on the walls or damage the facilities in any way. Restrooms are not for loitering. ***Tobacco is not permitted any place on school property.***

SAFETY AND HEALTH

Campus Crime Stoppers: Students are encouraged to report information about weapons, drugs, threats of violence or other dangerous or harmful situations to the principal, an assistant principal, a teacher or another trusted adult. Anonymous TIPS can also be reported to FCS' Crime Stoppers by one of three ways.

- ANONYMOUS TEXT message to "crimes" (274637) and begin your message with "FCSS."
- ANONYMOUS Web tip at www.forsyth.k12.ga.us/crime
- Call the ANONYMOUS tip line at 770-205-4625

Anonymous reports can also be made by calling the State of Georgia School Safety Hotline Number, 1-877-SAY-STOP (1-877-729-7867). Callers will not be asked to reveal their identity.



Communicable Disease:

A child is not to return to school until fever, diarrhea and/or vomiting have stopped **for a full 24 hours**, without the aid of medication. Prescribed antibiotic medications for communicable diseases are to be given for 24 hours prior to return.

Discipline Records:

In compliance with the No Child Left Behind Act, FCS will facilitate the transfer of discipline records to any public or private school in which a student is enrolled or seeks, intends, or is instructed to enroll on a full- or part-time basis in the school.

Emergency Evacuation of Campus: In the event of a crisis situation that requires the evacuation of the school campus, students and staff will be transported to a safe, secured site. As soon as the safety and security of students is assured, traffic control is established and checkout preparations are made, parents/guardians will be notified as described above about family reunification procedures.

Emergency Notification to Parents: Parents/guardians are requested to make arrangements in advance for taking care of their children when schools are closed for emergency reasons. The plans should include arrangements for school closings, delayed openings and early dismissals.

FCS closings will be announced on the local and metro broadcast media outlets, the school system website, www.forsyth.k12.ga.us, and on the automated voice service at (770) 887-2461. Subscribers to FCS' newsletters will also receive an email notifying them on closings or delays.

- **School Closing and Delayed Opening Information:** School closings or delays will be announced as described above before 5:30 a.m. If school opening is delayed, please follow the same routine/schedule as normal, but push back the start time by two hours. On delayed days, breakfast is not served, lunch will be served and school will dismiss at the regular time.
- **Early Dismissal Information:** Early dismissals will be announced as described above. In the event of inclement weather, notification will be as soon as the decision is made. In the event of a school crisis, parents/guardians will be notified after the safety and security of students is assured.

Emergency Response to Life Threatening Asthma or Allergic Reactions: FCS partners with District II Public Health to implement a program for the emergency response to life threatening asthma or systemic allergic reactions (anaphylaxis). Designated school staff members are trained to assess the clinical signs, call 911 and administer the medications (benadryl, epinephrine injection or nebulized bronchodilator). The student must be transported to the nearest emergency room for evaluation and treatment.

False Public Alarms: Bomb and other terroristic threats, fire alarms and prank 911 calls will not be tolerated. Consequences will include a parent/guardian conference, immediate suspension, referral to law enforcement, and referral to a disciplinary tribunal hearing. If found guilty by a tribunal, the student is also subject to expulsion, long term suspension and restitution. The tribunal will impose restitution for all expenses incurred for lost instructional time and the restoration of the instructional process. Restitution may include but will not be limited to costs for: salaries, transportation, food and water, care for the handicapped, phone and other communication, laboratory work and any other legitimate expense incurred in the restoration of the normal educational operation of the school and the school system.

Fitness Assessment:

As a result of Georgia House Bill 229 (also known as the S.H.A.P.E. Act) starting in February 2012, students in grades 1-12 will participate in a state-wide fitness assessment. High school students enrolled in physical education classes will have height/weight measured and they will participate in four fitness assessments. At the end of the school year, parents of students assessed on the fitness tests will receive a formal report of their child's fitness assessment performance. The areas of health related fitness include: cardiovascular endurance, muscular strength and endurance, flexibility and body composition. The following FITNESSGRAM tests will be used to measure the various areas of health-related fitness: 1) *PACER or 1 mile run* (Cardiovascular); 2) *Push-Up* (Upper Body Strength); 3) *Curl-Up* (Abdominal Strength); 4) *Back-Saver Sit and Reach* (Flexibility); 5) *Body Mass Index* (Body Composition)

Gang Related Activity: Gang related activity will not be tolerated in FCS. Students engaging in gang related activities will be subject to disciplinary action as defined in the Forsyth County Board of Education Code of Conduct and Discipline Procedures. See the definitions of *Gang Member* and *Gang Related Activity* below.



