

TAYLOR COUNTY MIDDLE – HIGH SCHOOL PARENT & STUDENT HANDBOOK 2022-2023



TCMS
22 Oak Street
Butler, GA 31006
478-862-5285
Fax: 478-862-5368

<https://www.taylorcountyschools.org/o/tcms>

TCHS
24 Oak Street
Butler, GA 31006
Phone: 478-862-3314
Fax: 478-862-3099

<https://www.taylorcountyschools.org/o/tchs>

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WELCOME MESSAGE

Welcome to the 2022-2023 school year!

We are here to help ensure that each student reaches his/her maximum potential by providing a quality education to include rigorous academics, engaging extracurricular activities, and meaningful community relations. Likewise, we encourage students to be of good character. This will assist us in maintaining a structured, well-disciplined school in every regard to maximize learning.

It is important for faculty, staff, parents, and students to become partners in this educational journey. We encourage communication and collaboration between the home and the school. We strive to build a strong partnership with our families and the community for the benefit of increasing the success of our students. We welcome your engagement in our school's activities.

This handbook contains essential information regarding the policies, rules, procedures, and opportunities available at Taylor County Middle School and Taylor County High School.

We wish you a successful school year. Please contact us with any questions or concerns.

Taylor County Middle School – 478-862-5285

Taylor County High School – 478-862-3314

Sincerely,

Taylor County Middle-High School Administration

DISTRICT CALENDAR 2022-2023

July	January
26 – District Staff Convocation	2 - Christmas Break
27-29 – Professional Learning	3 - Professional Learning
	4 – Report Cards
	4 - Students Return/2nd Semester Begins
	16 - MLK Holiday
August	February
1 - First Day of School	6 – Progress Reports
	17 – Winter Break
	20 – Presidents’ Day Holiday
September	March
5 – Labor Day Holiday	10 – End of 3rd 9 weeks
6 – Progress Reports	13 - Break
30 – End of 1st 9 weeks	14 – Professional Learning
	15 – Report Cards
October	April
3 - Report Cards	10-14 - Spring Break
10-11 - Professional Learning	24 - Progress Reports
12-14 - Fall Break	
November	May
7 - Progress Reports	24 – Last Day of School
21-25 - Thanksgiving Break	25-26 – Professional Learning
	27 - Graduation
December	
16 - End of 1st Semester/Early Release	
19-30 - Christmas Break	

This document can be translated for you. Please call the Taylor County Board of Education at 478-862-5224 or take this document to the Taylor County Board of Education at 23 Mulberry Street, Butler, GA.

Este documento puede ser traducido para usted. Por favor, llame a Taylor County Board of Education 478-862-5224 o venga al Taylor County Board of Education, 23 Mulberry St., Butler, Georgia 31006

Tài liệu này có thể được dịch cho bạn. Xin vui lòng gọi Taylor County Board of Education tại 478-862-5224 hoặc đến Taylor County Board of Education tại 23 Mulberry Street, Butler, Georgia 31006.

GENERAL INFORMATION

EQUAL OPPORTUNITY EMPLOYMENT AND EDUCATIONAL SERVICES (DISCRIMINATION / HARASSMENT)

It is the policy of the Taylor County Board of Education that racial, sexual, or other forms of harassment or discrimination are forbidden. Any student or employee who believes he/she has been subjected to harassment or discrimination by other students or employees of the school based upon race, color, religion, national origin, age, disability or sex should promptly report the same to the principal or counselor of their school or appropriate coordinator, who will implement the board's discriminatory complaints or harassment procedures. Neither students nor employees shall be subjected to retaliation for reporting harassment or discrimination.

Students may not falsify, misrepresent, omit, or erroneously report information regarding instances of alleged inappropriate behavior by a teacher, administrator, or other school employee toward a student. Any student (or parent or friend of a student) who believes a student has been the victim of an act of sexual abuse or sexual misconduct by a teacher, administrator or other school system employee is urged to make an oral report of the act to any teacher, counselor or administrator at his/her school.

SECTION 504 COMPLAINTS

Section 504 is a federal law that prohibits discrimination on the basis of disability. Any student or parent or guardian ("grievant") may request an impartial hearing due to the school system's actions or inactions regarding your child's identification, evaluation, or educational placement under Section 504. Requests for an impartial hearing must be in writing to the school system's Section 504 Coordinator; however, a grievant's failure to request a hearing in writing does not alleviate the school system's obligation to provide an impartial hearing if the grievant orally requests an impartial hearing through the school system's Section 504 Coordinator. The school system's Section 504 Coordinator will assist the grievant in completing the written Request for Hearing. The Section 504 Coordinator may be contacted through the school system's central office. Copies of the 504 Procedural Safeguards and Notice of Rights of Students and Parents Under Section 504 may be found at the system website or may be picked up at the central office or at any of the school offices.

FEDERAL PROGRAMS DIRECTOR:

LaTonja Turner, turner.latonja@taylorboe.org

Title I, Part A Improving the Academic Achievement of the Disadvantaged

Title I, Part A is a part of the Elementary and Secondary Education Act of 1965 as amended by the Every Student Succeeds Act (ESSA). The supplemental federal funds are allocated to ensure that all students have fair, equal, and significant, opportunities to obtain a high quality education and reach at minimum, proficiency on challenging state academic achievement standards.

Title IV, Part A - Student Support and Academic Enrichment (SSAE)

Authorized in December 2015, the Every Student Succeeds Act (ESSA) has allocated funds to improve students' academic achievement via Title IV, Part A grant funding. Funding from this grant will be used to provide all students with access to a well-rounded education and to improve school conditions for student learning via various district wide services. For service consideration, please complete registration at the local school, and then visit the TCSD Central Office to complete an additional registration document if needed.

CURRICULUM DIRECTOR:

Jenny Gibbo, gibbo.jenny@taylorboe.org

The coordinator develops and implements the school district's instructional program.

SPECIAL EDUCATION COORDINATOR:

Ann Hopkins, hopkins.ann@taylorboe.org

Under the Individuals with Disabilities Education Act (IDEA), Special Education is defined as: "Specially designed instruction, at no cost to parents, to meet the unique needs of a child with a disability." The Special Education Program provides additional services, support, programs, and/or specialized placements or environments to ensure that all students' educational needs are met. The coordinator also addresses concerns relative to the Americans with Disabilities Act, the Civil Rights Act, and the Rehabilitation Act.

TITLE IX COORDINATOR/Gender Equity in Sports

Moneak McCrary, mccrary.moneak@taylorboe.org

State law prohibits discrimination based on gender in athletic programs of local school systems (Equity in Sports Act, O.C.G.A. § 20-2-315). Students are hereby notified that Taylor County School District does not discriminate on the basis of gender in its athletic programs. The sports equity coordinator for Taylor County School District is Moneak McCrary. Inquiries or complaints concerning sports equity in this school system may be submitted to the sports equity coordinator.

THE ABOVE LISTED COORDINATORS/DIRECTORS CAN BE REACHED AT THE FOLLOWING ADDRESS:

Taylor County Board of Education - 23 Mulberry Street, Butler, GA 31006 - (478) 862-5224

GIFTED PROGRAM

The Taylor County School System recognizes the need to provide gifted education services to students who have the potential for exceptional achievement.

Contact: High School Office 478-862-3314 or Middle School Office 478-862-5285

FEDERAL PROGRAMS

Certain students may be entitled to benefits under selected federal programs. Students who qualify or potentially qualify for any of the following services should first complete registration at the local school, then visit the TCSD Central Office to complete an additional registration document.

HOMELESS AND UNACCOMPANIED YOUTH, TITLE IX-A

There are rights under federal law for students who meet the McKinney-Vento definition of homeless. A student is considered homeless if he or she is “doubled up” with other people—sharing housing—due to loss of housing or economic hardship, living in a shelter, lives in a public or private place not designed for humans, lives in a car, a park, abandoned building, substandard housing or a bus or train station, lives in a motel/hotel, camper or campground due to lack of alternative adequate accommodation, or is an unaccompanied youth. Homeless children and unaccompanied youth are entitled to immediate enrollment.

CHILDREN IN FOSTER CARE, PART OF TITLE I-A

Children in foster care are entitled to immediate enrollment and certain other considerations. Due to their special circumstances and needs, it is essential that these students are immediately identified.

ESOL/ELS (ENGLISH LEARNERS, OR ENGLISH AS A SECOND LANGUAGE STUDENTS) TITLE III-A:

Students who indicate on a Home Language Survey (HLS) that a language other than English is spoken in the home are screened for English language comprehension in accordance with state policy and federal regulation. ESOL services are provided to students who, according to the results of the screener, need English language support.

MIGRANT STUDENTS TITLE I-C

Students whose parents move in order to accept employment in certain agricultural or fishing programs may be eligible for services provided through the Migrant Education Program (MEP).

STUDENTS WITH DISABILITIES

Eligible students under federal guidelines from Individuals with Disabilities Education Act (IDEA) or Section 504 of the Rehabilitation Act of 1973 / Americans with Disabilities Act (ADA) have protected federal rights. These students are served utilizing an Individual Education Plan (IEP) or 504 Plan. Both are legal binding documents.

RIGHT TO KNOW PROFESSIONAL QUALIFICATIONS OF TEACHERS AND PARAPROFESSIONALS

In compliance with the requirements of the “Every Students Succeeds Act,” Taylor County High School would like to inform you that you may request information about the professional qualifications of your student’s teacher(s) and/ or paraprofessional(s). The following information may be requested:

Whether the student’s teacher—

- has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;
- is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived; and
- is teaching in the field of discipline of the certification of the teacher.

Whether the child is provided services by paraprofessionals and, if so, their qualifications.

If you wish to request information concerning your child’s teacher and/or paraprofessional’s qualifications, please contact the principal, at 478-862-3314 (TCHS) or 478-862-5285 (TCMS).

SCHOOL SYSTEM WEBSITE

School information is available on our district website, which can be found on the web/internet at

www.taylorcountyschools.org

*This information is updated periodically throughout the year.

STUDENT RECORDS

Contact the front office for student records requests, enrollment/withdrawal requests, transcript requests, parking permit requests, or other routine matters of business.

INFORMATION FORMS

The school must have a working phone number for a parent/guardian with an additional emergency contact number. The information must be kept current. Since our students are minors, parents are legally responsible for providing accurate information to school officials.

SOCIAL SECURITY NUMBERS

Students enrolling in Georgia public schools for the first time will be asked by the school or school system to furnish a Social Security number. However, the Social Security number is not required for enrollment in public schools. If they prefer, parents/guardians may sign a statement declining to provide the number without giving a reason. Students for whom Social Security numbers are not available will be assigned other student identification numbers.

<http://www.gadoe.org/askdoe.aspx?PageReg=ASKNewcomer>

CRITERIA FOR PRESENT / PROSPECTIVE OUT-OF-COUNTY STUDENT ENROLLMENT

Out-of-county students whose parents wish to pay tuition for their child to attend Taylor County Schools (under the conditions of Board Policy JCB) may attend Taylor County Schools provided they meet the following criteria:

- 1) An enrolling student must have no major behavior issues or any criminal record. Once accepted, out-of-county students and his or her parent or guardian agree that if there is a violation of the Code of Conduct or if the student is arrested, the student may be withdrawn immediately by the school administration, and the student will not be entitled to a hearing before a tribunal or appeal to the board of education.
- 2) An enrolling student must maintain satisfactory grades and attendance. If, in the opinion of school or District administration, the student is not performing academically according to the student's ability, the student may be withdrawn by the school administration.
- 3) Enrollment is discretionary based on several factors, including, but not limited to, the number of students per class and the staff available.
- 4) The District does not provide transportation for out-of-county students. Parents or guardians are responsible for the transportation of students to and from school.
- 5) The prompt payment of tuition is a condition of enrollment. One-hundred percent (100%) of the annual tuition is due upon enrollment.
- 6) Enrollment as an out-of-county student is a privilege that may be revoked and the student dismissed or expelled in accordance with District policies or if the above criteria are not maintained.

SUSPENSION FROM A PREVIOUS SCHOOL

Students suspended from other systems will not be considered for enrollment into the Taylor County School System until the suspension is lifted from the system of origin.

COUNSELING SERVICES

- 1) Students are urged to take advantage of counseling services offered by the school. These include personal and academic as well as informational services.
- 2) If you have a personal problem or need additional help passing a course, feel free to stop by the principal's office or the Counselor's office to schedule an appointment.
- 3) Students who are 18 years old or older are advised to contact the school counselor for voter registration and selective service information.
- 4) Additional Counseling services are available through the Morningstar Children and Family Services which is also available to all TCMS/TCHS students. Counseling request forms are in the office for students wanting to see a counselor.

PARENT RESOURCES

Our parent resource center is located in the front office and is open daily from 8:00 am to 3:00 pm. Many resources are available to meet statutory requirements for Title I Parent Involvement contained in the Elementary and Secondary Education Act (ESEA). You may also visit the Georgia Parental Information and Resource Center website for tips on how to help your child succeed in school.

INFINITE CAMPUS

Infinite Campus is the schools' database system that allows parents to view their student's grades, attendance, update household information, view District and School announcements, and see cafeteria balances. To register for access to the Infinite Campus parent portal, please visit the Taylor County School District website: www.taylorcountyschools.org

CONFERENCES

Parent conferences are encouraged. Teachers have planning times that allow for scheduled parent conferences. If you would like to schedule a conference, please contact the front office or email the teacher.

TOBACCO / DRUG FREE CAMPUS

Taylor County Middle-High School is a tobacco / drug free school campus. School policy prohibits the use of all tobacco / drug products and paraphernalia.

