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**VIDALIA COMPREHENSIVE HIGH SCHOOL**  
**2020-2021**  
**Student Handbook**



*"Ignite, Invest, Inspire"*

Welcome to Vidalia High School, “Where Excellence Is An Expectation – Not A Surprise.”

Vidalia has a long and distinguished history of excellence in academic, athletic and performing arts achievements. The greatest contributing factor is the outstanding quality of teachers and students we are so fortunate to have in our community.

Students will have the opportunity to take advantage of many experiences at VCHS. We offer rewarding academic challenges to enhance your education and a wide variety of extra-curricular activities to enrich your life. My hope is that each student will find the activities and events that they most enjoy; work hard to apply themselves to help reach his or her potential in order to make positive lifetime friendships and memories.

Please do not hesitate to ask for assistance. We are here to serve and guide you as dedicated and compassionate teachers, counselors, coaches, administrators and support personnel. Working together we can make this school year one that we all will be excited about.

Blessings,  
*John E. Sharpe, Jr., Principal*

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**VIDALIA CITY SCHOOLS**  
**2020-2021 School Calendar**

Preplanning/Staff Professional Learning	July 27-August 6
First Student Day	August 21
Labor Day Holiday	September 7
Progress Reports (K-12)	September 17
Mid-Term Reports (K-12)	October 7
Student/Staff Holiday	October 9
Student Holiday/Staff Professional Learning	October 12
Mid-Term (First Semester)	October 14
Progress Reports (K-12)	November 12
Thanksgiving Holidays	November 25-27
First Semester Ends	December 18
Christmas/New Year Holidays	Dec. 21 - Jan 1
Teacher Workday/Student Holiday	January 4-5
Students Return	January 6
First Semester Ends	January 15
MLK Holiday	January 18
Second Semester Begins	January 19
President's Day Holiday	February 15
Progress Reports	February 25
Student Holiday/Staff Professional Learning	March 12
Mid-Term Reports (K-12)	March 22
Report Cards	April 1
Student Holiday/Staff Professional Learning	April 2
Spring Holidays	April 5-9
Progress Reports (K-12)	May 6
Second Semester Ends/Last Student Day	May 28
Graduation	May 28
Post-Planning	June 1-2
Second Semester Report Cards (K-12) Pick up from 9:00-12:00 at VHS	TBA

## General Information/Procedures

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

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

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

**Copy Fees**- Any request for copies of documents that government entities can provide (examples: birth certificates, social security card, immunization records, etc.) will incur a fee of \$2.00 per document, or notarization of documents.

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

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

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

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

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

## General Rules of Conduct

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

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

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

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

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

## Financial Obligations

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

## Bell Schedule 2020-2021

7:35	Doors Open
8:02	Breakfast Over/First Bell
8:07	Tardy Bell/Moment of Silence & Pledge
8:10	1 <sup>st</sup> Block Begins
9:40	1 <sup>st</sup> Block Ends
9:45	2 <sup>nd</sup> Block Begins
11:15	2 <sup>nd</sup> Block Ends

<u>1<sup>st</sup> Lunch</u>		<u>2<sup>nd</sup> Lunch</u>		<u>3<sup>rd</sup> Block</u>		<u>4<sup>th</sup> Block</u>	
11:15 – 11:45	Lunch	11:20 – 11:50	3 <sup>rd</sup> Block	11:20 – 12:20	3 <sup>rd</sup> Block	11:20 – 12:50	3 <sup>rd</sup> Block
11:50 – 1:20	3 <sup>rd</sup> Block	11:50 – 12:15	Lunch	12:20 – 12:45	Lunch	12:50 – 1:20	Lunch
		12:20 – 1:20	3 <sup>rd</sup> Block	12:50 – 1:20	3 <sup>rd</sup> Block		
1:25	Advisement						
1:45	Advisement Ends						
1:50	4 <sup>th</sup> Block Begins						
3:20	Dismissal for Car Riders and Drivers						
3:22	Dismissal for Busses						
3:25 - 3:50	Detention Hall						

## **Equal Educational Opportunities**

The Vidalia City School District does not discriminate on the basis of race, color or national origin, sex or disability in any student program. It is the policy of the Board of Education to comply fully with the requirements of Title VI, Title IX, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act and all accompanying regulations.

Any student, parent or other person who believes he or she or any student has been discriminated against or harassed in violation of this policy must make a complaint in accordance with the procedures outlined in VBOE Policy JAA - Equal Educational Opportunities. This policy and all policies of the Vidalia City Board of Education can be viewed on the following web site: [vidaliacityschools.org](http://vidaliacityschools.org)

## **Public Participation Procedure**

1. These procedures are not intended to restrict the scheduled appearance of citizens who have regular business with the Board and whose presentations are provided for on the Board meeting agenda. Rather, they are to insure the orderly and efficient handling of Board of Education business.
2. Any person wishing to address the Board of Education must log a request in the superintendent's office at least five school days prior to the Board meeting. This will be considered notification for the superintendent and board chairperson. The request must include the person's name, address, telephone number and a description of the issue to be brought before the board. A log is to be kept of requests made and resolutions of issues.
3. Any issue involving personnel, discipline, instruction, or transportation must exhaust all administrative appeals prior to consideration by the Board of Education.
4. The superintendent and the board chairperson will review each request to determine if it is appropriate for Board consideration. The full Board is to be informed at the next meeting of requests made and resolution of issues.

## **Students Accessing the Internet**

Dear Parents:

Vidalia City School System has access to the Internet. The Internet, as an information resource, enables the library to provide information beyond the confines of its own collection. It allows access to ideas, information and commentary from around the globe.

Your child has an opportunity to access the Internet within the Vidalia City School System, but he/she needs your permission to do so. Your child will have access to information, files, and computer services all over the globe. With this educational opportunity also comes responsibility. Inappropriate use will result in loss of privileges and punishment as listed in the discipline code.

The Internet is an electronic communications network which provides vast, diverse, and unique resources. There may be some material or individual communications which are inappropriate for your child. While Vidalia City Schools will take reasonable steps to deny access to such material and does not encourage such access, it is not possible for us to absolutely prevent such access.

Also, as part of many technology applications employed across the curriculum, the school may wish to publish a variety of teacher and student products on the Internet. The types of products may include, but are not limited to: creative writing, artwork, slide presentations, and audio/visual productions.

A form will be sent home by the media specialist granting permission for your child to use the Internet. Please make sure it is filled out and returned promptly. Failure to do so will result in your child not having access to the Internet.

Sincerely,

*John E. Sharpe, Jr., Principal*

## **Student Rights, Responsibilities, and Limitations**

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

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

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



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

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

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

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

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

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

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

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

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

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

# Vidalia City Schools (Grades 6-12)

## 2020-2021 Dress Code

*The goal of the VHS Dress Code is to instill school pride, encourage improved student attitude, and maintain school safety. All of the following rules apply to students during school hours and anywhere on VHS property, inside the school building or outside on campus.*

### **Tops (Shirts, Sweatshirts, and Vests)**

- Shirts must cover all undergarments. No lace or see-through shirts are allowed.
- Crewneck or collared shirts are allowed in any color or pattern, with the exception of bandana print.
- No words or pictures are allowed on shirts, with the exception of the clothing brand logo that cannot be any larger than 3 inches (size of a credit card). School affiliated shirts are the only exception.
- Sleeveless shirts are allowed but must extend to the shoulder. Sleeves must be worn on the shoulder. They are not allowed to be pulled down.
- All cleavage must be completely covered.
- Tank tops are not allowed. Sleeves must touch the shoulder.