In addition to those definitions, from time to time new types of gang communication methods or activities may be invented. In that event, the Principal is authorized to further define and prohibit those newly developed activities. Gang Member is defined as: A person who is part of an association of three or more people who form an allegiance for a common purpose and engage, individually or collectively in illegal behavior. Gang Related Activity is defined as: Any act or exhibition, individual or collective, which (1) communicates gang allegiance or affiliation; and / or (2) would be a criminal act if committed by an adult; and (3) is deemed to be gang related by the Principal. Gang related activity includes but is not limited to: communication of gang affiliation through hand sign flashing, wearing of clothing articles in a certain way or color scheme; jewelry, tattoos, gang symbols or graffiti on personal items; vandalism of public or private property, and acts of intimidation, threat, fighting and other forms of violence.

Guns Free School Act: The Forsyth County School System complies with the Gun Free Schools Act of 1994. A student who is determined to have brought a firearm to school will be expelled for a minimum of one year, subject to modification as controlled by federal law.

Possession of Weapon: It shall be unlawful for any person to carry or possess or have under such person's control while within a school safety zone or at a school building, school function, or school property or on a bus or other transportation furnished by the school any weapon or explosive compound, other than fireworks (O.C.G.A. §16-11-127.1). Board policy and state law (O.C.G.A. §20-2-751.1) require that any student determined to have brought a weapon to school will be expelled from school for a minimum of one calendar year, subject to modification on a case-by-case basis as required or authorized by state and federal law.

Notice: Video cameras and monitoring devices may be used at Forsyth Central High School.

SCHOOL JURISDICTION

All persons in attendance at a school-sponsored event or activity, regardless of the time and location of the event or activity, fall within the jurisdiction and authority of the Forsyth County BOE and Forsyth Central High School Code of Conduct. All persons in attendance at school-sponsored events and activities are expected to follow all applicable school policies and procedures that govern the event or activity.

SEX/AIDS EDUCATION:

Sex/AIDS education lessons are included as part of the curriculum for the high school health course. Forsyth County uses the Choosing the Best program for sex/AIDS education lessons. *Choosing the Best* is an abstinence based program that is correlated with the Georgia Quality Core Curriculum. The units of study include: the risks of STDs and HIV/AIDS; teen pregnancy; pressures to be sexually active; sex, love and healthy choices; avoiding unhealthy relationships; and setting boundaries. Health teachers may include human growth and development content within the sex/AIDS education lessons. Parents may schedule an appointment to review the sex/AIDS education curriculum resources used at their child's school by contacting the lead health teacher of the school. If a parent does not wish for his/her child to participate in this portion of the course, notification must be made in writing to the health teacher prior to the beginning of the unit. Alternative assignments will be given and assessed for those students opting out of sex/AIDS education lessons.

SPECIAL EDUCATION SERVICES

A teacher, principal, counselor or parent/guardian may recommend students for referral to special services. Initial evaluation for special education services are administered only with parental permission. After the evaluation is completed, a staff meeting (including parents/guardians, teachers, counselor, administrator and the school psychologist) will determine the student's eligibility; and if appropriate, placement for special education services will be made.

Section 504: The Student Support Team (SST) is the mechanism in FCS for identifying disabled students who are eligible for an individual accommodation plan under Section 504. A teacher, educator, or parent/guardian may refer a student to the Student Support Team to consider the appropriateness and eligibility of a student for a 504 individual accommodation plan. For questions regarding SST and /or 504, contact the school level SST chair.

Notice of Rights of Students and Parents Under Section 504

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.