SAFETY AND WEATHER DRILLS

Fire, tornado, and safety drills are held on a regular basis. At the sound of the alarm, students are expected to file quietly and cooperatively out of the classroom to a predetermined area for emergency safety/weather drills. There is a System-Wide Emergency Preparedness Plan (SWEPP) for safety drills. All faculty, staff, and students are informed annually.

INTERNET AGREEMENT AND USAGE

Taylor County Middle-High School recognizes the importance of having access to the internet for our students. We follow the guidelines provided to us by the Taylor County Board of Education. Students **MUST** have an acknowledgement form signed by a parent / guardian on file to access the internet at school. We currently employ Sonic Wall as our screening software and our teachers / staff members closely monitor the use. Even with these precautions, students may come upon an inappropriate website. If the student comes upon an inappropriate website, he/she is to notify the teacher/staff member of such site immediately. **Deliberate inappropriate use of the internet will result in disciplinary action.**

The Taylor County Board of Education adopted an agreement that outlines the guidelines of acceptable access/usage of the Taylor County School System network, Internet, and/or Intranet and for the purpose of Bring Your Own Device (BYOD). This agreement will be sent home and requires the student and parent/guardian signature.

CELL PHONES / ELECTRONIC COMMUNICATION DEVICES

Telephones are available for use in the main office before/after school and in extreme emergencies. Students who are sick and need to call home will report to the office/nurse. Only in extreme cases such as family emergencies and/or serious illness or death in the immediate family will the office give students telephone messages or allow them to use the office telephone.

To preserve instructional time and minimize disruptions at TCHS, the use of cellular phones and other electronic communication devices during class is prohibited; they should be put away & silenced before entering the classroom. The use of cell phones are only allowed during transition between classes, breakfast and lunch.

During state mandated testing, cellular phones and other electronic devices are not allowed in the testing location.

The school is not responsible for stolen and/or lost cell phones and additional personal items. Administration will not conduct a search in such instances. The school is not responsible for the recovery of lost and/or stolen items.

Note: When a student's cell phone has been confiscated, the parent/guardian MUST come to the school to pick up the cell phone after school, 3:10-3:30.

SOLICITING OF FUNDS BY STUDENTS

The Taylor County Board of Education discourages the soliciting of funds (selling anything or advertising by students) during the regular school day, except under special circumstances. Any soliciting of funds for the school will be done after school hours.

VISITOR PROCEDURES

All visitors should report to the front office to sign in and receive a visitor's badge.

CLASSROOM ATMOSPHERE AND UPKEEP

Please be conscientious about the appearance and maintenance of the school. DO NOT leave garbage, damage fixtures, or act disrespectfully towards the property of the school, your teachers, or your classmates.

The following guidelines must be followed:

- 1) Keep valuables in your locker.
- 2) Students are responsible for all textbooks and library books issued to them during the school year. Students must pay for all lost or damaged books.

LOCKER POLICY for TCMS

TCMS students are provided an opportunity to rent a locker to store their belongings. This comes with the basic understanding that lockers are NOT private property and are subject to search and seizure at any time there is a REASONABLE SUSPICION. As such, the following rules of locker rental and usage shall apply.

1. Lockers are the property of Taylor County School District. Students do not have any reasonable expectation of privacy under the terms of the rental agreement.
2. Yearly locker rental costs \$5.00 (TCMS) and is payable by cash or check.
3. Student lockers have built-in combination locks. Students do NOT have the right to bring unattached combination locks to augment existing locks. Unauthorized locks will be destroyed with bolt-cutters and discarded. Furthermore, any locker violating this policy will be searched when the lock is removed.
4. Lockers may be searched periodically under the umbrella of reasonable suspicion. Should administrators and/or the SRO discover any illegal or illicit substances, weapons, dangerous instruments or inappropriate materials, the student will be subject to school disciplinary action and/or legal prosecution.
5. Students may only rent lockers as individuals. **Students may not share lockers.**

GRADING INFORMATION

GRADING SYSTEM

- All grades are reported numerically
- Grades: 90 – 100 = A; 80 – 89 = B; 70 – 79 = C
- Any grade below 70 is failing.

Student progress reports are issued during the 4.5 week point of each 9-week grading period. Students are required to take home all progress reports for a parent/guardian's signature.

Access to student grades and attendance records is available at any time via the Infinite Campus Parent Portal.

TRANSFER CREDITS

Students transferring from schools who do not provide a numerical grade will have grades assigned as follows:

A = 95

B = 85

C = 75

D or below 65

ACADEMIC HONESTY

Cheating and plagiarism will not be tolerated. Initial offenses will be dealt with by the classroom teacher. Subsequent offenses may affect eligibility for academic awards and honors.

HONORS PROGRAM

An annual Honors Program will be held in the Spring. Students will be recognized for their academic achievement throughout the year. We will award various certificates, plaques, scholarships, and awards for different academic and citizenship accomplishments. Yearly grades are not finalized at the time of the Spring Honors Program.



BEMON G. McBRIDE, III
CHIEF JUDGE OF SUPERIOR COURTS

11TH FLOOR, GOVERNMENT CENTER
P.O. BOX 1340
COLUMBUS, GEORGIA 31902-1340

TELEPHONE
706/225-4275
FACSIMILE
706/653-4269

May 1, 2019

Dear Parent or Guardian,

On behalf of the Superior Courts of Chattahoochee, Harris, Marion, Muscogee, Talbot and Taylor Counties, I wish to welcome you to a new school year and confirm that school attendance is mandatory in the State of Georgia. Regular student attendance is a basic requirement for academic progress, as we all know. Attendance is linked closely to lifelong learning and productivity. It is well established that frequent or chronic absences, late arrivals and truancy place a child at a severe disadvantage, both in school and in endeavors later in life.

With these considerations in mind, you should know that your child's school is legally required to report students with excessive absences or late arrivals to your school's social worker for follow up and possible legal action.

Should such a referral occur, efforts will be made to help the family resolve attendance problems. If such efforts are unsuccessful, it shall be the duty of the school social worker to file proceedings in Juvenile Court or take other legal steps to ensure compliance with Georgia's compulsory attendance laws.

Your child's school realizes that occasional absences or tardiness are necessary or even unavoidable because of illness or family emergencies; however, your student will be responsible for all assignments and homework covered during the absence. If a student needs the teacher's assistance to understand missed material, the teacher will usually be glad to assist the student at a pre-arranged time before or after regular class hours. Generally, it will not be possible for the teacher to stop class or interrupt instruction to accommodate students who are absent or tardy as this would be unfair to other students.

I hope that you and your student have a good academic year and that you will call upon your school with any questions or concerns.

With sincere best wishes,

Bemon G. McBride, III
Chief Judge,
Chattahoochee Judicial Circuit

BGM,III/ljj

TARDY INFORMATION

TARDY PROCEDURE

When the tardy bell rings, **classroom doors will be closed**. Students who are tardy to school or class may not enter the classroom without a tardy slip from the front office. The following consequences shall apply to students who are tardy to class:

- 1st tardy: Warning
- 2nd tardy: Warning
- 3rd tardy: After School Detention (3:15-4:00)
- 4th tardy: After School Detention (3:15-4:00)
- 5th tardy: After School Detention (3:15-4:00)

Every subsequent tardy after 5 will result in 1 day ISS. Tardies will start over each 9-week period.

ATTENDANCE INFORMATION

Students must either go to the cafeteria or report to their classes upon arrival on campus.

Students who do not attend school all day from 8:00 a.m. to 3:10 p.m. miss instruction and assignments. Therefore, early dismissal from school should be considered carefully in light of its possible consequences for the student. School hours are from 8:00 a.m. until 3:10 p.m. each day.

CHECK OUT PROCEDURE

Should early dismissal prior to 3:10 PM be necessary, the following steps must be followed:

- ✓ Check-outs must go through the front office using the following criteria:
 - A parent or his/her designee must sign out the student, (**Persons signing a student out of school may be asked to present identification for the student to be released**).
 - A note or email from the parent or guardian to be submitted that morning before school. Email Jane Hinton hinton.jane@taylorboe.org or gunn.linda@taylorboe.org. For Middle School email howell.roslyn@taylorboe.org.
- ✓ Parents should NOT expect the school to have the student waiting in the office to be picked up.
- ✓ Parents may NOT enter locations in the building other than the front office.

EXCUSED ABSENCES

- 1) Personal illness or significant injury, potentially requiring a visit to a physician.
- 2) Doctor or dental appointment with an excuse on physician letterhead.
- 3) Serious illness of or death in the immediate family.
- 4) Special religious holidays.
- 5) Mandated court appearances.
- 6) Conditions rendering attendance impossible or hazardous to student health or safety.
- 7) A student whose parent or legal guardian is in military service in the U. S. armed forces or National Guard, and such parent has been called to duty for or is on leave from overseas deployment to a combat zone or combat support posting will be granted up to 5 days of excused absences per school year to visit with his or her parent prior to the parent's deployment or during the parent's leave. A student may be granted excused absences, up to 5 days per year for 2 school years, to attend military affairs sponsored events, if specific documentation is provided from the sponsor of the military event prior to absence.

- 8) Any other absence deemed to have merit based on the circumstances and approved by the principal and Superintendent.
- 9) High school administrators are authorized to allow for eligible students a period not to exceed one day for registering to vote or voting in a public election.
- 10) Students will be counted present when they are serving as pages of the Georgia General Assembly.
- 11) Students in foster care will be counted present while attending court proceedings relating to their foster care.

Administration reserves the right to determine whether or not an absence is excused and may request supporting documentation for an absence.

EXCUSE PROCEDURES

- 1) Excuse notes (parent and/or physician) should be turned into the front office upon return.
- 2) Notes should include the following: student's name, date(s) of absence(s), reason for absence, document from doctor, etc., and signature of parent or legal guardian.

- ✓ If the absence is excused, the student will be allowed to make up work missed within three (3) days.
- ✓ Students are responsible for all work missed as a result of absences. This is to include work missed while on a field trip or extracurricular activities.
- ✓ Any test or project assigned prior to an absence must be completed on the first day of return to school.
- ✓ Students who have served OSS will be allowed to make up work upon their return to school, and are responsible for requesting missed assignments from their teachers.

It is the student's responsibility to bring excuses for absences. **Failure of the student to present an excuse within three (3) days shall result in an unexcused absence.** Any student found to have submitted an excuse falsely presented as being from a parent or guardian is subject to school discipline. **A maximum of three notes will be accepted per semester from parents for excused absences.**

CONSEQUENCES OF EXCESSIVE ABSENCES

A student who demonstrates a pattern of excessive, unexcused absences is subject to the following course of action:

- 1) Any student with five (5) unexcused absences will receive a warning letter.
- 2) Any student with ten (10) absences (excused/unexcused) will receive a letter requesting a meeting with the school administration and school resource officer.
- 3) Any student with fifteen (15) absences (excused/unexcused) will be referred to truancy court and may be subject to being retained in his/her grade, pending the reasons for the absences.

TRUANT STUDENT

A truant student is any student subject to compulsory attendance who during the school calendar year has more than five days of unexcused absences. Truancy laws can be applied to parents who provide inadequate supervision to ensure that their children are attending school.

ABSENCES DUE TO SUSPENSION

School days missed as a result of school suspension shall not count as unexcused days for the purpose of determining student truancy.

Hospital Homebound

Instructional services available to students who are medically unable to attend school for a minimum of 10 consecutive days or intermittent periods of time throughout the school year, as documented by a licensed medical doctor.

ATTENDANCE RECOVERY

In accordance with district policies and procedures, students will lose credit for any course in which they have more than fifteen (15) absences, excused or unexcused. Students will have opportunities to redeem credit in our Attendance Recovery Program/Saturday School throughout the school year.

A parent or guardian may appeal a decision to withhold credit for an individual student based on excessive absences. Appeals must be made to the Attendance Committee in writing by May 6, 2022, on the basis of hardship, extenuating circumstances, or other extreme emergencies. This must be in writing. No emails, in person meetings, or phone calls will be considered for an appeal. Appeals are reviewed on an individual basis and there is no guarantee that the appeal will be approved by the committee. If the appeal is denied, a request in writing may be sent to the Superintendent or her designee within five (5) school days for an informal review and hearing.

Teenage and Adult Driver Responsibility Act (TAADRA)

Students must be enrolled in school and not under expulsion from school to be eligible for a driver's license or learner's permit. Students applying for an instruction permit or driver's license must obtain from their school a certificate of school enrollment to certify that they are eligible to apply. All students who intend to get their learner's permit or driver's license over the summer months or during other breaks when school is not in session should request a certificate of school enrollment before the end of the school year or the beginning of holiday breaks.

DRESS CODE INFORMATION

Each student must dress in a manner which is appropriate for school and its related activities. Good personal appearance, appropriate dress, proper behavior, and healthy personal hygiene are vital to each member of the school community. Developing good taste in dress, good grooming habits, and good behavior are a part of the overall educational program. Students dressed inappropriately can have a negative influence on the educational process and the educational climate of the school. Violators can be assigned ISS. The Taylor County School District believes that this dress code promotes comfort and safety while enhancing the overall learning environment for the students.