### **Pants/Bottoms**

- Pants or jeans only (no shorts, sweats, or athletic pants)
- No writing or pictures allowed on pants or jeans, with the exception of the brand logo which can be no larger than three inches (size of a credit card)
- No pajamas are allowed.
- No holes or fake holes are allowed. This includes holes covered by strings.
- Leggings are allowed ONLY with dresses or skirts that touch the top of the knee
- Pants must be worn at the natural waist and must be the correct size to conceal undergarments.
- Dresses and skirts are allowed only with leggings and must touch the top of the knee.

### **Jackets/Coats**

- Trench coats are not permitted.
- Hoods on jackets not allowed to be worn inside of the building.

### **Shoes**

- Bare feet, slippers, bedroom shoes, or cleats will not be allowed.
- Shoes with shoelaces must be tied. Shoes with Velcro must be fastened.
- Open toe shoes are allowed (slides, Birkenstock, flip flops can be worn)

### **Headgear/Jewelry/Accessories**

- Headgear wider than two inches may not be worn in the building unless for a special day designated by the school. Headgear includes, but not limited to, hats, bandanas, scarves, shower caps, and bonnets.
- Hair must be free of curlers or combs/picks.
- Body paint or writing on skin is not allowed.
- Chains hanging from the pocket are not allowed.
- No clothing accessories or jewelry with spikes or protruding studs are allowed, no chains hanging from clothing or pockets are allowed.
- No objects should be attached to clothing unless school related (ribbons, buttons, towels, etc...)
- Items, accessories, and tattoos that signify or are related to gangs, gang membership, or gang activity or are disruptive to school safety and discipline are prohibited.
- Items, accessories, and tattoos that contain vulgarity, political advertisement, sexual innuendos, tobacco products, alcoholic products, firearms, or illegal substances are prohibited.
- Earrings and studded nose rings are allowed. All other piercings must be covered or removed while on campus.
- Cosmetics must be worn in a manner so as not to draw excessive attention as to distract others.
- Any person whose religious affiliation does not coincide with the school dress code must file for variance with administration.

**Administration has the right to make adjustments to the dress code for the benefit of students and/or for safety.**

# Honor Code

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

## Responsibilities

### **Students will...**

- Exercise academic honesty in all aspects of their work
- Prepare sufficiently for all types of assessments
- Seek extra help from teachers
- Avoid engaging in cheating, plagiarizing, and lying
- Use sources in prescribed manner
- Report any violations of the Honor Code

### **Teachers will...**

- Develop, model, and sustain ethical practices within the classroom setting
- Report violations to counselors and administrators
- Confer with those who violate the Honor Code
- Contact the student's parent or guardian regarding a violation
- Record a failing grade for the assignment

### **Parents will...**

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

### **Administrators will...**

- Ensure that all faculty, students, and parents receive the Honor Code
- Help contribute to school- wide environment that encourages adherence to the Honor Code
- Require teachers to enforce the Honor Code
- Maintain accurate records of the Honor Code violations
- Ensure that the Honor Code is being applied consistently throughout the school

## Pledge

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

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

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

## Vidalia City Schools Bus Expectations

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

### VIDALIA CITY SCHOOLS BUS CONDUCT CONSEQUENCES

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

2<sup>nd</sup> Referral- **Warning**/Meeting with Transportation Director

3<sup>rd</sup> Referral- Bus Suspension for **3 Days**

4<sup>th</sup> Referral- Bus Suspension for **5 Days**

5<sup>th</sup> Referral- Bus Suspension for **10 Days**

6<sup>th</sup> Referral- Bus Suspension for **20 days**

7<sup>th</sup> Referral- Bus Suspension for the Remainder of the school Year.

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

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

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

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

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

## School Parking Regulations

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

## Directory Information

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

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

## Visitors, Children, Friends Or Relatives

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

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

## **Non-Resident Tuition**

The Vidalia City Board of Education has set the Non-Resident Tuition for the 2019-2020 school year. (This fee applies to students who reside outside the city limits of Vidalia.) Following a procedure established by the Quality Basic Education Action, the tuition figure was determined to be **\$200.00 per child**. Tax credits are allowed for non-resident students whose parents pay school taxes to the City of Vidalia. Tuition may be partially or fully paid by presenting a Vidalia City Ad Valorem Tax Receipt from the preceding year. (The School tax portion of the bill will be deducted from tuition.) Tuition should be paid to the school where the child will attend. Each school will begin receiving tuition payments during regular business hours on **Monday July 27, 2020**. Tuition should be paid in full (or arrangements made with the building principal) on or before **Thursday July 30, 2020**. **Tuition is non-refundable**. No progress reports or reports cards or other school documents will be issued to a non-resident student until tuition payments are current. No prorated tuition refunds will be given for those students who move out of the city during the school term.

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

**Vidalia City Board of Education  
Approved April 9, 2019**

## **Employment Certificates (Work Permits)**

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

## **ATTENDANCE**

### **Attendance Policy**

Based upon Georgia law, students ages 7 to 16 must attend school. Students who enroll in school prior to age 7 are subject to the same attendance law. Students may have excused absences under Georgia law such as illness, death in the family, etc. Unexcused absences are subject to investigation by the school system. Unexcused absences in excess of 5 school days and excessive excused absences will be referred to the Pupil Services Coordinator for investigation.

Parents/legal guardians may be asked to supply a doctor's note for excessive absences. School counselors, the school system psychologist, and administrative staff are available to assist parents with attendance problems. If attendance problems are chronic and/or persistent, Vidalia City School System will pursue an attendance warrant against the parent/legal guardian of the student(s) having attendance problems. Parents should contact the school counselor if their child/children is/are experiencing attendance problems. Reasonable attempts will be made to work with a parent/legal guardian to improve a student's attendance before an attendance warrant is pursued by the Pupil Services Coordinator. The school system staff would prefer to have a student in school rather than a parent fined or possibly in jail. Please work with us as our goal is to educate our students to be independent and productive citizens.

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

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

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

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

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

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

- After 5 unexcused absences, a letter is mailed to the parent(s) from the student's school informing the parent about the absences. The school also notifies the Pupil Services Coordinator that a letter has been sent. The parent is urged to discuss the attendance problem with the principal or assistant principal.
- The Pupil Services Coordinator sends another letter to the parent which includes a copy of the student's attendance report. This letter informs the parent of the Vidalia City School System attendance policy. Again, the parent is urged to discuss the attendance problem with the principal or the assistant principal.
- If absences continue, the school notifies the Pupil Services Coordinator. The Pupil Services Coordinator sends a second letter warning the parent that the parent will be prosecuted in Juvenile Court if the student accumulates five absences. (We do not prosecute in court if the five absences are due to illness or other excused absences according to State law.)
- If the student accumulates five unexcused absences, the school notifies the Pupil Services Coordinator. The Pupil Services Coordinator sends a third letter, regular and certified mail. This letter tells the parent that if the attendance problem is not discussed with the principal or assistant principal within a week and a resolution of the problem is not reached, then Vidalia City Schools will prosecute the parent in Juvenile Court.