The implementing regulations for Section 504 as set out in 34 CFR Part 104 provide parents and/or students with the following rights:

1. Your child has the right to an appropriate education designed to meet his or her individual educational needs as adequately as the needs of non-disabled students.



34 CFR 104.33.

2. Your child has the right to free educational services except for those fees that are imposed on non-disabled students or their parents. Insurers and similar third parties who provide services not operated by or provided by the recipient are not relieved from an otherwise valid obligation to provide or pay for services provided to a disabled student. 34 CFR 104.33.

3. Your child has a right to participate in an educational setting (academic and nonacademic) with non-disabled students to the maximum extent appropriate to his or her needs. 34 CFR 104.34.

4. Your child has a right to facilities, services, and activities that are comparable to those provided for non-disabled students. 34 CFR 104.34.

5. Your child has a right to an evaluation prior to a Section 504 determination of eligibility. 34 CFR 104.35.

6. You have the right to not consent to the school system's request to evaluate your child. 34 CFR 104.35.

7. You have the right to ensure that evaluation procedures, which may include testing, conform to the requirements of 34 CFR 104.35.

8. You have the right to ensure that the school system will consider information from a variety of sources as appropriate, which may include aptitude and achievement tests, grades, teacher recommendations and observations, physical conditions, social or cultural background, medical records, and parental recommendations. 34 CFR 104.35.

9. You have the right to ensure that placement decisions are made by a group of persons, including persons knowledgeable about your child, the meaning of the evaluation data, the placement options, and the legal requirements for least restrictive environment and comparable facilities. 34 CFR 104.35.

10. If your child is eligible under Section 504, your child has a right to periodic reevaluations, including prior to any subsequent significant change of placement. 34 CFR 104.35.

11. You have the right to notice prior to any actions by the school system regarding the identification, evaluation, or placement of your child. 34 CFR 104.36.

12. You have the right to examine your child's educational records. 34 CFR 104.36.

13. You have the right to an impartial hearing with respect to the school system's actions regarding your child's identification, evaluation, or educational placement, with opportunity for parental participation in the hearing and representation by an attorney. 34 CFR 104.36.

14. You have the right to receive a copy of this notice and a copy of the school system's impartial hearing procedure upon request. 34 CFR 104.36.

15. If you disagree with the decision of the impartial hearing officer (school board members and other district employees are not considered impartial hearing officers), you have a right to a review of that decision according to the school system's impartial hearing procedure. 34 CFR 104.36.

16. You have the right to, at any time, file a complaint with the United States Department of Education's Office for Civil Rights. Revised by GaDOE 2-13-12

Section 504 Procedural Safeguards

1. Overview: Any student or parent or guardian ("grievant") may request an impartial hearing due to the school system's actions or inactions regarding your child's identification, evaluation, or educational placement under Section 504. Requests for an impartial hearing must be in writing to the school system's Section 504 Coordinator; however, a grievant's failure to request a hearing in writing does not alleviate the school system's obligation to provide an impartial hearing if the grievant orally requests an impartial hearing through the school system's Section 504 Coordinator. The school system's Section 504 Coordinator will assist the grievant in completing the written Request for Hearing.

2. Hearing Request: The Request for the Hearing must include the following:

- a. The name of the student.
- b. The address of the residence of the student.
- c. The name of the school the student is attending.
- d. The decision that is the subject of the hearing.
- e. The requested reasons for review.
- f. The proposed remedy sought by the grievant.



g. The name and contact information of the grievant.

Within 10 business days from receiving the grievant's Request for Hearing, the Section 504 Coordinator will acknowledge the Request for Hearing in writing and schedule a time and place for a hearing. If the written Request for Hearing does not contain the necessary information noted above, the Section 504 Coordinator will inform the grievant of the specific information needed to complete the request. All timelines and processes will be stayed until the Request for Hearing contains the necessary information noted above.

3. Mediation: The school system may offer mediation to resolve the issues detailed by the grievant in his or her Request for Hearing. Mediation is voluntary and both the grievant and school system must agree to participate. The grievant may terminate the mediation at any time. If the mediation is terminated without an agreement, the school system will follow the procedures for conducting an impartial hearing without an additional Request for Hearing.