- 1) Sagging or baggy pants are not allowed. All pants MUST be worn at the natural waistline.
- 2) Sleeveless shirts/blouses and/or shirts/blouses that expose the shoulders (cold-shoulder) are not permitted.
- 3) Pants should have NO skin visible above the knee.
- 4) Head coverings of any kind (hats, hoods, bandanas, bonnets, scarves, sunglasses, etc.) are NOT allowed.
- 5) Facial jewelry is NOT allowed..
- 6) Shoes must be worn at all times. Bedroom shoes, stilettos, and wheeled shoes are not allowed.
- 7) All belts will be buckled.
- 8) Shorts, skirts, dresses must come to 3 inches above the knee (the short side of a 3x5 index card).
Note: Cheerleaders CANNOT wear uniforms in class/during the school day.
- 9) Shirts/Blouses/Sweaters which expose the bare midriff are not permitted.
- 10) See-through clothing is not allowed (regardless of what is worn underneath).
- 11) Clothing which shows cleavage is not allowed.
- 12) Gang related paraphernalia is not allowed.
- 13) Clothing with inappropriate advertising or statements that are lewd, offensive, vulgar, obscene, or inflammatory (e.g. alcohol, drugs, tobacco, sex, gangs, etc.) is not allowed.
- 14) Leggings cannot be worn as pants without a covering of the appropriate length – 3 inches above the knee.
- 15) Any type of unusual or questionable wear will be judged on an individual basis by school administration.

16) Bookbags and large purses must be translucent (clear) or mesh.

SCHOOL HEALTH SERVICES INFORMATION

FEVER

Please do not send your child to school with a fever. Children will be sent home if they have a temperature of 100 degrees or greater and should remain home until he/she is fever free for a 24-hour period.

ADMINISTRATION OF MEDICINE TO STUDENTS

If a student must take medication at school, only the parent or the principal's designee may administer medication to students and only then in compliance with the following directives:

Written instructions signed by the parent shall always be required and shall include the following:

- student's name
- name of medication to be taken
- time to be taken
- required dosage
- list of possible side effects
- termination date for administration of medication.
- any other information requested of the parent by the principal or principal's designee.

If your child is prescribed medication, we will administer the medication when needed unless we have on file medical documentation for the student to self-administer epi-pens for allergies, inhalers for asthma, or diabetic supplies as part of a diabetes medical management plan. Parents must bring medications to the school in the original container with the specific instructions for your child. If your child goes to the doctor, please have the doctor send a note regarding the illness and when your child can return to school. For the safety of all students, please do not send medications with children.

PEDICULOSIS (HEAD LICE)

Upon discovery of head lice in any form (lice, eggs, or egg cases), a student will be prohibited from participation in all school activities. An infested student may be readmitted to school upon clearance by the school nurse or by written permission from a Georgia licensed physician.

TRANSPORTATION INFORMATION

Students should remember that riding a bus to school is a privilege, and not a right. Students are given bus transportation as long as they behave reasonably and don't jeopardize the safety of other passengers. Students who refuse to abide by reasonable standards of conduct will have their bus riding privileges restricted, suspended, or terminated. They can also face additional discipline at school, should their actions merit such treatment. Students are considered to be on school property the second that they step onto a Taylor County Schools bus.

STUDENTS NOT RIDING BUSES

1. Students should be dropped off in the parking lot behind the band room (in front of the Board of Education). 6th and 7th graders should be picked up in front of the BOE, while 8-12th graders should be picked up in front of the auditorium.

Students not riding a school bus should not arrive at school in the morning prior to 7:30 AM unless it will cause extreme inconvenience to parents and students. In such cases, they must report to the lunchroom until buses begin unloading. All students should be picked up in the afternoon no later than 3:25 p.m.

2. Do not drop students off in the vocational parking area or in front of the main building because of traffic congestion and safety concerns.

PARKING POLICY

Parking on our campus is a privilege afforded students who can legally drive, and not a right. The following rules apply to all students who park on campus:

- 1) Parking costs \$20 and is payable to the front office receptionist.
- 2) Parking privileges are solely granted under the assumption that students maintain a valid driver's license with a clean driving record. We reserve the right to revoke parking privileges at any point, should it come to our attention that a student has a hazardous driving record.
- 3) Parking privileges can be revoked depending on student discipline and attendance - parking fee will not be refunded.
- 4) No student is allowed to park on the grass or in a faculty space.

SCHOOL NUTRITION PROGRAM

The Taylor County School District offers nutritious breakfasts and lunches for students each day. The USDA has set certain standards and guidelines which have been followed in developing and implementing the following meal accounting procedures throughout the School District. The goals of this standard are:

- To treat all students with respect in the serving line regarding meal accounts regardless of the student's eligibility status;
- To establish a consistent district practice regarding overdrawn accounts and collection of negative balances.

Community Eligibility Provision

We are pleased to inform you that the Taylor County School District was approved to operate the National School Lunch and School Breakfast Programs under the Community Eligibility Provision (CEP) for the 2022-2023 school year at the Middle and High School.

What does this mean for you and your children?

This is great news for you and your students! All students enrolled at the Middle and High School are eligible to receive a healthy school breakfast and lunch at no charge to your household each day of the regular school year. No further action is required of you. Your child(ren) will be able to participate in these meal programs without having to pay a fee or submit an application. We offer nutritious meals in the cafeteria and encourage all students to eat breakfast and lunch at school.

If we can be of any further assistance, please contact the Cafeteria Manager at your child's school or the School Nutrition Program office at 478-721-1204.

Student Meal Prices for 2022-2023

Breakfast: No charge

Lunch: No charge

2nd Meal (same day) Price for Students

Breakfast: \$2.00

Lunch: \$3.00

Adult Visitor Meal Prices for 2022-2023

Breakfast: \$3.50

Lunch: \$4.50

Visitors Special Holiday Lunch - \$6.00

Delegation of Authority Regarding Unpaid Balances

The Superintendent, or designee, shall establish guidelines for the collection of all food service related charges due to the School District, including but not limited to the establishment of a mutually agreed upon payment plan until an account is paid in full, the use of a collection agency, and write-off of uncollectible debt.

USDA Nondiscrimination Statement (English and Spanish)

<https://www.fns.usda.gov/fns-nondiscrimination-statement>

ATHLETICS & EXTRACURRICULAR EVENTS

- 1) All students attending and/or participating in athletic events and other extracurricular events are under the supervision of the principal and/or faculty.
- 2) Proper behavior of all students will be expected at athletic events and other extracurricular events.
- 3) Any student under any suspension ISS/OSS or Alternative School may **NOT** attend practice, participate in any athletic or other extracurricular event, and may NOT attend the event as a spectator.
- 4) Participation for the remainder of the season will be based on the severity of the infraction and the coach/sponsor's decision.

YOU MUST HAVE A CURRENT PRE-PARTICIPATION(PPE)/PHYSICAL (Must use GHSA form) TO PARTICIPATE IN ANY EXTRACURRICULAR ATHLETIC EVENT AT TCHS/TCMS AND YOU MUST ALSO HAVE MEDICAL INSURANCE AND A SIGNED LIABILITY WAIVER. NO EXCEPTIONS EVEN FOR LIGHT WORKOUTS AND TRY-OUTS.

NO PASS NO PLAY GHSA RULES

To remain eligible for athletic participation, the following GHSA rules apply to ALL athletes in ALL sports:

1.50 - SCHOLASTIC STANDING / SCHOLARSHIP 1.51 To be eligible to participate, practice, and/or try out in interscholastic activities, a student must be academically eligible. A student is required to pass classes that carry at least 2.5 Units counting toward graduation the semester immediately preceding participation. Exception 1: First semester ninth grade students. Exception 2: A cheerleader who is academically ineligible for the spring semester may try out if she is passing ALL classes at the time of the tryout. The window of opportunity to try out under these conditions is available only during the ten (10) consecutive school days set aside for tryouts that the school chooses. (a) Passing in all GHSA member

schools is a grade of seventy (70). (b) Students participating in junior varsity or “B” team competition must meet all scholastic requirements. (c) If an eligible student transfers from a school that uses a block-schedule format to a school using a traditional format (or vice versa) and that student cannot get a full schedule of classes with equivalent credit in the semester of the transfer, the school may petition the Executive Director for a waiver of this rule for the first semester after the transfer occurs. (d) For schools offering courses with year-long grading, eligibility must be computed for each semester. (1) At the end of the first semester, the school must determine that the student has a grade of 70% or higher in classes carrying at least 2.5 Units. (2) The second semester grade will be the grade given for the entire course and shall include the end-of-course test grade. (3) Remediation programs designed to bring the student’s first semester grade up to 70% or higher may be used (in accordance with GHSA guidelines) if the school allows such programs for all students. 1.52 Students gain or lose eligibility on the first day of the subsequent semester. The first day of the Fall semester shall be interpreted as the first date of practice for the first sport. (a) Exception: Students who successfully complete summer school to maintain eligibility become eligible the last day of summer school. GEORGIA HIGH SCHOOL ASSOCIATION 17 (1) Summer school is an extension of the previous semester and courses may be: a. remedial in nature where a previously-taken course is repeated in its entirety with a new grade being given. b. enrichment in nature where a new course is taken that results in new credit being earned. (2) A maximum of two (2) unit credits earned in summer school may be counted for eligibility purposes. NOTE: Additional credits may be earned in credit recovery programs or make-up programs after the start of the new semester. (3) Summer school credits earned in non-accredited home study programs or non-accredited private schools may not be used to gain eligibility. Accreditation recognized under the rule shall be from the Georgia Accrediting Commission (GAC) or a regional accreditation agency (such as SACS) or the Georgia Private School Accreditation Council (GAPSAC). (4) An independent study course taken in summer school must be regionally accredited and accepted by the school system for graduation credit. (b) Courses completed after the beginning of a new semester may not be used to gain eligibility for that semester. Example: night school classes, correspondence courses, etc. (c) Independent study courses taken during the school year must meet the criteria of 1.52 (a) 4. 1.53 Students must accumulate units towards graduation according to the following criteria: (a) First-year students (entering 9th grade) are eligible academically. Second semester first-year students must have passed courses carrying at least 2.5 units the previous semester in order to participate. (b) Second-year students must have accumulated five (5) total units in the first year, AND passed courses carrying at least 2.5 units in the previous semester. (c) Third-year students must have accumulated eleven (11) units in the first and second years, AND passed courses carrying at least 2.5 units in the previous semester. (d) Fourth-year students must have accumulated seventeen (17) units in the first three years, AND passed courses carrying at least 2.5 units in the previous semester. (e) Students may accumulate the required units for participation during the school year and eligibility will be reinstated at the beginning of the next semester.

- There are numerous eligibility rules related to transfers and re-entry to school. Please check with the System-Wide Athletic Director (AD) or Principal to see if you are eligible BEFORE you participate.
- 1.30 - AGE to be eligible to participate in interscholastic activities, a student must not have reached his 19th birthday prior to May 1st, preceding his year of participation.
- There are also age-related eligibility rules. Please check with the System-Wide Athletic Director (AD) or principal if you have questions about your participation.

ANNUAL PHYSICAL EXAMINATION (Pre-participation Evaluation – PPE)

1.41 Students must have a certificate of an annual physical examination on file at the school prior to participating in any athletic try-outs, practices, voluntary workouts or games that indicate the students are physically approved for participation.

- (a) Physical examinations will be good for twelve (12) months from the date of the exam. EXCEPTION: Any physical examination taken on or after April 1 in the preceding year will be accepted for the entire next GHSA school year.
- (b) The physical exam must be conducted by a licensed medical physician, doctor of Osteopathic medicine, nurse practitioner or a physician’s assistant.
- (c) The exam must be signed by an M.D., D.O., or by a Physician’s Assistant, or an Advance Practice Nurse who has been delegated that task by an M.D., or D.O. (d) The GHSA requires that member schools use the latest edition of the pre-participation physical evaluation form approved by the American Academy of Pediatrics, et. al., found on the GHSA web site.

CODE OF CONDUCT

The Code of Conduct is effective during the following times and in the following places:

- At school or on school property at any time, no matter what the circumstance may be.
- Off school grounds at any school-related activity, function or event and while traveling to and from such events. This includes sports, clubs, competitions, field trips, or any other such event.
- On school buses and at school bus stops.
- Students are also subject to school discipline for any OFF-CAMPUS misconduct which could result in the student being criminally charged with a felony and which makes the student's continued presence at school a potential danger to persons or property at the school or which disrupts the educational process. This can also apply to slander on social media or threatening or demeaning behavior to other students and/or staff off of school grounds. **Remember that what you do online is NOT anonymous or without consequences.**

Minor disciplinary incidents can be handled at the discretion of the teacher. The disposition of such incidents can include anything from a warning to detention, or parent-teacher conference, etc. If you are referred to the principal for chronic minor behavioral violations, what you are really in trouble for is insubordination, since you refused to stop the behavior in question.

The General Assembly of Georgia requires that this code of conduct include language encouraging parents and guardians to inform their children on the consequences, including potential criminal penalties, of underage sexual conduct and crimes for which a minor can be tried as an adult.

Parents are encouraged to become familiar with the Code of Conduct and to be supportive of it in their daily communication with their children and others in the community. Parents and students are required to acknowledge receipt of the code of conduct.

SUSPENSION RULES

- 1) Taylor County has an In-School Suspension Program known as the ISS program. Any student suspended will attend classes at the ISS program for the number of days assigned and will be given credit for work successfully completed.
- 2) Work missed during out of school suspension (OSS) can be made up only after suspension has been completed. Students are responsible for requesting missed work from their teachers.
- 3) Students are not allowed to participate in or attend any extracurricular activities while under ISS, OSS, or alternative school placement.
- 4) Students may participate or attend extracurricular activities when the suspension is served.

PROGRESSIVE DISCIPLINE PROCEDURES

When it is necessary to impose discipline, school administrators and teachers will follow a progressive discipline process in which inappropriate behaviors are followed by consequences.

The following disciplinary actions may be imposed for any violation of the Student Code of Conduct.