### **Absences**

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

## **Make-up Work**

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

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

## **Sign-Out Procedure**

In order to **leave** campus:

1. Report to the office **prior** to first block.
2. Present a **note from a parent/guardian** stating the reason for having to sign out.
3. **The note must have:**
  - o Phone number where parent/guardian can be reached between the hours of 9:00-10:00 a.m.
  - o The secretary will confirm the reason for signing out during that time.
4. **Excessive sign-outs** will be monitored by the administration.
5. Students **must be in class 60 minutes** in order to be counted present in that class.
6. Students wishing to leave campus during the course of the school day must be **picked up by a parent/guardian only.**
7. No student will be permitted to leave campus with anyone other than a parent/guardian unless otherwise approved by a school administrator.
8. Parents/guardians wishing to pick up their child during the day and have submitted a note earlier in the morning are requested to do so between academic classes.
9. Classes will not be disturbed unless deemed necessary by the administration.
10. Students who drive and need to sign out will complete the sign-out procedure listed above.
11. **Students are not permitted to sign out for lunch.**
12. **Any student who signs out must comply with the absence policy.**

## **Sign-In Procedure**

1. Report to the front office to sign in.

## **Prom Attendance Requirement**

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

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



## **Medical and Dental Appointment**

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

## **Perfect Attendance**

### **Eligibility:**

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

## **Media Center**

The media center will be open throughout the course of the day. Hours will be posted accordingly. **In the event that a student wishes to use the media center during his/her lunch period, it is to be used for reference work or other media business.** It is not to be regarded as a place where students may socialize. Respect for fellow students should be evident in the maintenance of a quiet atmosphere. If the hours for media operation present a problem, the student may make a special request for additional time. The media specialist will gladly cooperate.

### **Media Center Procedures**

1. A student must have a hall pass to visit the library. Failure to have one will result in the student being sent back to class.
2. No outside food, drinks, or gum will be allowed at any time.
3. Students should only be in the media center for checking out books, research, studying, or class requirements. **If you are not in the media center for the reasons listed above, you should not be in the media center at all.**
4. Overdue books will accrue a .10 cent charge/day.
5. No downloading, installing or uninstalling shall take place in the media center. (Refer to discipline code on Internet usage.)

**Failure to follow these requests could result in loss of media center privileges.**

### **Media Center Services**

Several items are offered for student purchase/use.

1. The MC offers several items for purchase. Please check with MC for items and their availability.
2. The MC has several machines that can be used by students for class projects. Among those are overhead projectors, opaque projectors, and a letter-making machine. These machines may only be used for class assignments.

## **Cafeteria Program 2020-2021**

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

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

Please be aware of the following:

- Behavioral expectations will follow rules designated in the PBIS matrix at each school.
- All lunches, purchased in the cafeteria, will be eaten in the cafeteria or designated areas.
- Students cannot bring or have catered/fast food brought to them to be eaten in the cafeteria. Lunches should be brought from home if a student chooses not to participate in the School Nutrition Program. Per State & board policy, sack lunches can in no way promote restaurants or fast food establishments through the use of wrappers, cups, bags etc. All foods from restaurants must be rewrapped at home and placed in a lunch bag or sack.
- All students, who bring their lunch, will also be offered a grab-n-go supplement as well.
- Per USDA guidelines, students are encouraged to drink milk. If your child is allergic to milk, a doctor's note must be provided to the school nurse.
- System and state guidelines do not allow students to bring glass containers or cans into the cafeteria.

### **Community Eligibility Provision (J.D. Dickerson, J.R.Trippe, and Sally D. Meadows only)**

We are pleased to inform you that three of our four schools (JD Dickerson Primary, Sally D. Meadows Elementary and JR Trippe Middle School) will be participating in the Community Eligibility Provision (CEP) as part of the National School Lunch and School Breakfast Programs. **If you have children who attend any of the three schools, they are eligible to receive a healthy breakfast and lunch at school at no charge to you.** No further action or applications are required of you at these schools except encouragement to eat with us to sustain this program for everyone

**Vidalia High School:** At this time, **we do not meet** direct certification requirements for **Vidalia High School**. As a result, parents at the high school must fill out an application unless someone living in their home receives certain benefits. These parents will be notified of eligibility in advance if they receive certain direct services such as SNAP or TANF. If you don't receive your letter, please contact us immediately. All other households need to fill out applications. If you don't receive a letter of approval after completing the application, please call the cafeteria manager at the high school or the system school nutrition office at 912-537-9738 to check on the status.

**Online applications can be filled out online at [www.lunchapplication.com](http://www.lunchapplication.com). You will need your child's five digit student number to fill out the form.**

We encourage you to allow your children to participate in the School Nutrition Program by eating with us every day for breakfast and lunch! High participation ensures this program will continue and students will be afforded nutritional meals for breakfast and lunch at no cost to the parents at eligible CEP schools.

### **Vidalia High School Meal Prices**

Breakfast	Full-\$1.00	Reduced-\$0.30
Lunch	Full-\$2.10	Reduced-\$0.40

### **Online Meal Payment System**

Vidalia City Schools Nutrition Program Offers an online payment system for purchased meals or the purchase of additional food items off the serving line. This system allows parents to make deposits into their child's breakfast/lunch accounts. Money can be deposited into cafeteria accounts anytime and low balance reminders can be set up so they are received through the parent's email address. Parents can monitor their child's account balance online and view what their child has purchased at no charge. Payments can be made for all children in a household for a small fee, even if they attend different schools. Meal payments can be made using VISA, Master Card, Discover credit/debit cards or e-check. Payments can also be set up so they are automatically deducted each month. Accounts are updated 3 times daily (6:52 a.m., 10:15 a.m., and 6:09 p.m.) but not during meal service times.

Parents can create a secure account for their child through [www.k12paymentcenter.com](http://www.k12paymentcenter.com) or through the System/School websites by clicking on Department – then clicking on School Nutrition. Parents are encouraged to use the online meal payment system to keep up with their child's meal balance and to see if they are eating nutritious meals daily. If you do not wish to pay online, you may continue to send money or a check to the school at no charge.

### **Charge Policy for Vidalia High School Students**

The following rules apply to meal charges for paying students:

- No child will go hungry, but an alternative meal of peanut butter or cheese sandwich, choice of fruits and vegetables, and milk will be given to any student with a negative balance of \$10.50 which equals five (5) lunches. The student will be charged for the regular price meal.
- Parents are responsible for paying their charges with no exceptions. Students will be given charge slips and reminded they need money on their account on a weekly basis.
- Parents may contact the school cafeteria manager at which their child attends for a record of meal deposits, charges, and meal transactions at any time.
- If you have a question regarding the application and lunch status, please call IMMEDIATELY as charges add up daily if your child has not been identified free or reduced and we cannot go back and give you credit for charges prior to receiving the notice that your child's status is reduced or free later. If you must fill out an application, please do so as soon as possible and return it to avoid charges.
- Additional foods (ala carte items) for grades 2-12 may be purchased in most of the school cafeterias at lunchtime. All foods sold must be in compliance with USDA guidelines.
- Your child must have cash or a positive balance in your account to charge additional food items.