4. Hearing Procedures:

a. The Section 504 Coordinator will obtain an impartial review official who will conduct a hearing within 45 calendar days from the receipt of the grievant's Request for Hearing unless agreed to otherwise by the grievant or a continuance is granted by the impartial review official.

b. Upon a showing of good cause by the grievant or school system, the impartial review official, at his or her discretion, may grant a continuance and set a new hearing date. The request for a continuance must be in writing and copied to the other party.

c. The grievant will have an opportunity to examine the child's educational records prior to the hearing.

d. The grievant will have the opportunity to be represented by legal counsel at his or her own expense at the hearing and participate, speak, examine witnesses, and present information at the hearing. If the grievant is to be represented by legal counsel at the hearing, he or she must inform the Section 504 Coordinator of that fact in writing at least 10 calendar days prior to the hearing. Failure to notify the Section 504 Coordinator in writing of representation by legal counsel shall constitute good cause for continuance of the hearing.

e. The grievant will have the burden of proving any claims he or she may assert. When warranted by circumstances or law, the impartial hearing officer may require the recipient to defend its position/decision regarding the claims (i.e. A recipient shall place a disabled student in the regular educational environment operated by the recipient unless it is demonstrated by the recipient that the education of the person in the regular environment with the use of supplementary aids and services cannot be achieved satisfactorily. 34 C.F.R. §104.34). One or more representatives of the school system, who may be an attorney, will attend the hearing to present the evidence and witnesses, respond to the grievant testimony and answer questions posed by the review official.

f. The impartial review official shall not have the power to subpoena witnesses, and the strict rules of evidence shall not apply to hearings. The impartial review official shall have the authority to issue pre-hearing instructions, which may include requiring the parties to exchange documents and names of witnesses to be present.

g. The impartial review official shall determine the weight to be given any evidence based on its reliability and probative value.

h. The hearing shall be closed to the public.

i. The issues of the hearing will be limited to those raised in the written or oral request for the hearing.

j. Witnesses will be questioned directly by the party who calls them. Cross-examination of witnesses will be allowed. The impartial review official, at his or her discretion, may allow further examination of witnesses or ask questions of the witnesses.

k. Testimony shall be recorded by court reporting or audio recording at the expense of the recipient. All documentation related to the hearing shall be retained by the recipient.

l. Unless otherwise required by law, the impartial review official shall uphold the action of school system unless the grievant can prove that a preponderance of the evidence supports his or her claim.

m. Failure of the grievant to appear at a scheduled hearing unless prior notification of absence was provided and approved by the impartial review official or just cause is shown shall constitute a waiver of the right to a personal appearance before the impartial review official.



5. Decision: The impartial review official shall issue a written determination within 20 calendar days of the date the hearing concluded. The determination of the impartial review official shall not include any monetary damages or the award of any attorney's fees.

6. Review: If not satisfied with the decision of the impartial review official, any party may pursue any right of review, appeal, cause of action or claim available to them under the law or existing state or federal rules or regulations.

Georgia Special Needs Scholarship: Parents/guardians of students who receive special education services in FCS have the option to exercise public and private school choice. Under a State law passed by the Georgia State Legislature in 2007, parents/guardians of students who receive special education may choose to transfer their child to another public school or private school in Georgia. Parents/guardians must be current residents of Georgia and have been residents for one year.

Special Needs Public School Choice Options: A parent/guardian can request a transfer to another public school within their school system as long as there is available space at that school and the school has a program with the services agreed to in the student's existing individualized education program (IEP). If the parent/guardian chooses this option, then the parent/guardian shall be responsible for transportation to the school.

The parent/guardian may request a transfer to a school in another school system if there is available space and the system and school have a program with the services agreed to in the student's existing individualized education program. If a school system accepts the child, then the parent/guardian shall be responsible for transportation to the school in that system.

The parent/guardian may also request a transfer to one of the State schools for the deaf and /or blind operated by the State Board of Education. Acceptance into a State school will depend on whether or not that setting is appropriate for the student's needs. If the parent/guardian chooses this option, then the parent/guardian shall be responsible for transportation to the State school. Please contact the Georgia Department of Education for more information about transferring to a State school.