Possible consequences for moderate offenses:

- Warning
- Loss of privileges
- Restitution
- After school detention (1 or 2 hours)
- In school suspension (ISS)
- Corporal punishment
- Community services

Possible Consequences for major offenses:

- Corporal punishment
- Administrative detention
- Saturday School
- In school suspension (ISS)
- Out of school suspension (OSS)
- Referral to a tribunal for long-term suspension or expulsion
- Referral to law enforcement or juvenile court officials

Georgia law requires that certain acts of misconduct be referred to the appropriate law enforcement officials. The school will refer any act of misconduct to law enforcement officials when school officials determine such referral to be necessary or appropriate.

The maximum punishments for an offense include long-term suspension or expulsion, including permanent expulsion, but those punishments will be determined only by a disciplinary tribunal or hearing officer as outlined in Code Section 20-2-754.

Parents or students may elect not to contest whether a student has violated the Code of Conduct or the appropriate discipline, and in such cases, an agreement may be negotiated which would include the parents or students waiving a right to a hearing before a disciplinary tribunal or hearing officer. Such an agreement and waiver must be approved also by the disciplinary tribunal or hearing officer.

Before a student is suspended for ten days or less, the principal or designee will inform the student of the offense for which the student is charged and allow the student to explain his or her behavior. If the student is suspended, the student's parents will be notified if possible. School officials may involve law enforcement officials when evidence surrounding a situation necessitates their involvement or when there is a legal requirement that an incident be reported. School officials may search a student if there is reasonable suspicion the student is in possession of an item that is illegal or against school rules. Students' vehicles brought on campus, student book bags, school lockers, desks and other school property are subject to inspection and search by school authorities at any time without further notice to students or parents. Cell phones/multimedia/electronic devices taken from students due to possession and/or use in violation of school rules are subject to having their contents searched. Students are required to cooperate if asked to open book bags, lockers or any vehicle brought on campus. Metal detectors and drug or weapon sniffing dogs may be utilized at school or at any school function, including activities that occur outside normal school hours or off the school campus at the discretion of administrators.

MODERATE TO MAJOR OFFENSES

Such offenses can result in any penalty from administrative detention to ISS up to expulsion from the school system. The discipline of such offenses is under the authority of the principal or his/her designee. Major offenses including, but not limited to, drug and weapon offenses can lead to schools being named as an Unsafe School according to the provisions of State Board Rule 160-4-8-.16, Unsafe School Choice Option.

In cases of misbehavior not covered in the discipline plan/code of conduct, the administration, under the direction of the principal and/or the superintendent, may enact corrective measures which are in the best interest of the school and the students involved.

Offense	Description
Academic Dishonesty	Receiving or providing unauthorized assistance on classroom projects, assignments or exams. Initial offenses will be dealt with by the classroom teacher. Subsequent offenses may affect eligibility for academic awards and honors.
Alcohol	Isolation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, beverages or substances represented as alcohol. Students under the influence or consumption of intoxicating alcoholic influence of alcohol may be included if it results in disciplinary action. Use, sale, transfer, paraphernalia, possession, alcoholic beverages, other behavior altering substance .
Arson	Unlawful and intentional damage or attempted damage to any real or personal property by fire or incendiary devices. Punishable by OSS or expulsion, criminal charges, and restitution.
Assault	Threatened or attempted physical attack against another by a person who appears to have the ability to cause bodily harm. The threat must cause apprehension or fear of immediate harm in the victim. For example, if someone is holding a knife and says, "I'm going to cut you," that's an assault.
Battery	<i>Intentional touching or striking of another person to intentionally cause bodily harm.</i>
Bomb Threats or False Alarms	Students who activate the fire alarm or make false 911 calls, such as bomb threats, will be subject to disciplinary actions such as OSS and criminal charges. Students should not touch or pull a fire alarm unless they are in immediate danger.
Bookbags	Bookbags must be mesh or clear/translucent. Non-compliant items will be confiscated, and the student will be assigned one (1) day After School Detention for each offense. Confiscated items require a parent/guardian pick-up. After the third offense the item will be turned over to the SRO. Failure to serve after school detention will result in the student being assigned ISS.
Breaking & Entering-Burglary	Unlawful or unauthorized forceful entry into a school building or vehicle (with or without intent to commit theft).
Bullying, Harassment, Intimidation	<p>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. Disciplinary action after the first incident of bullying may include but is not limited to the following:</p> <ul style="list-style-type: none"> ● Loss of a privilege ● In-school suspension ● Out-of-school suspension ● Detention ● Expulsion (through appropriate due process hearing)

	<p>Upon confirming that bullying has occurred, the accused student should be charged with bullying and given an age-appropriate consequence which shall include, at minimum and without limitation, disciplinary action or counseling as appropriate under the circumstances. Some or all of the other infractions may be considered bullying.</p> <p>Students in grades six through twelve found to have committed the offense of bullying for the third time in a school year shall be assigned to an alternative school through appropriate due process.</p> <p>O.C.G.A. 20-2-751.4) Copies of full policy are available upon request.</p>
Cell Phone / Electronic Device	<p>Cell phones are prohibited in the classrooms. Non-compliance will result in confiscation of the device and the student will be assigned After School Detention, 3:15 - 4:00. Multiple violations can result in ISS or loss of phone privileges.</p> <p>Students may not use cell phones or electronic devices to record others (students or staff) while on campus.</p> <p>Confiscated items require a parent/guardian pick-up, 3:15 – 4:00 PM</p>
Computer Trespass	<p>Use of a school computer for anything other than instructional purposes or 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.</p>
Disorderly Conduct	<p>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. (Includes disruptive behaviors on school buses)</p>
Drugs, except Alcohol and Tobacco	<p>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; or any medication prescribed to a student or purchased over-the-counter and not brought to the office upon arrival to school.</p>
Fighting	<p>A physical confrontation between two or more students with the intent to harm. Mutual participation in a fight involving physical violence where there is no one main offender and intent to harm.</p> <p>1st offense: 3 days ISS, minimally, based on severity</p> <p>2nd offense: 3 days OSS based on severity</p> <p>3rd offense: Disciplinary tribunal</p>
Gambling	<p>Students cannot run betting pools for actual money, cannot play poker for money, or do anything else on campus that constitutes gambling. Includes the purchase of lottery tickets on official school field trips and athletic events.</p>
Gang-Related	<p>Any group of three or more students with a common name or common identifying signs, symbols, tattoos, graffiti, or attire which engage in criminal gang activity (O.C.G.A. § 16-15-3)</p>

Inappropriate Dress	Violation of school dress code that includes standards for appropriate school attire. With each offense, the student will remain in ISS until appropriate clothing is obtained. If the offense continues, additional discipline will be used.
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.
Leaving Campus	Any incident where a student physically leaves campus during the school day without following appropriate check-out procedures or obtaining permission.
Loitering and Trespassing	Students either need to be with a teacher, coach, sponsor, or school employee after the official end of the school day or they need to go.
Other-Attendance Related	Repeated or excessive unexcused absences or tardiness; including failure to report to class, skipping class, leaving school without authorization, or failure to comply with disciplinary sanctions.
Other	Any other discipline incident for which a student is administered corporal punishment, detention, ISS or OSS, expelled, suspended for riding the bus, assigned to the Alternative School, referred to court or juvenile system authorities, or removed from class at the teacher's request; i.e., inciting fights....
Robbery	The taking of, 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. (Note: The key difference between robbery and larceny/theft is that the threat of physical harm or actual physical harm is involved in a robbery)
Out of Area	When a student travels anywhere on campus they are not authorized to be during a prescribed time, they are considered to be in an off-limits area.
Profanity and Vulgarity	Lewd behavior or language directed at a student or school employee.
School Vandalism	Physical damage to the school building, grounds, property or equipment. Also includes damage to virtual property (computer files).
Sexual Harassment	Non-physical and unwelcome sexual advances, lewd gestures or verbal conduct or communication of a sexual nature; requests for sexual favors; gender-based harassment that creates an intimidating, hostile, or offensive educational or work environment, including but not limited to sexual harassment as defined pursuant to Title IX of the Education Amendments of 1972.
Sex Offenses	Unlawful sexual behavior, sexual contact without force or threat of force, or possession of sexually explicit images; can be consensual.
Theft	The unlawful taking of property belonging to another person or entity (e.g., school) without threat, violence or bodily harm.
Threat/Intimidation (staff member, student, or any other school employee)	Any threat through written or verbal language or act which creates a fear of harm and/or conveys a serious expression of intent to harm or violence without displaying a weapon and without subjecting the victim to actual physical attack.

Tobacco Use & Possession (including paraphernalia)	<p>Possession, use, distribution, or sale of tobacco products on school grounds, at school-sponsored events, and on transportation to and from school.</p> <p>1st offense: 3 days ISS</p> <p>2nd offense: 5 days ISS</p> <p>3rd offense: OSS</p>
Electronic Smoking Device Vapes, JUUL, E-cigarettes Use & Possession (including paraphernalia)	<p>Any device used to deliver nicotine or any other substance intended for human consumption that may be used by a person to simulate smoking through inhalation of vapor or aerosol from the device.</p> <p>1st offense: 3 days ISS</p> <p>2nd offense: 5 days ISS</p> <p>3rd offense: OSS</p>
Traffic Violations	<p>Encompasses episodes where students drive recklessly on campus, park in incorrect spots, fail to obey traffic laws, drive without permission on school trips, ride with other students without authorization, or otherwise use their vehicle in an inappropriate manner.</p>
Trespassing	<p>Entering or remaining on a public school campus or school board facility without authorization or invitation and with no lawful purpose for entry.</p> <p>(Note: The key difference between Trespassing and Breaking & Entering-Burglary is that Trespassing does not include forceful entry into the school building.)</p>
Unapproved Items	<p>The use or possession of any unauthorized item disruptive to the school environment.</p>
Vandalism	<p>The willful and/or malicious destruction, damage, or defacement of public or private property without consent</p>
Violence Against Teacher	<p>Intentional physical attack against a teacher with the intent to cause bodily harm resulting in severe injuries or any physical attack against a teacher.</p>
Weapons or Hazardous Objects	<p>Weapons may include, but are not limited to:</p> <ol style="list-style-type: none"> 1. Any handgun, firearm, rifle, shotgun or similar weapon; any explosive compound or incendiary device; or, any other dangerous weapon as defined in O.C.G.A. 16-11-121, including a rocket launcher, bazooka, recoilless rifle, mortar, or hand grenade. 2. Any hazardous object, including any dirk, bowie knife, switchblade knife, ballistic knife, any other knife having a blade of two or more inches, straight-edge razor, razor blade, spring stick, knuckles, whether made from metal, thermoplastic, wood, or other similar material, blackjack, any bat, club, or other bludgeon-type weapon, or any flailing instrument consisting of two or more rigid parts connected in such a manner as to allow them to swing freely, which may be known as a nun chahka, nunchuck, nunchaku, shuriken, or fighting chain, or any disc, of whatever configuration, having at least two points or pointed

	<p>blades which is designed to be thrown or propelled and which may be known as a throwing star or oriental dart, or any instrument of like kind, any nonlethal air gun, and any stun gun or taser. Such terms shall not include any of these instruments used for classroom work authorized by the teacher.</p>
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State law provides that "It shall be unlawful for any person to carry to or to possess or have under such person's control while at or within a school safety zone or at a school function, or on a bus or other transportation furnished by the school any weapon or explosive compound... any person who is not a license holder shall upon conviction thereof, be punished by a fine of not more than \$10,000.00, by imprisonment for not less than two nor more than ten years, or by both."

CORPORAL PUNISHMENT POLICY

Any principal or other designated school administrator employed by the Board of Education, in order to maintain proper control and discipline over pupils under his or her care and supervision, may, in the exercise of sound discretion, administer corporal punishment to any pupil or pupils under his or her care and supervision. No other employee of the Board or any other person, including the parents or guardian of such child or children, may administer corporal punishment in any school or on any school property in this school district. The following requirements must be strictly adhered to in the administering of corporal punishment:

- 1) The corporal punishment shall not be excessive or unduly severe.
- 2) Corporal punishment shall never be used as a first line of punishment for misbehavior unless the pupil was informed beforehand that specific misbehavior could occasion its use; provided, however, that corporal punishment may be employed as a first line of punishment for those acts of misconduct which are so antisocial or disruptive in nature as to shock the conscience.
- 3) Corporal punishment must be administered in the presence of another certified employee of the school system and the witness must be informed beforehand and in the presence of the pupil of the reason for the punishment.
- 4) The administrator who administered corporal punishment must provide the child's parents, upon request, a written explanation for the reasons for the punishment and the name of the witness who was present; provided, however, that such an explanation shall not be used as evidence in any subsequent civil action brought as a result of said corporal punishment.
- 5) Corporal punishment shall not be administered to a child whose parents or legal guardian have filed with the principal of the school a statement expressly objecting to the use of corporal punishment or a statement from a medical doctor licensed in Georgia stating that corporal punishment is detrimental to the child's mental or emotional stability.

BULLYING POLICY (O.C.G.A. § 20-02-751.4)

It shall be the policy of the Board that bullying of a student by another student is prohibited. In accordance with Georgia law, bullying is defined as:

- 1) Any willful attempt or threat to inflict injury on another person, when accompanied by an apparent present ability to do so;
- 2) Any intentional display of force that would give the victim reason to fear or expect immediate bodily harm; or
- 3) Any intentional written, verbal, or physical act, which a reasonable person would perceive as being intended to threaten, harass, or intimidate, that:
 - a. Causes another person substantial physical harm within the meaning of Code Section 16-5-23.1 or visible bodily harm as such term is defined in Code Section 16-5-23.1;
 - b. Has the effect of substantially interfering with a student's education;

- c. Is so severe, persistent, or pervasive that it creates an intimidating or threatening educational environment; or
- d. Has the effect of substantially disrupting the orderly operation of the school.