**Please be aware that parents are responsible for all charges accumulated in previous years regardless of the school they attended.** These charges follow the student from school to school and until graduation. If you have questions, please contact your child's school cafeteria manager **or** Denise Parson, School Foodservice Director, at 912-537-9738 or by email at [dparson@vidalia-city.k12.ga.us](mailto:dparson@vidalia-city.k12.ga.us)

## **Guidance, Counseling, and Testing Activities**

### **Guidance Department**

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

### **Enrollment Requirements**

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

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

### **Proof of Residency**

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

### **Withdrawal From School**

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

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

### **Grading System**

Grades will be issued accordingly:

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

## **Report Card**

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

## **Final Exams: Make-Up Tests**

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

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

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

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

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

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

## **Challenging A Course Grade**

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

## **Satisfactory Academic Progress**

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

**5 credits for 10th grade**

**11 credits for 11th grade**

**17 credits for 12th grade**

## **Senior Exam Policies**

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

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

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

1. Have an 80 or above average in that particular class the second semester.

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

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

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

### **Underclassmen Exam Policies**

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

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

### **Hospital-Homebound Instruction**

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

### **Testing Programs**

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

The Milestone EOC exams are criterion-referenced tests, aligned with the Georgia Standards of Excellence. Each test consists of multiple-choice questions and some tests include constructed response items. The Milestone EOC exams are to assess student achievement on state standards in the core academic classes and to provide diagnostic data in support of improved student achievement. The tests are administered in eight areas: 9<sup>th</sup> Grade Literature/Composition, American Literature/Composition, Algebra I, Geometry, Physical Science, Biology, U.S. History, and Economics. Any student enrolled in a course that requires the Milestone EOC exam must complete the exam to receive credit for the class. The mandatory Milestone EOC exam is the final exam for the course and will count 20% of the course grade. Any student who fails to take the Milestone EOC exam will not receive credit for the course.

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

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

### **Testing Out Option**

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

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

## **Graduation Requirements**

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

## Graduation Requirements 2022

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

### Notes:

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

### **Graduation Ceremony**

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

### **Dual Enrollment (DE):**

Any student who desires enrollment with a college or technical school needs to check with the guidance office and the principal for more information and rules and regulations concerning these programs. College grades under DE count for initial HOPE eligibility and are listed on high school transcript. Any dropped college class must be approved by a high school counselor and could affect graduation requirements.

### **Early Graduation:**

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



### **Honor Graduates**

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

Upon final grades being stored the top 5 students will be identified to participate in the graduation program. These students will participate in the graduation program. The top student will give the valedictory address, the second rank will present the salutatory address, and the remaining three students will have speaking parts in the other portions of the program. Students presenting a speech during graduation must have been in attendance at Vidalia High School for their junior and senior years.

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

**For more information or clarification, contact the Guidance Office.**

### **Junior Honor Guard**

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

### **Indian Ambassadors**

Indian Ambassador members are the eight sophomores with the highest cumulative academic average in their class at the end of the first semester of their sophomore year. These students must be on track to graduate with distinction, and must have at least 3 honors, AP, or DE classes at the conclusion of their first semester of their Sophomore year. Indian Ambassadors will participate in the graduation ceremony.

### **Honors Program**

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

### **Honor Roll**

In order to be named to the Vidalia High School *Arrow Honor Roll*, a student must earn a **90 or higher in each of their individual academic classes**, which are English, mathematics, science, social studies and foreign language. To be named to the *Honor Roll*, a student must have earned an **academic average** of 90 or higher in their academic classes only as mentioned above.

### **College Visitation/Armed Services Installation**

A senior may arrange for two visits during the year to a college or post-secondary school during a school day. A student also may arrange a visit to a respective branch of the armed forces. A note must be presented to the office **five days in advance of the absence**. The absence shall be

noted as excused depending upon verification from the college/post-secondary school or branch of service.

### **Transcripts**

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

### **HOPE Scholarship**

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

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

### **Scholarships**

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

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

### **Governor's Honor Program**

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

### **Georgia Scholar**

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

Those students selected must also meet the following criteria:

1. A minimum score of 1360 on the SAT and/or 31 on the ACT in a single administration.
2. 23 Carnegie units earned, including three units in science (one unit in chemistry or physics), four units in math (one unit of Algebra II), three units in social studies (economics and citizenship, world history, and U.S. studies), four units in language arts and two units of a foreign language.
3. Appointed by school officials or elected to positions of leadership in a minimum of two different activities sponsored by the school.
4. Throughout grades 9-12, the student has maintained a grade point average of 3.75 on a 4.0 scale or ranks in the upper 10 percent of their graduating class.
5. Participation in three interscholastic events or has achieved significant recognition in

interscholastic events.

6. Held a leadership role in at least two extracurricular activities sponsored by the school.
7. The student is registered to vote if he/she is 18 years of age or older.
8. The student shows evidence of self-esteem and concern for others in day-to-day activities.

### **Star Student and Star Teacher Program**

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

### **Georgia Virtual School**

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

## **Work-based Learning (WBL) Program**

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

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

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

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

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

There are four different WBL categories:

1. Cooperative Education (Co-op) - A student works and completes job tasks that relate to a CTAE Career Pathway he or she is CURRENTLY enrolled (ex. works at a salon-enrolled in Cosmetology, works at a restaurant-enrolled in Family & Consumer Science)
2. Internship- A student has successfully completed a CTAE Career Pathway and is working at a job that connects classroom learning and job tasks

3. Employability Skills Development (ESD) - Student participation in ESD are limited to 25% and a student may only be classified as ESD for one semester. ESD students work in a job that does not relate to the classroom learning.
4. Youth Apprenticeship Program (YAP) - YAP is considered to be the most prestigious of all WBL categories. Similar to Internships, YAP students connect classroom learning with job tasks. In addition to completing a 3-course career pathway, YAP students must earn an industry recognized credential and work at least 720 hours in a related career. The YAP Coordinator is primarily responsible for supervision while the student is still in high school as well as maintaining contact after graduation in order to document the conditions of completion. YAP students must have a very specific and well-defined career interest that can be explored in the local community.

## **Teaching as a Profession (TAP) Program**

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

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

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

## **Harassment**

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

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

Any student, parent, employee, or other individual who believes that a student has been subjected to harassment or discrimination by other students or employees of the School District as prohibited by this policy should promptly report the same to the principal of their school or to the appropriate coordinator designated in policy JAA, who will implement the board's discriminatory complaints procedures as specified in that policy. Students may also report harassment or discrimination to their school counselor or any administrator. Students and

employees will not be subjected to retaliation for reporting such harassment or discrimination. If at any point in the investigation of reported sexual harassment of a student, the coordinator or designee determines that the reported harassment should more properly be termed abuse, the reported incident or situation shall be referred pursuant to the established protocol for child abuse investigation.

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

## **Athletics and Extracurricular Activities**

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

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

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

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

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

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

**ATHLETIC INSURANCE:** Any student participating in sports must have his/her own insurance. **VHS will no longer pay athletic insurance.** The student's guardian must sign a waiver acknowledging that neither VHS nor the Vidalia Board of Education are liable for athletic injuries.

### **DRUG SCREENING PROGRAM**

We believe that the use and abuse of drugs and alcohol can be detrimental to the physical, emotional, and mental health of our students. Also, the use and abuse of drugs and alcohol seriously interferes with the performance of student athletes and teenage drivers, which can pose

a danger to the students as well as others. Because of these concerns, the school system has adopted the following goals and procedures for student athletes and parking permit holders.