Special Needs Private School Choice Option: Parents/guardians interested in transferring their child to a private school in Georgia may be able to take advantage of a Georgia Special Needs Scholarship. These scholarships provide funding that can be used to offset tuition costs at participating private schools in the State of Georgia. For more information on the Georgia Special Needs Scholarship and the parent application process, visit the Georgia Department of Education's website at <http://www.doe.k12.ga.us/sb10.aspx>

STUDENT MEALS

Automated Meal Account:

Each school has an automated system that is able to track the payment and purchasing activity of each individual student's account. Meals may be pre-paid for the week, month, or even the year. Prepayment is encouraged because it eliminates the daily handling of money for the child, and reduces the time the student must stand in line waiting, providing them more time to enjoy their meal.

Students may purchase meals and extra foods sold through the School Nutrition Program with funds debited from their meal account. **If parents/guardians wish to limit the use of their child's account to meals only, each school year parents/guardians must send a written note to the school's cafeteria manager stating that their child will not be allowed to purchase extra items off of their meal account. If this restriction is applied to the account, all extra items selected will require cash at the time of purchase.**

Parents/guardians or siblings having lunch with a student may not use the funds on the student meal account to pay for guest meals. Guests may cover their meals with a check or cash.

Pre-payment by Debit or Credit Card via the Internet:

Register at www.parentonline.net to prepay for a child's meals online using a valid credit/check card.

Parents/guardians must use the student identification number and school name to register and place money on their child's account. If parents/guardians do not know their child's student ID, contact the school's nutrition manager.

To learn more about this visit the food and nutrition website at www.forsyth.k12.ga.us/nutrition NOTE:

Prepayments made through the on-line payment system may take up to 48 hours to post to the student's meal account at school.

Parents/guardians will be assessed a \$1.95 fee per transaction made through www.parentonline.net. Prepayments in any amount made online for your child's meals will be assessed a \$1.95 fee per school transaction. If parents/guardians have more than one child at the same school and are making prepayments on each child's account



at the same time, only one transaction fee of \$1.95 will be assessed to their debit or credit card. If parents/guardians have children in multiple schools a \$1.95 will be assessed per school site.

Meal Charge Policy:

Only students in elementary are allowed to charge school meals. Middle and high school students are not allowed to charge a meal or ala carte items. Students without funds may be offered a partial meal such as a sandwich or crackers and milk.

Returned Check Policy:

The Food and Nutrition Services Program will accept checks for exact payment of meals or prepayments to the student's debit account. The program will not cash personal checks or give change back when a check is received for payment.

FCS uses a check company to collect checks that are returned unpaid. Without further notice, they will attempt to collect on the check electronically if it is returned unpaid by your bank for any reason. If a check is returned unpaid, the face amount and a state-authorized fee will be collected electronically from the parent's account when the money is available. If a parent writes a check to the district, they are consenting to allow the check recovery company to electronically collect the face amount and the fee if the check is returned unpaid by the banking institution to the recovery company. After the Board of Education, or any entity thereof, has received two (2) checks returned by a financial institution due to insufficient funds or closed accounts, all financial transactions thereafter will be on a cash only basis.

Meal Prices:

Our breakfast meal offers a choice of a breakfast entrée, a milk and up to two choices of fruit.

At lunch we offer an entrée, a milk and up to 3 fruit or vegetable choices at the elementary and middle schools. Students may decline the milk but must include at least one serving of fruit or vegetable on their tray. Students may request a cup of water as an alternate beverage choice. Additional beverage selections, including bottled water, are available for purchase.

The meal prices at each school level are listed below. Students may purchase additional portions of the meal at an extra cost. We also provide Smart Snack compliant snacks and treats that can be purchased at an additional cost.