The term applies to acts which occur on school property, on school vehicles, at designated school bus stops, or at school related functions or activities or by use of data or software that is accessed through a computer, computer system, computer network, or other electronic technology of a local school system. The term also applies to acts of cyberbullying which occur through the use of electronic communication, whether or not electronic act originated on school property or with school equipment, if the electronic communication (1) is directed specifically at students or school personnel, (2) is maliciously intended for the purpose of threatening the safety of those specified or substantially disrupting the orderly operation of the school, and (3) creates a reasonable fear of harm to the students' or school personnel's person or property or has a high likelihood of succeeding in that purpose. Electronic communication includes but is not limited to any transfer of signs, signals, writings, images, sounds, data or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic, photo electronic or photo optical system.

Discipline for any act of bullying shall be within the discretion of the principal which may range from a reprimand to out-of-school suspension. However, upon a finding that a student has committed the offense of bullying for the third time in a school year, at a minimum, the student shall be assigned to an alternative education program.

The Bullying Policy is available online and is on file in the school office and is available upon request. The Pyramid of Interventions illustrates the layers of instructional/behavioral efforts that can be provided to students based upon individual need(s). For more information about Georgia's Pyramid of Interventions, please visit the GaDOE website www.gadoe.org.

TCHS utilizes the GaDOE Pyramid of Interventions as a framework for our school-wide instructional and discipline program. Interventions are designed to meet instructional and behavioral needs at each tier.

PARENT NOTICE OF FERPA RIGHTS

The Family Educational Rights and Privacy Act (FERPA) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.

FERPA affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. These rights are:

- The right to inspect and review, within 45 days of a request, the education records of a student who is your child, or in the case of a student who is eighteen (18) or older, your own education records. Parents or eligible students should submit to the Superintendent a written request identifying the record(s) they wish to inspect. The Superintendent or designee will make arrangements for access and provide notice of such arrangements.
- The right to request the amendment of the student's education records to ensure that they are not inaccurate, misleading, or otherwise in violation of the student's privacy or other rights. To request the school district to amend a record, parents or eligible students should write to the school principal, specify the part of the record they want changed, and specify why it is inaccurate, misleading, or otherwise in violation of the student's privacy or other rights. If the district decides not to amend the record, it will notify the parents or eligible students of the decision and inform them of their right to a hearing. Additional information regarding the hearing procedure will be provided with the notification of the right to a hearing.
- The right to consent to disclosures of personally identifiable information (PII) from the student's education records, except to the extent that FERPA and its implementing regulations authorize disclosure without consent. One exception that permits disclosure without consent is to school officials with legitimate educational interest.

A school official is a person employed by the district as an administrator, supervisor, instructor, or support staff member (including school nurses and school resource officers); a member of the school board; a person or company with whom the district has contracted to perform a specific task (such as attorney, auditor, medical consultant, therapist, or online educational services provider); a contractor, consultant, volunteer, or other party to whom the school district has outsourced services, such as electronic data storage; or a parent or student serving on an official committee (such as a disciplinary or grievance committee) or assisting another school official in performing his/her tasks. The District allows school officials to access only student records in which they have a legitimate educational interest. School officials remain under the district's control with regard to the use and maintenance of PII, which may be used only for the purpose for which disclosure was made, and cannot be released to other parties without authorization.

- A school official has a legitimate educational interest if the official needs to review an educational record in order to fulfill his/her professional responsibility.
- Upon request, the district discloses education records without consent to officials of another school district in which a student seeks or intends to enroll, or is already enrolled if the disclosure is for purposes of the student's enrollment or transfer.
- FERPA requires the school district, with certain exceptions, to obtain written consent prior to the disclosure of personally identifiable information from the student's education records. However, the district may disclose appropriate designated "directory information" without written consent, unless the parent or eligible student has advised the district to the contrary in accordance with district procedures. The primary purpose of directory information is to allow the school to include this type of information from the student's education records in certain school publications, such as the annual yearbook, graduation or sports activity programs, and honor roll or other recognition lists.

The School District has designated the following information as directory information:

- Student's name, address and telephone number;
- Student's date and place of birth;
- Student's participation in official school activities and sports;
- Weight and height of members of an athletic team;
- Dates of attendance at schools within the district;
- Honors and awards received during the time enrolled in district schools
- Photograph
- Grade level.
- Unless you, as a parent/guardian or eligible student, request otherwise, this information may be disclosed to the public upon request. In addition, two federal laws require school systems receiving federal financial assistance to provide military recruiters, upon request, with students' names, addresses, and telephone numbers unless parents have advised the school system that they do not want their student's information disclosed without their prior written consent. You have the right to refuse to allow all or any part of the above information to be designated as directory information and to refuse to allow it to be disclosed to the public upon request without your prior written consent. If you wish to exercise this right, you must notify the principal of the school at which the student is enrolled in writing within 10 days after officially enrolling in school or within 10 days of the date of the release of this notice.
- You are also notified that from time to time students may be photographed, videotaped, or interviewed by the news media at school or some school activity or event; unless you, as a parent/guardian object in writing to the principal to your student being photographed, videotaped or interviewed. You must notify the principal of your objection by the date specified above. The principal will take reasonable steps to control the media's access to students. However, your submission of a written objection does not constitute a guarantee that your student will not be interviewed in circumstances which are not within the knowledge or control of the principal.
- You have the right to file with the United States Department of Education a complaint concerning alleged failures

by the school district to comply with the requirements of FERPA or the regulations promulgated thereunder. The name and address of the Office that administers FERPA is: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, D.C. 20202.

For additional information, you may call 1-800-872-5327. A copy of the adopted policy is available on the district's website or may be obtained by contacting the central office at P.O. Box 1930; 23 Mulberry Street, Butler, GA 31006 or 478-862-5224.

PARENT NOTICE OF PPRA RIGHTS

- The Protection of Pupil Rights Amendment (PPRA) requires school districts to notify parents and obtain consent or allow them to opt their child out of participating in certain school activities. These activities include a student survey, analysis, or evaluation that concerns one or more of the following eight areas ("protected information surveys"):
 1. Political affiliations or beliefs of the student or student's parent;
 2. Mental or psychological problems of the student or student's family;
 3. Sex behavior or attitudes;
 4. Illegal, anti-social, self-incriminating, or demeaning behavior;
 5. Critical appraisals of others with whom respondents have close family relationships;
 6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
 7. Religious practices, affiliations, or beliefs of the student or parents; or
 8. Income, other than as required by law to determine program eligibility.
- This requirement also applies to the collection, disclosure or use of student information for marketing purposes ("marketing surveys"), and certain physical exams and screenings.
- This notice and consent/opt-out provision transfers from parents to any student who is 18 years old or an emancipated minor under State law.

The school is required by federal law to give this notice to parents. However, the school currently does not have scheduled any such activities as are described above. If any such activities are initiated during the school year, parents will be notified accordingly and will be afforded all the rights described herein.



Taylor County Board of Education
23 Mulberry Street, Butler, GA 31006
(478) 862-5224 phone (478) 862-5818 fax

Mrs. Mary Bentley, Chair
Mr. Wayne McInvale

Taylor County Board of Education Members

Mr. Greg Brown, Vice Chair
Mr. Wes Summers

Dr. Glenda Latimore
Mrs. Jennifer Albritton, Superintendent

PARENT'S RIGHT TO KNOW

The Taylor County School District and Taylor County Schools are committed to providing effective instruction for all students. We hope that as a parent, you will be involved in improving Taylor County Schools as we continue to monitor test achievement and set high expectations. We are proud of the qualifications of our professional staff and will furnish to you upon request to your child's principal, the following information about the professional qualifications of your child's teacher(s):

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

Furthermore, you will be notified when your child has been assigned to a teacher who does not meet the qualifications for a highly qualified teacher or when your child has been taught for four (4) consecutive weeks (20 instructional days), or more, by a teacher who does not meet the professional qualifications requirements set forth by Taylor County Schools and approved by the Georgia Department of Education.

Again, thank you for your involvement in your child's education and the ongoing improvement of Taylor County Schools.

Taylor County Primary School, Ms. Gwen Jenkins 478-862-4855
Taylor County Elementary School, Mrs. Jolynn Moncrief 478- 862-5690
Taylor County Middle School, Ms. Moneak McCrary 478- 862-5285
Taylor County High School, Dr. Ben Horner 478-862-3314

Sincerely,

Mrs. Jennifer Albritton, Superintendent

TCHS APPENDIX

The following are policies specific to Taylor County High School

TCHS VISION

An Inspiring Future for All Students

TCHS MISSION STATEMENT

To prepare students for college and career readiness and contribution to their community

TCHS MOTTO

Tayloring our Curriculum for Higher Success

TCHS BELIEFS

- We believe that every child can be and should be educated to his or her full potential.
- We believe that every child should be treated with dignity and respect.
- We believe that we are responsible for providing every opportunity needed to accomplish each child's education.

ACADEMIC INFORMATION

FINAL EXAM EXEMPTION POLICY

Students will be allowed to exempt FINAL EXAMS at the end of each semester if the following criteria are met:

- Students must be passing the course with a yearly average of 75 or above with 0 absences
- Students must be passing the course with a yearly average of 80 or above with 2 absences
- Students must be passing the course with a yearly average of 90 or above with 3 absences
- EOC courses will NOT have a final exam.
- The FINAL exam for non-EOC courses will count as 2 test grades in the last 9-weeks.
- If a student passes an End of Pathway Assessment (EOPA) and all other pathway requirements, to include but not limited to, for example, career portfolio, CTSO membership, etc., he/she may exempt the final exam for the specified pathway.
- *Please note a student may be exempt from one class, but not necessarily all their classes. This is based on grades, attendance, End-of-Course Test, and End-of-Pathway-Assessment.*

HONOR GRADUATE CRITERIA

The criteria for determining Honor Graduates shall be as follows:

- 1) Honor Graduates will be students with an overall academic average of at least 90 without rounding.
- 2) School Administration is responsible for averaging senior grades and determining the Honor Graduates.
- 3) Valedictorian – The Honor Graduate with the highest overall academic GPA, who has taken all classes required for the local seal, who has taken the SAT or ACT by the March testing date will be named Valedictorian. **A STUDENT MUST ATTEND TAYLOR COUNTY HIGH SCHOOL FOR TWO FULL SCHOOL YEARS IMMEDIATELY PRECEDING GRADUATION TO BE NAMED VALEDICTORIAN.**
- 4) Salutatorian – The Honor Graduate with the second highest overall academic GPA, who has taken all classes required for the local seal, who has taken the SAT or ACT by the March testing date will be named Salutatorian. **A STUDENT MUST ATTEND TAYLOR COUNTY HIGH SCHOOL FOR TWO FULL SCHOOL YEARS IMMEDIATELY PRECEDING GRADUATION TO BE NAMED SALUTATORIAN.**
- 5) Only grades and transcripts from state accredited schools will be considered. There will be a rank order list of averages for all students.
- 6) Students must complete all state and local requirements and participate in the related EOC to be eligible for graduation and participation in the graduation ceremony.

Local seal requirements (indicating students have taken the most rigorous courses available at TCHS):

- Spanish I, Spanish II, Chemistry, Human Anatomy/Physiology, Pre-Calculus, British Literature, or any Advanced Placement, International Baccalaureate, or Dual Enrollment Core Academic Course.

Career Ready Diploma Seals are awarded to graduating high school students who complete a series of accomplishments as outlined and engage in activities, courses, and experiences that foster career readiness. The following six versions of the seal are available, each tailored to specific career-related experiences and accomplishments:

- Employability/Soft Skills Seal
- Distinguished Employability/Soft Skills Seal
- Pathway Skills Seal
- Distinguished Pathway Skills Seal
- Leadership Skills Seal
- Distinguished Leadership Skills Seal

DUAL ENROLLMENT

Rule 160-4-2-.34 Option A and B Comparison

Option A	Option B	Same
(f) Dual Enrollment – Option A	(g) Dual Enrollment – Option B	
1. An eligible high school student shall meet the following requirements, pursuant to O.C.G.A § 20-2-161.3, in order to be awarded a high school diploma:	1. An eligible high school student shall meet the following requirements, pursuant to O.C.G.A § 20-2-149.2, in order to be awarded a high school diploma:	
(i) Receives a score of admission acceptable on the readiness assessment required by the eligible postsecondary institution.	(i) Receives a score of admission acceptable on the readiness assessment required by the eligible postsecondary institution.	X
(ii) Earns two secondary credits in State Board identified high school courses that culminate in a state administered end-of-course assessment in each of the following subject areas: English/language arts, Mathematics, Science and Social Studies. Eligible high school students must participate in the appropriate end-of-course assessment.	(ii) Earns two secondary credits in state required ninth and tenth grade level high school courses or their equivalent: two English courses, two mathematics courses, two science courses, two social studies courses; and any state required tests associated with any such course.	
(I) However, State Board of Education Rule 160-3-1-.07 TESTING PROGRAMS – STUDENT ASSESSMENT (2)(j)1 establishes certain exemptions from end-of-course assessments.	(I) At a minimum, students pursuing a high school diploma according to the provisions of (2)(g) of this rule must successfully complete and pass the following courses and participate in the specified end-of-course assessments: Algebra I or Coordinate Algebra, and Geometry or Analytic Geometry, and Biology, and Ninth Grade Literature and Composition.	
(iii) Earns one secondary credit in health and physical education.	(iii) Earns one secondary credit in health and physical education.	X

Option A	Option B	Same
(iv) Completes approved postsecondary courses that satisfy high school graduation requirements.	(iv) Completes one of the following postsecondary requirements: (I) An associate degree program; (II) A technical college diploma program and all postsecondary academic education and technical education and training prerequisites for any state, national, or industry occupational certifications or licenses required to work in the field; or (III) At least two technical college certificate of credit programs in one specific career pathway and all postsecondary academic education and technical education and training prerequisites for any state, national, or industry occupational certifications or licenses required to work in the field as determined by the Technical College System of Georgia.	
(v) Earns the requisite credits required by State Board of Education Rule 160-4-2-.48 High School Graduation Requirements for Students Enrolling in the Ninth Grade for the First Time in the 2008-09 School Year and Subsequent Years.	(v) A student who meets the requirements of sections (2)(g)1. (i)-(iv) shall be deemed to have met all graduation requirements of the State Board of Education and shall not be subject to any courses or assessments otherwise required for purposes of graduation.	