### **Goals of the VHS Screening Program**

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

### **Testing Procedures**

1. At the beginning of the school year, students who are interested in participating in interscholastic athletics at any time during the year or would like to purchase a parking pass must sign a consent form which authorizes the school to administer drug testing and allows the results of the test to be released to parents/guardians, administrative officials, and the head coach of the athletic teams on which the student participates.  
**Note: A signed consent form is a requirement for participation in any GHSA governed inter-scholastic activity that requires an annual physical examination for participation. Parents and students do not have the option of not participating in the drug screen program.**
2. The procedures for testing parking permit holders are the same as for student-athletes. **To park on campus, a student must complete a parking permit application. As a part of the application, students must sign that they agree to the following statement:** /  
*UNDERSTAND THAT AS A PARKING PERMIT HOLDER AT VIDALIA HIGH SCHOOL, I AM SUBJECT TO RANDOM DRUG SCREENING AS ADMINISTERED BY THE SCHOOL. I ALSO UNDERSTAND THAT PARKING ON CAMPUS IS A PRIVILEGE AND THAT IT MAY BE SUSPENDED OR WITHHELD FROM ME IF I DO NOT MEET THE REQUIREMENTS SET FORTH IN THE VHS DRUG SCREENING POLICY.*
3. Random testing will take place monthly throughout the school year with students chosen through lottery/random selection.
4. Each month numbers will be generated from those in the pool and notify VHS administration of students to be tested. The substances that will be tested include: amphetamines, barbiturates, marijuana, cocaine, opiates, and propoxyphene.
5. Testing consists of providing a urine sample to the school nurse. A school administrator will supervise students, but will not administer the test. Privacy of the students and confidentiality of the test results will be protected. Specimens will be processed for identity and secured to ensure against tampering.
6. Test results will be reported to the school through the proper chain of command. All parents or guardians of students tested will be notified. In case of a positive result, the parent or guardian will be notified and a conference scheduled.
7. The student must fill out a form delineating any medication that she/he is currently taking.
8. There will be one pool of student numbers from which the student numbers will be selected. The pool will consist of parking permit holders and student-athletes.
9. A student's refusal to test will be considered a positive test result.

### **What happens if someone tests positive?**

1. If a positive reading is returned for a student, the parents or guardians and the student will be notified. The student-athlete will be suspended for 10% of the team's regular season contests beginning with the next scheduled game (this could be a playoff game(s) or a

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

### **Second Positive**

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

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

### **Third Positive**

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

### **Clarifications and Explanations**

1. In the event the student-athlete believes this policy has not been applied to him/her in a manner consistent with the intent, the parents or guardians may appeal the decision to the principal of their school within 72 hours of a positive test result, and the principal's decision in this matter shall be final.
2. This procedure is intended to supplement the existing policies of the Vidalia City Board of Education and the Georgia High School Association regarding the governance of interscholastic athletics. Administrators will not use test results obtained pursuant to this policy for disciplinary or other purposes, other than as set forth above.
3. All students remain subject to the Vidalia City Board of Education Student Code of Conduct and may be subject to established discipline procedures if found in possession or under the influence of illegal drugs or alcohol at school or at school-sponsored events.

4. Parents (guardians) of a student testing positive may request to have their student-athletes tested at their expense.
5. This policy is not a part of the disciplinary code but is relative to student participation in areas of parking and participation in interscholastic activities.
6. There is not an appeal process as this policy affects participation and not discipline; therefore, the decision of the high school principal is final in all matters regarding this policy.

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

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

## Criteria For Lettering

### Criteria for Lettering in Band

A participant:

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

### Criteria for Lettering in Baseball

A participant must:

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

### Criteria for Lettering in Basketball

Boys Basketball -

A participant must:

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

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

Girls Basketball -

A participant must:

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

Behaviors in school as well as academic performances are both key ingredients in the success of



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

### **Criteria for Letting in Bass Fishing**

A participant must complete in 75% of tournaments.

### **Criteria for Lettering in Cheerleading**

#### A. Underclassmen

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

#### B. Seniors

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

### **Criteria for Lettering in Cross Country**

#### Boys Cross Country -

A participant must:

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

#### Girls Cross Country -

A participant must:

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

### **Criteria for Lettering in E-Sports**

A participant must:

1. must compete in 75% of competitions
2. can participate in either or both seasons to receive one letter

### **Criteria for Lettering in Football**

A participant must complete the Varsity football season

### **Criteria for Lettering in Golf**

A participant must:

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

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

### **Criteria for Lettering in Literary**

A member must:

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

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

### **Criteria for Lettering in One Act Play**

A cast member must:

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

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

### **Criteria for Lettering in Soccer**

Boys Soccer -

A participant must:

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

Girls Soccer -

A participant must:

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

### **Criteria for Lettering in Softball**

A participant must:

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

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

### **Criteria for Lettering in Swimming**

A swimmer:

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

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

### **Criteria for Lettering in Tennis**

The participant must:

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

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

### **Criteria for Lettering in Track**

Boys Track -

A participant must:

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

Girls Track -

A participant must:

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

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

### **Criteria for Letting in Volleyball**

A participant must:

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

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

### **Criteria for Lettering in Wrestling**

A participant must complete 10 varsity matches.

### **Awarding of Letter Jackets**

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

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

## **Gender Equity in Sports– Grievance Procedures**

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

1. The student, parent, or guardian must submit a complaint on the form included in Exhibit I (see Athletic Director) and submit the completed form to the Sports Equity Coordinator

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

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

#### **NONDISCRIMINATION NOTICE**

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

*Tommy Dalley  
Vidalia High School  
901 North Street, West  
Vidalia, GA 30474  
Phone: 912.537.7931*

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

## **Clubs and Organizations**

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

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

ADVISOR: Mrs. Elizabeth Wolfe

**Athletics** - Vidalia High School offers a wide range of athletic activities for all students. These sports include softball, football, cross-country, basketball, wrestling, baseball, tennis, golf, soccer, track, and cheerleading. Participation in these activities on an inter-scholastic level is governed by the Georgia High School Association. Students are eligible to participate in athletics for four consecutive years from their original date of entry into the ninth grade. Continued participation in any activity is dependent upon a student's compliance with GHSA eligibility rules. Also, each sport has its own set of rules/guidelines, established by the coach of that particular sport, that must be followed.

ATHLETIC DIRECTOR: Coach Tommy Dalley

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

- Have a minimum of 3 Carnegie units to participate in the fall induction ceremony.
- Have attained a minimum academic grade point average of 90 or above (not rounded).
- Be of good character and possess leadership potential.
- Be approved by the faculty council consisting of 5 faculty, comprising of a teacher from each academic subject and the Beta Sponsor.
- Members who miss five (5) meetings and or service projects will be recommended for dismissal.
- All meetings/service projects must be current by the end of the academic year otherwise a member will be dismissed.
- A member may be dropped from membership for moral and disciplinary reasons, such as using/selling illegal substances/ drugs, pregnancy, or any other behavior deemed inappropriate, OSS or ISS. Dismissal will be determined by a majority vote of faculty council.
- A member may be dismissed from membership if he/she is convicted of the commission of an act classified as a misdemeanor or felony by the State Code of GA or the United States Code.
- Membership is by invitation only. Students who fail to meet the above requirements after becoming a member of the Beta Club will have one semester in order to meet the requirements. After that semester, students who have not met the requirements will be removed from the Beta Club roll and will not be allowed to participate in any Beta Club activities.

In addition, members must meet all service projects/meeting requirements for each year they are members of the club. Failure to do so will result in not being recognized as a Beta Club member at graduation.

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

1. In addition, members must meet all service projects/meeting requirements for each year they are members of the club. Failure to do so will result in not being recognized as a Beta Club member at graduation.
2. Students will be extended an invitation to join the Beta Club only once in their high school career. If, however, a student does not accept the invitation but wants to join later, the student will be accepted into the club provided he or she still meets and maintains the membership requirements.
3. Membership is by invitation only. Students who fail to meet the state requirements after becoming a member of the Beta Club will have one semester to meet the requirements.

After that semester, students who have not met the requirements will be removed from the Beta Club roll and will not be allowed to participate in any Beta Club activities.