	Breakfast	Lunch
Elementary		
Reduced-priced meal	\$0.30	\$0.40
Full-paid meal	\$1.40	\$2.50
Middle School		
Reduced-priced meal	\$0.30	\$0.40
Full-price meal	\$1.50	\$2.60
High School		
Reduced-priced meal	\$0.30	\$0.40
Full-price meal	\$1.60	\$2.60

Cash payments at register:

Cash is gladly accepted at the cafeteria register for meal and a la carte item purchases, and to add funds on the student's account; however, cashiers do not have adequate funds to make change for customers with bills larger than \$20. Bills larger than \$20.00 will only be accepted for meal payment if the entire amount is deposited into their meal account.

Free and Reduced Priced Meals Availability:

The Free and Reduced Priced Meal Program is available to assist families during times of financial hardship. **The School Nutrition Program accepts free and reduced meal applications throughout the school year.** Students approved for free or reduced priced meals may eat both **breakfast and lunch** free or at a reduced cost. Parents can rest assured the information supplied on the form is strictly confidential and student identification is protected with the computer software used at the cashier's station.

- A current year 2013-2014 application must be submitted. Prior year application forms cannot be accepted. The current school year application is available at each school, in the Registration Office at the Hill Center and on the system's website, www.forsyth.k12.ga.us.



- **NEW THIS YEAR** – Making it faster and easier for families to apply for free or reduced priced meals, applications can now be submitted on line. Simply log-on to the following website and follow the prompts to complete the application, <https://schoolmealapp.com>.
- **OR** you may complete and sign an application and submit it via one of the following methods:
 - scanned and emailed to aplant@forsyth.k12.ga.us
 - faxed to 770-888-3464
 - sent via US mail to: Food & Nutrition Services, 1140 Dahlonega Hwy, Cumming GA 30040
 - submitted to any school cafeteria.
- Applications will be processed within 10 school days of receipt at the central office. Eligibility for those approved for free or reduced benefits will be effective within an hour of being processed at the central office. Written notification of eligibility/denial will be sent to the household address via US mail the day the application is processed.
- Eligibility for Free or Reduced price meals is **not retroactive**, therefore the parent or guardian is responsible for payment of school meals until the F&R application is approved.

STUDENT SEARCHES

Student cars brought on campus, student book bags, and school lockers, desks and other school property shall be subject to inspection and search by school authorities at all times without further notice to students or parents. FCS reserves the right to use "walk-through" and "hand-held" metal detectors and "drug or weapon sniffing" dogs at school and during any school function, including activities which occur outside normal school hours or off the school campus. Students are notified that these metal detectors will be used at the discretion of administrators.

TELEPHONE

Students are not allowed to use office or classroom telephones for personal calls. Emergency situations will be handled on an individual basis. In the event that a student receives a call, he/she will be called out of class only in the case of an emergency. STUDENTS ARE NOT ALLOWED TO USE CLASSROOM TELEPHONES.

TESTING PROGRAMS

The American College Test (ACT) is required by many out-of-state colleges and is accepted by most Georgia colleges including the University of Georgia. Information about this test is available in the counseling office and on the counseling webpage.

The Armed Services Vocational Aptitude Battery (ASVAB) is made available each year to students to aid in career decision-making.

End of Course Tests (EOCT) are required by the Georgia Department of Education after the completion of the following courses: Math I / Coordinate Algebra, Math II / Analytical Geometry, Accelerated Math I / Accelerated Coordinate Algebra/Analytical Geometry A, Accelerated Math II / Accelerated Analytical Geometry B / Pre-Calculus, Algebra, Applied Algebra, Geometry, Applied Geometry, Physical Science, Biology, 9th Grade English, American Literature, U.S. History and Economics. The EOCT will count as 20% of the students' final course average.

The Georgia High School Graduation Tests (GHS GT) measures Reading Comprehension, Writing, Math, Science, and Social Studies skills. Students entering the ninth (9th) grade in the fall of 2011 and beyond will no longer take the GHS GT in English, Math, Science, and Social Studies in order to graduate and receive a diploma. These students will be required to pass all required courses and the EOCT (End of Course Test) will count 20% of their final grade (previous EOCT test counted 15%). Students who entered ninth (9th) grade prior to fall 2011 can meet graduation requirements by either passing the GHS GT (Math, Science, Social Studies, and English portions) or at least one of the two equivalent EOCT (End of Course Test) in each corresponding content area. Every student, regardless of when they entered ninth (9th) grade, must continue to take and pass the Georgia High School Writing Test and complete all applicable course requirements by the State of Georgia and FCS.