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The Dual Enrollment (DE) program for students in grades 9-12 who qualify to participate. Students may enroll on a part-time or full-time basis as a DE student and take college courses. Students will receive high school and college credit simultaneously when attending and passing approved college classes. Students must meet admission requirements of the college the student attends.

Students will receive the numerical grade provided by the college. Grades received in college courses will have ONE point per semester hour added to the numerical grade. If an institution does not provide numerical grades, letter grades will use the conversion scale below, and the one point per semester hour will be added to the letter grade conversion.

- Dual Enrollment grade conversions: A=95 B=85 C=75 D=65 F=60


Students who earn below a 70 in a DE course will not receive additional points added to the grade. The final grade issued for a DE course cannot exceed 100.

*The Class of 2023 will follow this grade conversion system utilizing the letter grade conversion.


** Starting with the Class of 2024, grades through Dual Enrollment will be assessed by numerical grades directly from the college.

GEORGIA HIGH SCHOOL GRADUATION REQUIREMENTS

All students should visit GaFutures.org to begin a 4-year plan.

The chart below represents the graduation requirements for 9th graders enrolling at the high school in 2008-2009 or later. ALL students will be required to complete the requirements listed above. Your selection of courses will be extremely important. In addition, guidance from adults (parents, counselor, advisor, instructors) can assist you in making these very important decisions. Remember you should have done some investigation about career possibilities prior to selecting your classes at the high school. High school will begin to prepare you for the next step you take and that will depend on the answer to the question, "Where Am I Going?" Go to this web site for information about Georgia's popular jobs! http://explorer.dol.state.ga.us/mis/current/hot_careers_current.pdf ()

Gathering information and keeping that information in an organized, systematic format will help you and your parents/guardian make more informed decisions about your future. Selecting high school courses is one of the most important things you will do because your future depends on it.

Current GEORGIA Graduation Rule for student entering the 9th grade in fall of 2008-2009 Areas of Study:	Credits
I. English/Language Arts	4
II. Math	4
III. *Science	4
IV. Social Studies	3
V. **Career, Technical and Agricultural Education (CTAE), and/or Modern Language/Latin, and/or Fine Arts	3
VI. Health & Physical Education	1
VII. Electives (4 units)	4
TOTAL UNITS	23
<p>*4th Science  may be used to meet both the required science and required elective in CTAE sequence of courses (V)</p> <p>**Student must complete 3 units in a pathway to complete CTAE pathway and take end of pathway assessment</p> <p>Student must complete 2 years of the same foreign language for admissions to a four year college and/or university in the University System of Georgia.</p>	

HOPE SCHOLARSHIP REQUIREMENTS

A student meeting the requirements to be a HOPE Scholar (minimum 3.0 Academic GPA) for a four-year college/university in the University System of Georgia at the time of high school graduation must earn a minimum of four full credits from the academic rigor course categories listed below prior to graduating from high school.

- Rigor courses available at TCHS: Spanish II, Spanish III, Advanced Algebra, Pre-Calculus, College Readiness Math, Human Anatomy/Physiology, Chemistry, Dual Enrollment Courses in Core Subjects.

STATE MANDATED TESTING

Students are required to take the Georgia Milestone End of Course Assessment (EOC) in 4 subject areas; they are listed below.

Algebra I	Biology	US History	American Literature
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EOC MILESTONE EXAMS

Georgia Milestones End of Course (EOC) exams assess student content knowledge and skill development of mandated course content standards. Additionally, EOCs generate data that helps the Georgia Department of Education and the school district evaluate the efficacy of their classroom instruction as part of the Georgia College and Career Ready Performance Index (CCRPI). Each of the 4 subjects listed above is tested with an EOC. Regardless of the student's grade level, they must take the EOC as an exit requirement for the course.

Each EOC will count 20% of a student's overall grade, under State of Georgia law.

At TCHS, all regular EOC administrations will occur at the conclusion of these courses in May. Some of these assessments will remain classic paper-and-pencil administrations, but many of our exams will be administered online this year. Upon completion of the exam, all stakeholders will receive a score report broken down by content domains.

TEST OUT PROCEDURES FOR EOC ASSESSMENTS

The opportunity exists for students to "test-out" of any course for which there is an associated EOC and earn credit for the course if a performance level of **Distinguished Learner** is achieved. **Students must meet the following criteria to be eligible for this option:**

- Not currently or previously enrolled in the course nor currently or previously enrolled in a higher level course;
- Have earned a grade of B or better in the most recent course that is the same content area of the course for which the student is attempting the EOC;
- Received a teacher recommendation from the teacher of the most recent course in the same content area (or, if not available, a teacher in the same content area with knowledge of the student's academic achievement) for which the student is attempting the EOC; **and**
- Received parent/guardian permission if the student is less than 18 years of age.

The fee to test is \$50.00, which will be refunded if a performance level score of Distinguished Learner is achieved on the test.

If a student has opted to test-out and has achieved the Distinguished Learner achievement level, but then decides that they prefer to take the course instead, the \$50.00 fee will not be refunded.

The EOC test-out option will be available for eligible students during the Mid-month administrations and the Summer Main administration.

CLUBS & EXTRACURRICULAR ACTIVITIES AT TCHS

All clubs at Taylor County Middle-High School are subject to the guidelines of the Code of Conduct.

Name of Club	Advisor	Purpose/Activities
Beta Club	Mindi Jones	Students must maintain a 'B' average in academic coursework to remain a member of this honor society. Students also must complete philanthropy hours.
ESPORTS "Virtual Vikings"	Denton Wainwright	Esports officially stands for electronic sports, not to be confused with video games. It's much more than that. What sets it apart is the level of organized competitive gameplay between teams and its own strict set of rules and guidelines. Esports is about teamwork, communication, strategic thinking and leadership — in all the same ways that traditional sports are and then some.
Future Business Leaders of America (FBLA)	Chelsea McGhee	Future Business Leaders of America. Members take trips to various businesses, learn public speaking, write resumes, and build future business contacts & interests.
Future Farmers of America (FFA)	Gayla Singletary	The FFA program affiliated with agriculture classes participates in numerous agricultural competitions in horticulture, animal science, leadership, mechanics, and many more agriculture related topics.
Fellowship of Christian Athletes	TBD	FCA is a student-led organization with a vision to see the world transformed by Christianity through the influence of coaches and athletes.
JROTC, Raider Team, Drill Team, Color Guard, Marksmanship Team	CSM Bush SFC Smith	Members of JROTC participate in numerous drills, meets, and competitions throughout the year, with competitions across many areas of military competency
Key Club	Diane Madore	Junior Chapter of the Kiwanis Club. Emphasizes leadership and philanthropic events.
Literary	Ray Malmgren	Students engage in competitions that deal with literature writing, recitation, interpretation, & more
One Act Play	Madison Sloan	Students rehearse, direct, and perform a one-act play in the campus auditorium, learning about acting, stage direction, props, and more.
SkillsUSA	Madison Sloan Jamie Burgess	A partnership of students, teachers, and industry working together to guarantee a skilled workforce
Student Council	Anita Grimsley	The leadership body of TCHS. Handles school events and advises school leadership on the opinions of fellow students. Officers have leadership responsibilities.
Yearbook	Chansie Hudson	Members of this club write, edit, photograph, and assemble articles for the school yearbook publisher.

Taylor County High School

Parental Involvement Plan

Taylor County High School
Dr. Ben Horner, Principal
24 Oak Street
Butler, GA 31006
(478) 862-3314
<https://www.taylorcountyschools.org/o/tchs>
Plan Revised:
June 9, 2022

What is Title I?

Taylor County High School (TCHS) is identified as a Title I school as part of the Elementary and Secondary Education Act of 1965 (ESEA). Title I is designed to support State and local school reform efforts tied to challenging state academic standards in reinforce and enhance efforts to improve teaching and learning for students. Title I programs must be based on effective means of improving student achievement and include strategies to support parental involvement. All Title I schools must jointly develop with all parents written parental involvement plan.

TCHS's Plan for Shared Student Success

What is it?

Our Parent Involvement Plan is a plan that outlines what we will provide for parents and guardians, and how we will work together to strengthen the academic success of each student in our school. Our Parent Involvement Plan is based upon our school goals for student academic achievement and is developed jointly by school staff and parents/guardians. This plan describes the different ways that TCHS will support parent engagement and how parents can help plan and participate in activities/events to promote student learning at school and at home.

How is it revised?

The TCHS Parent Involvement Plan is updated annually. TCHS invited all parents to attend our annual Title I Parent Input meeting this fall to review and revise the parental involvement plan, as well as the schoolwide plan, our school-parent compact and the parental involvement budget. Additionally, parent input and comments regarding this plan are welcome during the school year through email correspondence. The plan is posted on our school website for parents to view and submit feedback throughout the year. All parent feedback received during the year will be used to revise the plan for the next school year. We also distribute an annual survey (hard copy and online) and ask parents for their suggestions on the plan and the use of funds for parental involvement. Parents can also give feedback during several parent meetings and activities during the school year.

Who is it for?

All students participating in the Title I, Part A program, and their families, are encouraged and invited to fully participate in the opportunities described in this plan. TCHS will provide full opportunity for the participation of parents with limited English, parents with disabilities and parents of migratory children.

Where is it available?

TCHS distributes the Parent Involvement Plan to all parents and guardians of students in our school, and is available on our school website, and in our Parent Resource Center. Translation of all information will be provided upon request.

School-Parent Compacts

As part of this plan, TCHS and our families will develop a school-parent compact, which is an agreement that parents, teachers, and students will develop that explains how parents and teachers will work together to make sure all our students reach grade-level standards. The compacts will be reviewed and updated annually based on feedback from parents, other stakeholders and teachers during the spring planning and input meeting. The school-parent compacts are kept with each child's teacher if parents need a copy.

You Are Invited

Taylor County High School will host the following events to build the capacity for strong parental involvement to support partnership among the school, parents, and the community to improve student academic achievement. Meetings and activities will be provided at a variety of times to help accommodate parent/guardian schedules. All parents will receive notification of and invitation to events in school correspondence, the local newspaper, school social media outlets, and the school marquee.

Our 2022-2023 Events

Meet the Teacher – July 28, 2022 5:30-7:00 p.m.

Every year, parents are invited to meet their child's teacher and our friendly, helpful school staff.

Annual Title I Meeting –October 2022 (10:00- 10:45 a.m.) or (5:00 p.m.-5:45 p.m.)

We invite you to an evening of learning and sharing about our Title I program, including our parental involvement policy, the schoolwide plan, the school-parent compacts, and parents' requirements. Invitations will be posted on the school website, school marquee, school social media outlets, local newspaper, and school handbook.

Open House – October 2022 (6:00 p.m.-7:00 p.m.)

Visit our school to have casual discussions with school faculty and staff about learning activities and expectations for students.

College Fair Night – September/October 2022

Parents will be informed of how to locate, complete, and submit the FAFSA (free application for federal student aid application).

Parent/Teacher Conferences-as needed-contact by teacher email or appointment

Parents are invited to participate in these opportunities to partner with school staff to discuss your child's academic progress.

Spring Planning and Input Meeting – February 2023 (10:00 a.m. and 6:00 p.m.)

We invite you to jointly develop and revise our parent involvement plan, school-wide plan, school-parent compact, and parent involvement budget.

Course Registration and Dual Enrollment Parent Meeting Grades 10-12 – March 2023

Parents will be informed of the requirements for student participation in the Dual Enrollment program.

Rising Freshman Orientation/Parent Meeting – March 2023

Parents of rising freshmen will receive valuable information about the expectations for freshman students regarding courses, Carnegie units, graduation requirements, and extracurricular activities.

Parental Involvement

Parent Resource Center

Come visit the Parent Resource Center (in the high school office) to check out books, study materials, and informational brochures to use at home with your child. Computers are available for parents to explore the Parent Portal and educational resources. The Parent Resource Center is available on Monday – Friday from 7:30 am – 3:30 pm . TCHS is committed to helping our parents attend the parental activities listed in this plan. Please call or email us if you need assistance with childcare or transportation in order to participate in our programs.

Dory Bernard, TCHS Parental Involvement Coordinator
478-862-3314
bernard.dory@taylorboe.org

Our Beliefs About Parental Involvement

TCHS believes that parental involvement means the participation of parents in regular two-way, and meaningful communication involving student academic learning and other school activities. As a school, we will provide opportunities for parents to:

- play an integral role in assisting their child's learning;
- be actively involved in their child's education at school;
- be full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child;
- be engaged in other activities as described in this plan.

We Need You!