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

ADVISOR: Ms. Tiffany Yancey

**DECA** is specifically designed to provide activities for students to learn marketing, management, and entrepreneurial skills that will prepare them to pursue a career in the field of marketing. DECA is open to students who have had or are currently enrolled in at least one marketing education course. This activity is required for all Work-based Learning (WBL) students enrolled in a Marketing Education Career Pathway placement. DECA members become more aware of the value of community service; participate in a local, state, and national competitive events program that showcases student skills and allows for interaction with the business community; further develop occupational skills needed for careers in marketing, management, and entrepreneurship; serve in leadership roles; and develop a greater understanding of our competitive, free-enterprise system and an appreciation of the responsibilities of citizenship.

ADVISOR: Mr. David McLeod

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

ADVISOR: Ms. Margaret Pournelle

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

ADVISORS: Coach Owens

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

ADVISOR: Ms. Anna Helms

**Family, Career and Community Leaders of America (FCCLA)** is a national student organization that helps young men and women become leaders and address important personal, family, work, and social issues through family and consumer sciences education. FCCLA is open to students who have had or are currently enrolled in at least one family and consumer science course. This activity is required for all Work-based Learning (WBL) students enrolled in a Family and Consumer Science Career Pathway placement. Through cooperative and competitive programs,

FCCLA members develop skills for life including character development, creative and critical thinking, interpersonal communication, practical knowledge, and career preparation. Participation in national programs and co-curricular chapter activities enables FCCLA members to learn cooperation, take responsibility, develop leadership, and give service.

ADVISOR: Mrs. Amanda Mosley

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

ADVISOR: Mrs. Shellie Cleghorn

**Hobachee Yearbook** - The Vidalia High School yearbook, The *Hobachee*, documents the school year's events in both pictures and text. Membership to the yearbook staff is determined through an application process, and teacher recommendations, grades, attendance, and discipline are also considered. It is recommended that members of the staff possess a strong background in oral and written communication skills. The *Hobachee* is usually published and distributed in late August to fully cover the entire previous school year's activities.

ADVISOR: Ms. Carrie Beth Davis

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

ADVISOR: Ms. Carrie Beth Davis

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

ADVISOR: Mrs. Vicki Ogle

**National Honor Society** - NHS is an organization which is recognized world-wide. It is designed to recognize those students who have achieved academic success, possess leadership skills, have good character and participate in service to their school and community. Membership in this organization is by invitation only and is based on the following criteria:

- An overall 93 academic average.
- The overall 93 percent average must be maintained every semester - failure to do so will result in one semester of probation to bring average back up to the 93% - if after the semester of probation the average is not back to 93%, the member will be dismissed from the organization
- Approval by the faculty council
- Must have attended Vidalia High School for one full year
- Must be in the 10th, 11th or 12th grade have a minimum 3 academic credits, and meet the HOPE rigor requirements as set by the state
- Members who miss 5 or more meetings will be recommended dismissed
- Members must meet all service projects /meeting requirements each year; failure to do so will result in a dismissal recommendation and/or not being recognized as a NHS member at graduation.



ADVISOR: Ms. Jillian Davis & Mrs. Leslie Hodges

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

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

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

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

## **Discipline Rules & Consequences**

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

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

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

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

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

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

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

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

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

**Rule 04**     **Breaking & Entering- Burglary** - unlawful entry into a building or other structure with the intent to commit a crime. This applies to school buildings or activities related to a school function.

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

- Rule 05**     **Computer Trespass** -unauthorized use of a computer or computer network with the intention of deleting, obstructing, interrupting, altering, damaging, or in any way causing the malfunction of the computer, network, program(s), or data.  
**Consequence** - Up to 10 days OSS, possible referral to tribunal, and contact the appropriate authorities.
- Rule 06**     **Disorderly Conduct** -any act that substantially disrupts the orderly conduct of a school function, substantially disrupts the orderly learning environment, or poses a threat to the health, safety, and/or welfare of students, staff, or others. If the action results in a more serious incident, report it in the more serious incident code.  
**Consequence** - Parent conference, 3-10 days ISS, or OSS, possible referral to tribunal and notify appropriate authorities.
- Rule 07**     **Drugs, Except Alcohol or Tobacco**- unlawful use, cultivation, manufacture, distribution, sale, purchase, possession, transportation, or importation of any controlled drug or narcotic substance, or equipment or devices used for preparing or using drugs or narcotics. Includes being under the influence of drugs or substances represented as drugs. Code includes over-the-counter medications if abused by the student. Code does not include tobacco or alcohol.  
**Consequence** - Up to 10 days OSS, possible referral to tribunal, and contact the appropriate authorities.
- Rule 08**     **Fighting** -mutual participation in a fight involving physical violence where there is no one main offender and no major injury. This does not include verbal confrontations, tussles, or other minor confrontations.  
**Consequence:**  
                  1st Offense: 3 days OSS and possible arrest;  
                  2nd Offense: 3-10 days OSS - referral to tribunal and possible arrest;  
\*If a building administrator can determine that one party totally instigated the fight, then the innocent party may not be subject to any penalty.  
**If students refuse to cooperate with staff when they are instructed to stop fighting, they will be arrested and charges will be brought by Vidalia High School.**
- Rule 09**     **Homicide**- murder and non-negligent manslaughter, killing of one human being by another, killing a person through negligence.  
**Consequence** - Up to 10 days OSS, possible referral to tribunal, and contact appropriate authorities.
- Rule 10**     **Kidnapping** -unlawful seizure, transportation, and/or detention of a person against his/her will, or of a minor without the consent of his/her custodial parent or legal guardian.  
**Consequence** - Up to 10 days OSS, possible referral to tribunal, and contact appropriate authorities.
- Rule 11**     **Larceny / Theft** -unlawful taking, carrying, leading, or riding away of property of another person without threat, violence, or bodily harm. Included are pocket-picking, purse or backpack-snatching if left unattended, theft from a building, theft from a motor vehicle, theft from a coin-operated machine, and all other types of larcenies. The Larceny / Theft code should be used only when theft is serious enough to warrant calling the police or bringing in security.  
**Consequence** - Up to 10 days OSS, possible referral to tribunal, and contact appropriate authorities.

- Rule 12**      **Motor Vehicle Theft** -theft or attempted theft of a motor vehicle. Code includes theft of car, truck, motorcycle, dune buggy, RV, or anything that is self-propelled.  
**Consequence** - Up to 10 days OSS, possible referral to tribunal, and contact appropriate authorities.
- Rule 13**      **Robbery** -taking, or attempting to take anything of value that is owned by another person or organization, under confrontational circumstances by force or threat of force or violence and/or by putting the victim in fear. An essential difference between robbery and larceny is that a threat or battery is involved in a robbery. Examples include extortion of lunch money.  
**Consequence** - Up to 10 days OSS, possible referral to tribunal, and contact appropriate authorities.
- Rule 14**      **Sexual Battery** -oral, anal, or vaginal penetration by, or union with, the sexual organ of another or the anal or vaginal penetration of another by any other object, or attempts forcibly and/or against the person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of temporary or permanent mental incapacity. Includes rape, fondling which includes touching of private body parts of another person (either through human contact or using an object), indecent liberties, child molestation, sodomy. This code should be used only when the incident is severe enough to warrant calling in law enforcement.  
**Consequence** - Up to 10 days OSS, referral to tribunal, and contact appropriate authorities.
- Rule 15**      **Sexual Harassment** -deliberate, repeated, and unsolicited physical actions, gestures, or verbal or written comments of a sexual nature, when such conduct has the purpose or effect of interfering with a student's academic performance or creating an intimidating, hostile, or offensive learning environment. Examples include behaviors such as leering, pinching, grabbing, suggestive comments, suggestive jokes, or pressure to engage in sexual activity.  
**Consequence** - Up to 10 days OSS, possible referral to tribunal, and contact the appropriate authorities.
- Rule 16**      **Sex Offenses** -sexual intercourse, sexual contact, or other unlawful behavior or contact intended to result in sexual gratification without force or threat of force and where the victim is capable of giving consent including indecent exposure and obscenity. Examples include entering or downloading pornographic content onto school computers.  
**Consequence** - Up to 10 days OSS, possible referral to tribunal, and contact the appropriate authorities.
- Rule 17**      **Threat/Intimidation** -unlawfully placing another person in fear of bodily harm through verbal threats without displaying a weapon or subjecting the person to actual physical attack.  
**Consequence:**  
1st Offense: 1-3 days OSS;  
2nd Offense: 3-5 days OSS;  
3rd Offense: 5-10 days OSS and a tribunal hearing.