The Preliminary Scholastic Assessment Test/National Merit Scholarship Qualifying Test (PSAT/NMSQT) helps students predict their SAT score and post-secondary potential. To qualify for the National Merit Scholarship, students must take this test in October of their junior year. It is also required for application to the Governor's Honors Program; thus, eligible sophomores must also take this test in October.



The Scholastic Assessment Test (SAT) serves as a predictor of post-secondary academic performance and is required for entrance to most colleges and universities. It is recommended that students take the SAT in the spring of their junior year and in the fall of their senior year. Contact your counselor for information regarding test dates and centers. SAT, PSAT, and ACT registration bulletins may be picked up in the counseling office.

TEXTBOOKS

Students will be issued the first copy of all required textbooks from the Forsyth Central High School textbook inventory at no charge. Individual textbooks issued to students are identified either by the Forsyth County Schools identification barcode attached to the front cover of the textbook or by the unique identification number printed on the textbook. Once the school has issued an individual textbook to a student, then that student is responsible for returning the specific textbook issued—identified by its unique identification number—to the school. The student is responsible for caring for and returning all textbooks they are issued, including novels and other books that are part of a class set, at the end of each semester. Students who fail to return the specific textbook he/she was issued--as identified by the textbook's unique identification number--will be charged a lost book replacement fee equal to the cost of the book as listed in the FCHS textbook inventory management system. Students who return previously undamaged books in a damaged condition will be charged a damaged book fee. Students who have incurred lost/damaged book fees will not be issued any additional textbooks until all current, outstanding book fees are paid. All textbook-related fees are handled in the FCHS Bookkeeping Office.

TRANSPORTATION (BOARD POLICY EDC)

FCS provides school bus transportation for all eligible FCS students based on the student's residence and school of enrollment, and in compliance with federal, state and/or local laws, rules, regulations and/or procedures. The Transportation Department is authorized to develop a framework and procedures that provide transportation services to eligible FCS students.

The Forsyth County Board of Education encourages supervision appropriate to the age and/or maturity level(s) of students at bus stops by parents or guardians.

The code of conduct applies on the school bus and at the bus stop as each is considered an extension of the school and classroom. As such, behaviors are expected to be safe, orderly and respectful at the stop and on and around the school bus.

It is the responsibility of the parent/guardian to become familiar with transportation practices and procedures specific to our service. You may find those at www.forsyth.k12.ga.us/transportation or you may request clarification and/or assistance from the appropriate staff member found at the "Who Should I Call" link on the department web page.

VISITORS

Parents of Forsyth Central High School students are welcome to visit the school. All visitors MUST report to the school office upon arrival to obtain a visitor's pass. **STUDENTS FROM OTHER SCHOOLS AND FRIENDS OF F.C.H.S. STUDENTS ARE NOT PERMITTED TO VISIT DURING THE SCHOOL DAY.**

WEAPONS

It shall be unlawful for any person to carry to or to possess or have under such person's control while within a school safety zone or at a school building, school function, or school property or on a bus or other transportation furnished by the school any weapon or explosive compound, other than fireworks (O.C.G.A. §16-11-127.1). Board policy and state law (O.C.G.A. §20-2-751.1) require that any student determined to have brought a weapon to school will be expelled from school for a minimum of one calendar year, subject to modification on a case-by-case basis as required or authorized by state and federal law.

WITHDRAWAL PROCEDURES

Withdrawals are initiated in the Counseling Office. Students should be accompanied by a parent or guardian. All books and fees must be cleared at the time of withdrawal.

Withdrawal Due to Discipline: If a student receives ISS/OSS because of a discipline problem and withdraws to avoid serving the ISS/OSS, then re-enrolls in school later, the student will serve the days in ISS/OSS previously assigned, plus any additional days for insubordination or failure to accept the discipline consequence.