TCHS will take the following measures to promote and support parents as equal partners in supporting student achievement:

- Provide information in an understandable format, as requested. The request may be made to the child's teacher, to the front office, or Family Engagement Coordinator, Dory Bernard. The request can be communicated via phone at (478)862-3314, by email to bernard.dory@taylorboe.org, or in person at 24 Oak Street, Butler, GA 31006
- Provide professional learning with staff on parent involvement practices which include parent conferences, use of parent resource center materials, and effective communication strategies in reaching out to parents to build relationships.
- Establish partnerships with businesses and higher education institutions to provide learning opportunities and transitional support to allow for more participation of parents to help students become career and college ready.
- Provide the school's academic standards, assessments, and ways to monitor their child's progress through school websites, media announcements, and meetings.
- Inform all families and community stakeholders on a consistent basis information about school wide events and activities, using local newspaper, flyers, marquee, social media, website.
- Use parent feedback to determine professional learning needs of our staff as it pertains to parent engagement and to embrace partnerships with families.
- Supply parents with necessary materials at conferences, meetings, and workshops to help parents work with their child to improve their achievement.
- Communicate with local stakeholders to increase participation and awareness of the school parent involvement plan and activities through the school website.
- Provide parents information on ways to enhance their education upon request, and share information in regards to community-based opportunities.
- Solicit feedback and provide parent support for additional parental involvement activities through feedback options, surveys, and meetings.

Parental Involvement Standards

TCHS and our parents have adopted the National PTA Standards for Family-School Partnerships as the school's model in engaging parents, students, and the community. These standards are as follows:

- **Welcoming All Families**
- **Communicating Effectively**
- **Supporting Student Success**
- **Speaking Up for Every Child**
- **Sharing Power**
- **Collaborating with Community**

School Community Team

TCHS invites all parents to join the School Community Team to share ideas and ways to involve other parents to build partnerships with school, families, and the community. The team will meet several times during the school year, but parents can also submit their ideas or suggestions at any school activities and meetings, as well as through our parent surveys and website. If you would like to learn more about the School Community Team, please contact the principal at (478) 862-3314 or complete the interest form and leave it in the Main Office.

School Community Team Interest Form

- Yes, I am interested and wish to join the School Community Team. Please contact me so I can learn more about joining the School Community Team. Please send me notifications about future meetings and updates

Name:

Child's Name and Grade:

Address:

Phone Number:

Share Your Thoughts

We want to hear from you. If you have any suggestions or if there is any part of this plan that you feel is not satisfactory or aligned with the students' and the school's goals for academic achievement, please provide us with your comments in the space provided and leave this form in the Main Office:

Name: (optional)

Telephone Number: (optional)

**Taylor County High School
Dr. Ben Horner, Principal
24 Oak Street * Butler, GA 31006
478-862-3314**

Dear Parent/Guardian,

A Student-Parent Compact is an agreement that parents, students, and teachers develop together. It explains how students, parents, and teachers will build and develop a partnership to work together, through regular two-way meaningful communication and, to the extent practicable, in a language that family members can understand, to help students achieve the state's grade-level standards. This compact helps bridge the learning connections between school and home.

JOINTLY DEVELOPED

The parents, students, and staff of Taylor County High School partnered together to develop this student-parent compact for student academic achievement. Teachers suggested home learning strategies, parents added input about the types of support they needed, and students told us what would help them learn. Parents are encouraged to attend annual revision meetings held in the Spring of each year to review the compact and make suggestions based on student needs and school improvement goals. Parents are also encouraged to participate in the annual Title I meeting and parent survey that is also used as a tool to collect parent feedback regarding the current Title I programs and policies. This meeting will be conducted during the month of October.

To understand how working together can benefit your student, it is first important to understand the district's and school's goals for student academic achievement.

Taylor County School District Goals:

- Increase student achievement by addressing academic rigor and providing opportunities to participate in fine arts and sports.
- Provide a safe and secure learning environment for all students and staff.
- Provide professional learning for all stakeholders so they may be effective members of the school learning community.
- Embrace technology in both academic and business operations of the school system
- Maximize funds provided to effectively and efficiently support instruction, maintenance, and operation of the school system

Taylor County High School Goals:

GOAL 1: TCHS will implement growth projects in the 12 academic classrooms by the end of the 2022-2023 year to communicate growth information to students and parents.

GOAL 2: TCHS will increase the number of students scoring proficient and above on Georgia Milestones End-of-Course Assessments and increase the number of students passing on End-of-Pathway Assessments by 3% by the end of the 2022-2023 school year.

To help your student meet the district and school goals, the school, you, and your student will work together to:

SCHOOL RESPONSIBILITIES:

The teacher will meet with the parent/family and student, at the beginning of the school year, to identify and target an individual focus area to be addressed by the school-parent compact based on the student's performance on grade level universal screenings. The teacher will provide specific strategies to the family and student designed to target this focus area that can be practiced at home. The teacher/family/student will establish reasonable expected growth targets and a means by which to measure growth. The data that will be utilized in the classroom will be used to provide additional learning opportunities for students that may be struggling with a specific learning target. The data will be used to create these learning opportunities to show additional growth to reach at a minimum a 3% growth in the end of course assessments. The items will be below are examples that the staff will utilize to communicate with students and parents.

1. Provide high quality curriculum and instruction in a supportive and effective learning environment that enables the participating students to meet the state's student academic achievement standards by:

- *Providing teachers professional learning to provide the most up to date instructional techniques.*
- *Integrating technology during instruction to provide for differentiated learning among students.*
- *Providing training in differentiated instruction for teachers to help maximize learning for all students.*

2. Hold parent-teacher conferences during which this compact will be discussed as it relates to the individual student's achievement.

- *Face to face parent-teacher conferences for each student will take place once a year.*
- *Provide information daily through the school website to parents of participating students in an understandable and uniform format, including alternative formats upon the request of parents with disabilities, and, to the extent practicable, in a language that parents can understand.*
- *At the request of parents, provide opportunities for regular meetings for parents to formulate suggestions, and to participate, as appropriate, in decisions about the education of their children. The school will respond to any such suggestions as soon as practicably possible.*

3. Provide parents with frequent reports on their student's progress.

- *On a consistent basis, create and maintain a line of communication between parent and teacher via e-mail.*
- *Provide continual parental access to student grades and educational information through the online Infinite Campus parental access point.*
- *Provide progress reports each 4 ½ weeks and report cards each 9 weeks.*
- *The school will have meetings through the Viking Village for students who are at-risk, through attendance, grades, or other issues.*

4. Provide parents reasonable access to staff.

- *Teachers will be available daily during their planning period, before and after school for face to face parent-teacher conferences and telephone conferences. Please note that not all teachers have a planning period.*
- *Teachers will distribute their email address to parents at the beginning of the year and it will also be available on the school website.*
- *The teacher's classroom or media center conference room will be available for all conferences.*
- *Infinite Campus*
- *Phone Calls*
- *Texts*
- *School website*

5. Provide parents opportunities to volunteer, observe, and participate in school activities to build partnerships that will support student learning as follows:

- | | |
|--------------------------------------|-------------------------------------|
| • <i>Book Fair</i> | • <i>Parent Resource Center</i> |
| • <i>Concessions</i> | • <i>Parent-Teacher Conferences</i> |
| • <i>Principal Celebration</i> | • <i>Volunteering/Observing</i> |
| • <i>School Dance</i> | • <i>Open House</i> |
| • <i>Curriculum/Technology Night</i> | • <i>Workshop</i> |

PARENT RESPONSIBILITIES:

Parents/families will ensure regular practice that is designed to address their child's specific learning target(s) and, with the assistance of the teacher, will monitor student growth. Through utilizing student data that will be shared between the teacher and parents, we will continue to see student growth through academics. Throughout our usage of data the parents will be able to support the teachers and students to make the gains needed to meet our goal of a 3% increase. In correlation with the staff expectations that are tied to the school goals, we have jointly come up with best practices that will support the schools needs.

1. Parents will meet with teachers and understand the high quality instruction that will be provided by their students' teacher. Parent tutorials will be completed on an as needed basis to help parents better understand the technological uses for instruction.
2. Parents will attend parent-teacher conference meetings to discuss the individual needs of their student.

3. Parents will continually monitor their students' progress through our online format. The school will provide technology, as needed, for parents to utilize to check their students progress. That technology will be available at the front office or through the usage of the students school issued device. Parents will be invited when their students are at-risk to meet on Fridays through our new Viking Village meeting with administrators and counselors.
4. Parents will be able to access teachers through email, infinite campus, 'remind' accounts, phone calls, and face to face meetings during teacher planning or after school.
5. Parents will be given an opportunity to support the mission of the school through volunteering at various events during the school year, including, but not limited to; special events during the school day, extracurricular activities, parent workshops, through technology, and other additional activities that are planned for the 22-23 school year.

STUDENT RESPONSIBILITIES:

The student will use self-monitoring strategies, with the support of the family and assistance from the teacher, to assess his/her progress on achieving academic achievement goals/learning targets that are created by the student, parent, and teacher. The teacher, student, and parent will continually monitor growth through data collection.

The data will be discussed openly between all three parties and will be utilized to provide additional learning support for areas in which the students may be struggling. The goals will be to show growth and to perform at a minimum of 3% higher on the end of course assessments. In correlation with the staff expectations that are tied to the school goals, we have jointly come up with best practices that will support the schools needs.

1. Students will join the teacher and parent in creating a positive learning environment that will be conducive to a high quality education. Students will join in the teacher helping create high quality curriculum that will help each student learn at their optimum level.
2. Students will be asked to join the parents and teacher in parent-teacher conferences and to provide their input into what they feel has been successful and areas that need improvement for their education.
3. Students will have access to Infinite Campus to monitor their grades. Students that are at-risk will be pulled into meetings on Fridays to meet with the Viking Village team (including school personnel and their parents) to discuss a way to get the student off of the 'at-risk' list.
4. Students will have access to students for extra tutoring after school. Students will have the ability to reach out to students through google classroom, remind accounts, email, and face to face.
5. Students will be tasked with helping build community involvement through various activities. This will be jointly done through the work of parents, staff, students, and community members. We will jointly create ideas to incorporate all aspects of the community into the school setting. School and community pride is vital for the success of our school and community.

If you have questions about your child's education, please contact Dr. Ben Horner, TCHS Principal, at 478-862-3314.

Please sign and date below to acknowledge that you have read and agree to this Student-Parent Compact. Once signed, please detach and return this sheet with signatures to your child's homeroom teacher. We look forward to building our student-parent-school partnership!

School RepresentativeSignature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____

Student Signature: _____ Date: _____

TCMS APPENDIX

The following are policies specific to Taylor County Middle School

TCMS VISION

An Inspiring Future For All Students.

TCMS MISSION STATEMENT

To prepare students for college and career readiness and contribution to their community.

TCMS MOTTO

Exceeding Expectations Everyday

TCMS BELIEFS

- *All students have the ability to learn.
- *Students learn best in a safe, secure, and supportive learning environment.
- *We must hold high expectations for all.
- *The success of our school depends on the collaborative investment of faculty, staff, parents, and the community.

IMMUNIZATION REQUIREMENTS

IMMUNIZATION REQUIREMENTS

Georgia's immunization requirements for children in middle school have been revised to align with current recommendations of the Advisory Committee on Immunization Practice (ACIP), the American Academy of Pediatrics (AAP), and the American Academy of Family Physicians (AAFP).

Sixth Grade

All currently enrolled children entering sixth grade on or after July 1, 2007, must meet the following requirements:

- 1) Two doses of Measles vaccine, two doses of Mumps vaccine, one dose of Rubella vaccine, or laboratory proof of immunity against each of these three diseases.
- 2) Two doses of Varicella (chicken pox) vaccine or documentation of disease or laboratory proof of immunity. An updated Varicella (chicken pox) immunization Form 3231 must be on file in the TCMS office upon entering sixth grade.

Seventh Grade

All students born on or after January 1, 2002 and entering, advancing or transferring into 7th grade in Georgia need proof of an adolescent pertussis (Whooping Cough) booster vaccination (Tdap) and an adolescent meningococcal vaccination (MCV4). All new entrants transferring into the 8th grade through the 12th grades are also subject to these requirements.

For more information about Georgia's immunization program or the immunization requirements for school entry and attendance, please go to the Georgia Department of Human Resources website: health.state.ga.us/programs/immunization/index/asp.

If your child's record is not up-to-date, you must begin the immunization process immediately. According to state law, a child will be withdrawn from school if the certificate of immunization has not been properly updated and filed in the TCMS office.

ACADEMIC INFORMATION

PROMOTION, PLACEMENT, AND RETENTION RULE FOR GRADES K-8th (Copy of policy will be available upon request.)

Students must pass 3 academic courses and meet other local board policy requirements for promotion.

Every effort will be made to consult with the child's parent(s) or guardians(s); **however, the school principal and/or designee will have the final authority for placement decisions.**

The second semester average will determine eligibility in keeping with the Georgia High School Association By-Laws. The yearly average is the only grade used to determine if a student passes a course. Students not meeting the requirements noted for their grade level may be subject to retention.

ADVANCED CONTENT CLASSES

Taylor County Middle School will offer Advanced Content classes to eighth grade students as a part of the curriculum. Students are selected based on milestones scores, Lexile scores, and teacher recommendations (when necessary). Ninth Grade Literature/Composition and High School Physical Science will be offered to eligible 8th graders. Successful completion of the courses will earn high school credits.

The final grade will be adjusted by adding three points at the end of the school year. The three points will not be included in awards for Honors Day. Students must earn a 70 or higher as the final grade to pass the course and earn course credit.

HONOR'S DAY

Students will be recognized for their academic achievement, conduct, attendance, participation in sports, band, clubs, good character, etc. Each and every child is eligible at the beginning of the year to receive any of the awards by working hard and obeying all school rules. Excessive absences, tardies, discipline infractions, cheating, etc. may make a student ineligible to receive certain awards. **Honors are based on core academic classes only.**

STRAIGHT "A" AWARD

Students with an average of 90 in each academic subject for each grading period throughout the year.

ACADEMIC ALL-STARS

Students with an overall average of 90 in each academic subject for the year. No term grade can be below 85,

HONOR ROLL

Students with an overall average of 90 for the year with no grade below 85.