- Rule 18** ***Tobacco and Electronic cigarettes*** -possession, use, distribution, or sale of tobacco products on school grounds, at school- sponsored events, and on transportation to or from school.  
**Consequence:**  
1st Offense: 1-3 days ISS;  
2nd Offense: 1-3 days OSS;  
3rd Offense: Referral to tribunal.
- Rule 19** ***Trespassing*** -entering or remaining on a public school campus or School Board facility without authorization or invitation and with no lawful purpose for entry including students under suspension or expulsion, and unauthorized persons who enter or remain on campus after being directed to leave by the chief administrator or designee.  
**Consequence** - Up to 10 days OSS, possible referral to tribunal, and contact the appropriate authorities.
- Rule 20** ***Vandalism*** - the willful and/or malicious destruction, damage, or defacement of public or private property, real or personal, without the consent of the owner or the person having custody or control of it. Examples include graffiti, carving initials or words in desktops, or spray-painting on walls.  
**Consequence** - Up to 10 days OSS, possible referral to tribunal, and contact the appropriate authorities.
- Rule 22** ***Weapons Possession -Knife*** - the possession, use, or intention to use any type of knife, including a pocket or penknife, to inflict harm on another person, or to intimidate any person.  
**Consequence** - Up to 10 days OSS, possible referral to tribunal, and contact appropriate authorities.
- Rule 23** ***Weapons Possession -Other*** -the possession, use, or intention to use any instrument or object to inflict harm on another person, or to intimidate any person. Included in this code are chains, pipes, razor blades, ice picks, dirks, nunchakus, brass knuckles, Chinese stars, billy clubs, tear gas guns, electric weapons or devices, explosives, or propellants. Firecrackers and other fire-works are also included if fire is not involved.  
**Consequence** - Up to 10 days OSS, possible referral to tribunal, and contact appropriate authorities.
- Rule 24** ***Other Discipline Incident/or a State-Reported Discipline Action*** -Any other discipline incident for which a student is administered corporal punishment, in-school or out-of-school suspension, expelled, suspended from riding the bus, assigned to an alternative school, referred to court or juvenile system authorities, or removed from class at the teacher's request.  
**Consequence** - Up to 10 days OSS, possible referral to tribunal, and contact appropriate authorities.
- Rule 25** ***Weapons Possession-Handgun***- possession of a firearm which has a short stock and is designed to be held and fired by the use of a single hand; and any combination of parts from which a firearm described above can be assembled.  
**NOTE: This definition does not apply to items such as toy guns, cap guns, bb guns, and pellet guns.**

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

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

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

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

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

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

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

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

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

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

**Late to School**

**Consequence:**

6 occurrences: 1 day after-school detention.

9 occurrences: 3 days after-school detention.

12 occurrences: 1 day of Saturday school

15 or more occurrences: 1 day of ISS

**Tardies**

**Consequence:**

3 Tardies: 1 day of after-school detention.

6 Tardies: 3 days of after-school detention  
9 Tardies: Saturday School  
12 Tardies: 1 day ISS  
15 or more Tardies: 1 day OSS

**Truancy**

**Consequence:**

1<sup>st</sup> Offense: Saturday School  
2<sup>nd</sup> Offense: 1 day ISS and parent contact  
3<sup>rd</sup> Offense: 1 day OSS and parent conference

**Rule 31** **Dress Code-** Students will not violate dress code outlined on page 10 of the student handbook.

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

1<sup>st</sup> Offense- Warning/change into school provided scrubs  
2<sup>nd</sup> Offense- 3 days of after-school detention/ change into school provided scrubs  
3<sup>rd</sup> Offense- 1 day of Saturday school/ change into school provided scrubs  
4<sup>th</sup> Offense- 1 day of ISS  
5<sup>th</sup>+ Offense- 1 day of OSS

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

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

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

**Student Incivility 1-** General disrespect or failure to follow instructions

- A. Those refusing to carry out reasonable instructions of faculty or staff members, or failure to identify themselves upon request, are unacceptable.
- B. Students shall not report to class without appropriate materials. This includes, but is not limited to: textbooks, pencils, notebooks, class projects and any other items deemed necessary by the teacher. Dressing appropriately and participating in physical education classes is a requirement. Students are not allowed to place their heads on desk or sleep in class.

**Consequence:**

- A. 1<sup>st</sup> Offense: 3 sessions of after-school detention;  
2<sup>nd</sup> Offense: 1 day Saturday School;  
3<sup>rd</sup> Offense and thereafter: 1 day ISS.
- B 1<sup>st</sup> Offense: 1 session of after-school detention;

2nd Offense: 1 day ISS;  
3<sup>rd</sup> Offense: Saturday School

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

1st Offense: 1-3 days OSS and parent conference;  
2nd Offense: 3 days OSS and parent conference and possible tribunal  
3rd Offense: 10 days OSS and a tribunal hearing.

**Student Incivility 3-** Issuing false reports on school staff.

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

**Rule 34**

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

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

**Consequence:**

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

***Electronic Equipment/Cell Phones/Internet Usage***

- A.** Electronic devices are not allowed at school or any school function or activity. Electronic equipment such as Ipods, DVD's and any other electronic device is not allowed.
- B.** Earbuds/Headphones cannot be worn in the school building unless it is part of instructional delivery.
- C.** Cell phone use is limited to outgoing calls, which may be made before and after school and during lunch.

***The following regulations also apply:***

- a.** Phones cannot be visible or audible except during designated times outside the building.
- b.** Phone MUST BE turned off except when making an outgoing call.
- c.** No phone usage allowed on school buses AT ANY TIME.
- d.** Extra-curricular buses will be handled by coaches, per state law.
- D.** Internet Usage: No student shall visit any inappropriate, unauthorized web site while on school property. This includes, but is not limited to pornographic sites, chat rooms, and unsupervised email checks. Inappropriate sites will be determined by the teacher, media specialist, and/or administrators.

**Consequence:**

**A. Electronic Device:**

1st offense: confiscate device, pick up at end of day;  
2nd offense: confiscate device, 3 days ASD;  
3rd offense and thereafter: confiscate device, 1 day ISS.  
In all instances, device will be turned over to parent only.

**B. Earbuds:**

1st offense: confiscate device,  
2nd offense: confiscate device, 3 days ASD  
3rd offense and thereafter: confiscate device, 1 day ISS.  
In all instances, device will be turned over to parent only.

**C. Cell Phone:**



- 1st Offense: Confiscate cell phone for one day.
- 2nd Offense: Confiscate cell phone for 1 day & 3 days ASD
- 3rd Offense: Confiscate cell phone for 1 day & Saturday School.
- 4th Offense: Confiscate cell phone for 1 day & 1 day ISS.