YEARBOOKS

Orders are taken for yearbooks during the early portion of the school year. The yearbooks are delivered the last month of school. The yearbook staff will announce prices and exact dates for ordering. Students are responsible for keeping up with picture dates to insure individual pictures are included.

ALL RULES AND REGULATIONS IN THIS HANDBOOK ARE SUBJECT TO CHANGE AND/OR REVISION BY THE ADMINISTRATION WITHOUT PRIOR WRITTEN NOTIFICATION. ALL RULES AND REGULATIONS CANNOT BE COVERED IN THE SPACE OF THIS HANDBOOK; HOWEVER, STUDENTS CAN BE HELD ACCOUNTABLE FOR ANY UNWRITTEN RULE OR REGULATION THAT MIGHT IMPEDE THE EDUCATIONAL PROCESS OF THIS SCHOOL.



FCHS 2016-17 Bell Schedule

Monday - Tuesday - Friday		Wednesday		Thursday	
8:15	Students Enter Hallways	8:15	Students Enter Hallways	8:15	Students Enter Hallways
8:25	Tardy Bell to 1st Period	8:25	Tardy Bell to First Period	8:25	Tardy Bell to First Period
8:25-9:13	1st Period	8:25-10:00	2nd Period	8:25-10:00	1st Period
9:13-9:21	Class Change	10:00-10:08	Class Change	10:00-10:08	Class Change
9:21 – 9:23	Announcements	10:08-10:13	Announcements	10:08-10:13	Announcements
9:23-10:11	2nd Period	10:13-11:48	Instructional Focus	10:13-11:48	3rd Period
10:11-10:19	Class Change	11:48-11:56	Class Change	11:48-11:56	Class Change
10:19-11:08	3rd Period	11:56-1:57	4th Period and Lunch	11:56-1:57	5th Period and Lunch
11:08-11:16	Class Change	11:48-12:15	Lunch A	11:48-12:15	Lunch A
11:16-12:49	4th Period / Lunch	12:22-12:49	Lunch B	12:22-12:49	Lunch B
11:08-11:30	Lunch A	12:55-1:22	Lunch C	12:55-1:22	Lunch C
11:34-11:56	Lunch B	1:30-1:57	Lunch D	1:30-1:57	Lunch D
12:00-12:22	Lunch C	1:57-2:05	Class Change	1:57-2:05	Class Change
12:26-12:49	Lunch D	2:05 – 3:40	6th Period	2:05 – 3:40	7th Period
12:49-12:57	Class Change				
12:57 - 1:46	5th Period				
1:46-1:54	Class Change				
1:54-2:43	6th Period				
2:43-2:51	Class Change				
2:51-3:40	7th Period				



2016-2017 High School (HS) Assessment Calendar

Please note that dates listed are subject to adjustment in the event there are changes to the State Testing Calendar published by the Georgia Department of Education

Grade	Assessment	Assessment Dates
11	GAA	September 6, 2016 – March 7, 2017 (Ongoing portfolio assessment)
Grade	Assessment	Assessment Dates
10 <i>(Optional for 9 & 11)</i>	PSAT	October 19, 2016
9-12	Georgia Milestones End of Course Assessment (EOC)	<p><u>Winter Window: December 8-15, 2016</u> Dec 8: Math and Social Studies Dec 9: Math and Social Studies Dec 12: ELA (sections 1 & 2) Dec. 13: ELA (section 3) Dec 14: Science Dec 15: Make-ups</p> <p><u>Spring Window: April 24- May 12, 2017</u> April 24-26: ELA (sections 1&2) April 27-28: ELA (section 3) May 1-2: Social Studies May 3-5: Math May 8-10: Science May 11-12: Make-ups</p> <p><u>Summer Window: TBD</u></p>
9-12	Georgia Milestones End of Course Assessment (EOC): Mid-months/Retests	August 23-26, 2016 September 20-23, 2016 October 11-14, 2016 November 15-18, 2016 January 17-20, 2017 February 22-24, 2017 March 21-24, 2017
9-12	ACCESS	January 17– March 3, 2017
9–12	AP Exams	May 1-12, 2017



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