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

- 1st Offense: 1 day OSS and parent must accompany student upon return to school for administration conference.
- 2nd Offense: 3 days OSS and parent must accompany student upon return to school for administration conference.
- 3rd Offense: Up to 10 days OSS and referral to disciplinary tribunal.

**D. Internet Usage:**

- 1st Offense: Parent contact, 5 days after school detention, loss of computer privileges for one month from date of incident;
- 2nd Offense: 3 days ISS, loss of computer privileges for two months from date of incident;
- 3rd Offense: 3 days OSS and loss of computer privileges for remainder of time while a student at VHS.

**Rule 35**

**Gangs**

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

**Consequence:**

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

**Rule 36**

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

**Consequence:**

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

**Rule 40**

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

Rules 1-40 are State Rules

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**Rule 41**

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

**Consequence:**

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

3rd Offense and thereafter: Saturday School

- Rule 42** ***Extortion or Attempt to Extort*** - Students shall not extort or attempt to extort property from other students or school employees. Extortion is defined as obtaining property from another student, teacher, or employee) by force or threat of force. **Consequence** - Restitution where appropriate, parent conference, 10 days OSS, possible referral to tribunal, contact authorities where appropriate.
- Rule 43** ***Gambling***. Students will not gamble on school property or while attending an activity under school supervision. **Gambling includes playing cards, betting, matching, etc., for money, property, or recreational purposes. No cards of any kind are permitted on school grounds.** **Consequence** - Discretion of administration.
- Rule 44** ***Classroom Disturbances***. Students shall not engage in action which disturbs the flow of teaching activities in a classroom. **Consequence:**  
1st Offense: 3 sessions of after-school detention;  
2nd Offense: 5 days detention;  
3rd Offense and thereafter: 3 days ISS and parent contact  
4<sup>th</sup> Offense: Saturday School
- Rule 45** ***Vulgar Languages***. No student shall use profane, vulgar or obscene words, gestures or actions directed toward faculty or staff members, students, or used non-directly at school events or functions. **Consequence:**  
1st Offense: 5 sessions of after-school detention, Saturday School, 1 day ISS, 1 day OSS (depending upon action);  
2nd Offense: 3 days ISS , 3 days OSS, and parent conference;  
3rd Offense: Up to 10 days OSS and possible referral to tribunal hearing.
- Rule 46** ***Public Display of Affection or Inappropriate Touching***. Students shall not engage in inappropriate physical display of affection or touching on school property or at school activities. This includes, but is not limited to kissing. **Consequence:**  
1st Offense: 5 sessions of after-school detention;  
2nd Offense: 1day ISS and parent conference;  
3rd Offense and thereafter: 1 day OSS.
- Rule 47** ***Hall Passes/Restricted Areas. A student must have a hall pass whenever he leaves a class during the class period. There are no exceptions to this rule.*** Students are not allowed to visit other students during class hours. Students are not allowed in restricted areas deemed by administration. **Consequence:**  
1st Offense: 5 sessions of after-school detention;  
2nd Offense: 1 days ISS;  
3rd Offense and thereafter: 3 days ISS.
- Rule 48** ***Foods & Drinks***. No student shall have food or drinks in the halls, classrooms or restrooms unless approved by a teacher. No food or drinks served by the cafeteria hall be taken from the lunchroom. DE students will adhere to the same policies as full-time students.

**Consequence:**

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

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

**Consequence:**

- A.** 1st Offense: Loss of car on campus for one week;  
2nd Offense: Loss of car on campus for one semester;  
3rd Offense: Permanent loss of car on campus.
- B.** 1st Offense: 5 sessions of after-school detention;  
2nd Offense: 3 days ISS;  
3rd Offense and thereafter: 1 day OSS.

**Rule 50** ***Lunchroom Conduct.***

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

**Consequence:**

- 1st Offense: Lunchroom clean-up duty during lunch period;
- 2nd Offense: 5 sessions of after-school detention; Saturday School
- 3rd Offense and thereafter: 3 days ISS, parent contact.

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

**Consequence:**

- 1st Offense: Saturday School
- 2nd Offense: 1 day ISS;
- 3rd Offense and thereafter: 3 days ISS or OSS

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

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

**Rule 53** ***Bus Conduct Referral.*** Code of conduct outlined in Transportation and Parking section must be followed.

**Consequence:**

- 1<sup>st</sup> Referral- **Warning** given to student by bus driver to take home to parent.
- 2<sup>nd</sup> Referral- **Warning**/Meeting with Transportation Director
- 3<sup>rd</sup> Referral- Bus Suspension for **3 Days**
- 4<sup>th</sup> Referral- Bus Suspension for **5 Days**
- 5<sup>th</sup> Referral- Bus Suspension for **10 Days**
- 6<sup>th</sup> Referral- Bus Suspension for **20 days**

## 7<sup>th</sup> Referral- Bus Suspension for the Remainder of the school Year.

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

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

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

**Rule 54**     ***Fire Alarm-Activating a Fire Alarm Under False Pretense.*** No student shall activate a fire alarm under false pretenses.  
**Consequence** - 10 days OSS, referral to tribunal, and contact appropriate authorities

**Rule 55**     ***Verbally abusing students*** without intent to do bodily harm.  
**Consequence:**  
1st. Offense: 5 sessions of after-school detention;  
2nd Offense: 1 day ISS;  
3rd Offense: 1 day OSS and possible tribunal hearing.

### **In-School Suspension (ISS)**

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

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

**In order to take advantage of the ISS program, the student must abide by the rules and regulations as described below:**

1. Students who are on work-study programs will be dismissed according to their work-study schedule..
2. Upon arrival to the ISS room, the student will go directly to his/her work station and begin their daily assignments or wait quietly for instruction.
3. Pencils, pens, and paper are the responsibility of the student.
4. Talking is allowed only in responding to the supervising teacher.
5. No notes are to be passed among the students.
6. Restroom breaks will be after second and fourth periods and only under teacher supervision.
7. Sleeping at the workstation is not permitted.
8. All assignments are to be completed and submitted to the supervising teacher. Students may not return to class until work is complete.
9. Lunch shall be eaten at the V.C.H.S. Cafeteria.
10. **Students cannot be tardy for ISS** or additional time will be given.

### **Out of School Suspension (OSS)**

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

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

### **Search and Seizure**

Delegated school officials may, according to law and board policy, have access to student lockers, automobiles, and personal belongings while on the school campus when there is a reason to

suspect that the welfare of students and other personnel may be threatened. The search shall be made in the presence of at least one witness except in emergency situations or if dangerous or illegal materials are in plain view. Discovery of dangerous or illegal materials shall be reported to the proper authority.

## **Federal Programs**

### **Title I, Part A:**

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

### **Title I, Part C:**

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

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### **Title I, Part D**

The purpose of Title 1, Part D is to improve educational services for children and youth in local and State institutions for neglected or delinquent children and youth to insure these children have the same opportunities to be successful in meeting the state academic achievement as all other students.

### **Title V, Part B:**

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

### **Title X, Part C**

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

### **Family & Community Engagement Program**

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

### **Wellness Policy**

The wellness policy requirement was established by the Child Nutrition and Special Supplemental Nutrition Program act and has been strengthened by the Healthy, Hungry-Free Kids Act of 2010 (HHFKA). It requires each LEA participating in the National School Lunch Program and/or School Breakfast Program to develop a wellness policy for students and staff within its district.