HIGHEST OVERALL ACADEMIC AVERAGE PER GRADE LEVEL

Awarded to the student in each grade level with the highest overall average of the four academic subjects.

HIGHEST AVERAGE IN EACH ACADEMIC SUBJECT PER GRADE LEVEL

An award will be given to the student who has the highest average in each subject at each grade level. In the event of a tie, more than one student will be awarded.

ACCELERATED READER AWARD

Students with the most points or words read per homeroom will receive an award. The top AR winners from each grade level will also receive an award.

CITIZENSHIP AWARD

Students must display the six pillars of character: trustworthiness, respect, responsibility, fairness, caring, and citizenship. One student will be chosen from each homeroom.

PARTICIPATION AWARDS/RECOGNITION

Students participating in athletics, clubs, band, literary, etc. will receive certificates and/or recognition as the leadership and honor's day teams deem appropriate.

PERFECT ATTENDANCE

Each student that has perfect attendance for the entire year (180 school days) will be recognized for perfect attendance. Eligible students cannot have missed any time at school for any reason, excused or unexcused (every day and minute the student must have been present at school).

Note: Any student found to be cheating will not be eligible for any academic awards.

CLUBS & EXTRACURRICULAR ACTIVITIES AT TCMS

All clubs at Taylor County Middle-High School are subject to the guidelines of the Code of Conduct.

Name of Club	Advisor	Purpose/Activities
FBLA	Veronica Hart	Future Business Leaders of America. Members take trips to various businesses, learn public speaking, write resumes, and build future business contacts & interests.
Student Council	Crystal Jones	The leadership body of TCHS. Handles school events and advises school leadership on the opinions of fellow students. Officers have leadership responsibilities.
Yearbook	Chansie Hudson	Members of this club write, edit, photograph, and assemble articles for the school yearbook publisher.
Jr. Beta	Jodi Swain	Students are invited to join after two consecutive semesters of having an overall average of 90 and no grade less than 85.

STANDARDS FOR STUDENTS ACCEPTABLE USE AND SUPPORT OF THE TAYLOR COUNTY SCHOOL DISTRICT (TCSD) NETWORK, INTERNET, AND INTRANET, AND THE TCSD ACCEPTABLE USE AGREEMENT FORM

For purposes of this document, a user is anyone who is authorized to gain access to the Taylor County School District (TCSD) network, Internet, or Intranet. Unauthorized use or access is prohibited.

The Network is the connection between the WAN (Wide Area Network), the LANs (Local Area Networks) and the technology components at a school or building, including all computers and TCSD access to the Internet, as well as any Internet or intranet resource directed for use by TCSD, such as a Learning Management System (LMS).

For purposes of Bring Your Own Device (BYOD), “Technology” may refer to privately and/or personally owned wireless and/or portable electronic hand held equipment that includes but is not limited to existing and emerging mobile communication systems and smart technologies, portable Internet devices, personal digital assistants (PDAs), hand held entertainment systems or portable information technology systems that can be used for word processing, wireless Internet access, image capture/recording, sound recording and information transmitting/receiving/storing, etc.

Only the Internet gateway provided by TCSD may be accessed while on campus / school district premises. This includes, but is not limited to, cell phones, cell network adapters, and other personal Internet connective devices, which may not be used to access the Internet at any time, while on school district premises, except through the school district Internet gateway.

Although TCSD has put security measures in place – in full compliance with CIPA (Children's Internet Protection Act), users should understand the district cannot guarantee that every bad website or inappropriate content will be blocked from student access. The district does not guarantee that all students will have access to computers, the Internet, or files stored on its servers 100% of the time.

BYOD Security and Damages

Security for any privately owned portable electronic devices is the sole responsibility of individual owners. Neither TCSD, nor its staff or employees, is liable for any device stolen or damaged on school district premises. If a device is stolen or damaged, it will be handled through the administrative office similar to other personal artifacts that are impacted in similar situations. It is recommended that skins (decals) and other custom touches be used to physically identify individually owned devices. Additionally, protective cases for technology are encouraged.

Terms and Conditions of the TCSD Acceptable Use Agreement

I. Personal Responsibility and Safety. I know that school computers, private or personally owned devices and Network communication tools must be used properly and with respect.

- A. I understand that using school computers, private or personally owned devices, and accessing the Network is a privilege that can be revoked.
- B. I understand that all the rules described in my school's code of conduct and this Acceptable Use Agreement apply when I am using computers and private or personally owned devices at school, at school events, and whenever I am using school assigned Internet resources, even at home.
- C. I understand that I must access school computers and the Network with the login credentials I am provided by TCSD and will not share them with anyone except my parents, teachers, or administrators. Any other sharing of login information is a violation of the Acceptable Use Agreement.
- D. I will immediately stop and tell the teacher or adult in charge if anything happens on a computer or on the Network that does not seem right or makes me feel uncomfortable, such as anything that is inappropriate, offensive, illegal, or an act of bullying or action that violates the Acceptable Use Agreement.
- E. If I find something that is not appropriate on the Network, I will leave it right away and tell a teacher or administrator.
- F. I will not show other students inappropriate content and I will report any misuse of computers, private or personally owned devices, or the Network to a teacher or principal.
- G. I will take care of school computers and all technology equipment with utmost responsibility.
- H. I understand that the District may keep a record of everything that is done on school technology and that things done on the Network may be traced back to the person who did it.

II. Inappropriate Uses. I understand that school computers and private or personally owned devices shall be used only for educational purposes and learning.

- A. I will only use school computers and private or personally owned devices for classroom work assigned by the teacher.
- B. I will not damage any computer or load any viruses or spyware onto a computer or the Network. I understand this would be considered a form of vandalism.
- C. I will not attempt to bypass security measures on any computer or the Network.
- D. I will not log into a computer or the Network using anyone's login credentials other than what I am provided by TCSD.
- E. I understand only TCSD approved personnel, either internal or external, may perform repairs on school computers or the Network.
- F. For purposes of BYOD, I understand that I am responsible for all repairs and support of my private or personally owned device.

III. Digital Citizenship. I will treat people with respect when using school computers and accessing the Network.

- A. I will not threaten, insult, tease, or treat others with cruelty while I am online or using a computer. I understand this type of behavior will not be tolerated and will be punished and result in the loss of privileges, as well as any other appropriate sanctions.
- B. I will respect other students' work on any school computer or the Network. I will not copy, change, or remove another student's work from the computer, any device, the Network, or any Internet resource.
- C. I will inform a TCSD teacher or administrator whenever I encounter anything on a computer or the Network that I think may be inappropriate or a violation of the school's code of

conduct. I may do this in person and/or by using electronic means on the Network or school-assigned Internet resource.

- D. I will not copy information and use it as if it were my own without giving credit to the author and/or source. I know that failure to properly cite my sources of information may be considered plagiarism, a form of cheating, and in some instances, also a violation of copyright laws.

IV. Online Behavior: I will follow district guidelines when using TCSD computers and the Network, to include electronic mail (e-mail):

- A. I understand that anything I post on the Network may be seen by anyone at school or at home, and anything I post on the Internet may be seen by anyone in the world.
- B. As required by COPPA, the Children's Online Privacy Protection Act, I will not share personal information - either my own or another student's - including: references to where I live, details about family or friends (including names), my age, birthday, home address, or telephone number, on any Internet-based resource.
- C. I understand that once information has been posted online, internally or externally, it cannot be completely removed. Even if a post is deleted, there may be versions or residuals that were automatically saved that can be viewed, copied, or disseminated.
- D. I will consider whom I am communicating with and think about how they might interpret my online words and actions.
- E. I will give constructive criticism and comments in order to help people and not humiliate or offend them.
- F. I will use respectful and appropriate language without swearing, name calling, or causing others to feel uncomfortable due to their gender, race, appearance, behavior, or beliefs.
- G. I understand that authorities have ways of tracking anything that is posted on the Internet back to the computer or person that posted it, even if the person never uses their own name or leaves any personal information. I understand that anything I post on the Internet could eventually be linked to me.
- H. I will only post information that I can verify is true and I will not spread gossip about other students.
- I. I will make sure my comments and discussion responses are related to the purpose of the original post and directed toward the author.
- J. I will not attempt to impersonate others or try to trick people into thinking what I posted was done by someone else. I understand that this could be a form of bullying and harassment.
- K. I will ask my teacher for clarification whenever I am in doubt about any of the rules or guidelines.

V. Data Storage. I will always be prepared for the possibility that computers or access to the Network may not function on any given day, and that files on the Network may become corrupted or lost. I will be responsible for backing up my own files on my own media, as TCSD may not store backups of student files on its servers, and TCSD may not archive or backup student email.

VI. Privileges. I understand that using the Network is a privilege I must earn and maintain. It is not a right. If I fail to use any computer or the Network properly or treat others respectfully, I may lose that privilege and face disciplinary actions and my parents will be notified.

Sanctions for Misuse

Use of school computers and the Network and any private or personally owned devices is contingent upon compliance with state and federal laws, district guidelines, and the user responsibilities outlined in this document.

- A. Violations may result in a loss of some or all privileges.
- B. Specific disciplinary actions involving student misuse may be determined at the school or district level in accordance with Taylor County School District codes of conduct.

Acceptable Use Agreement

Each student user of the Network or Internet must have a signed Acceptable Use Agreement form on file within the school district.

BYOD Student Agreement

The use of technology to provide educational material is not a necessity but a privilege. A student does not have the right to use his or her laptop, cell phone or other electronic device while at school. When abused, privileges will be taken away. When respected, they will benefit the learning environment as a whole.

Students and parents/guardians participating in BYOD must adhere to the student code of conduct, as well as all Standards for Acceptable Use and Support of the TCSD Network, Internet, and Intranet and the TCSD Acceptable Use Agreement. Additionally, technology:

- Must be in silent mode or headphones in use while on school campuses district premises and while riding school buses.
- May not be used to cheat on assignments or tests, or for non-instructional purposes (such as making personal phone calls and text/instant messaging).
- May not be used to record, transmit, or post images or video of a person, or persons on campus during school activities and/or hours without prior written approval from the teacher.
- May only be used to access files or resources on the Network or Internet sites that are relevant to the classroom curriculum.

Students acknowledge that:

- The school's network filters will be applied to one's connection to the Internet and no attempts shall be made to bypass them.
- Bringing on school district premises or infecting the network with a virus, Trojan, or other program designed to damage, alter, destroy, or provide access to unauthorized data or information is in violation of the Acceptable Use Agreement.
- Processing or accessing information on school district premises related to hacking, altering, or bypassing network security measures is in violation of the Acceptable Use Agreement.
- The school district has the right to collect and examine any privately or personally owned or district issued device that is suspected of causing problems or was the source of an attack or virus infection.
- Printing from private or personally owned laptops devices may not be technically available at all locations.
- BYOD technology should be charged prior to bringing it to school and will run off its own battery while at school.

PARENTAL RELEASE FOR USE OF STUDENT IMAGES IN ALL FORMATS

We would like to use your child's picture on our school website, possible newspaper articles or video projects involving school activities. Please sign and return this form to your child's homeroom teacher. No child will be identified by last name on our website.

I (we) authorize Taylor County Middle/High School, Butler, GA and those acting with its permission and under its authority (collectively referred to as "the school") to use and publish recognizable images of my child in any medium deemed appropriate by the school, including but not limited to:

- Web pages
- Newspapers
- TV (in house and local broadcasts to homes)
- Multimedia presentations
- Pictures for professional journals

PERMISSION TO ACCESS THE INTERNET AT TAYLOR COUNTY SCHOOLS

Taylor County Middle/High School recognizes the importance of having access to the Internet for our students. We follow the guidelines given us by the Taylor County School Board. Students need to have a permission form signed by a parent on file.

We currently employ Sonic-Wall as our screening software and our teachers and staff members closely monitor the use. Even with these precautions, students may come upon an inappropriate website. If the student comes upon an inappropriate website, he or she is to notify the teacher/staff member of such site immediately. **Deliberate inappropriate use of the Internet will result in disciplinary action.**

Dear Parent/Guardian,

A Student-Parent Compact is an agreement that parents, students, and teachers develop together. It explains how students, parents, and teachers will build and develop a partnership to work together, through regular two-way meaningful communication to help students achieve the state's grade-level standards. This compact helps bridge the learning connections between school and home.

JOINTLY DEVELOPED

The parents, students and staff of Taylor County Middle School partnered together to develop this student-parent compact for achievement. Teachers suggested home learning strategies, parents added input about the types of support they needed, and students told us what would help them learn. Parents are encouraged to attend annual revision meetings held in the Spring each year to review the compact and make suggestions based on student needs and school improvement goals. Parents are also encouraged to participate in the annual Title I parent survey which collects parent feedback regarding the current Title I programs and policies.

To understand how working together can benefit your child, it is first important to understand the district's and school's goals for student academic achievement.

Taylor County School District Goals:

- To increase student content mastery.
- To expand learning opportunities.
- To provide a safe environment for students and staff.
- To provide high quality instruction in all classrooms.
- To ensure effective and efficient operational processes.

Taylor County Middle School Goals:

GOAL 1: To improve student achievement in the areas of ELA & Math for grades 6-8 as determined from the GA Milestones or MAP during the 2022-2023 school year.

Other Goals:

- Increase the number of students scoring at the proficient and distinguished levels on the Georgia Milestones by 10%.

To help your child meet the district and school goals, the school, you, and your child will work together to:

SCHOOL/TEACHER RESPONSIBILITIES:

Taylor County Middle School will:

1. Provide high quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the state's student academic achievement standards by:

- *Providing teachers professional learning to provide the most up to date instructional techniques.*
- *Integrating technology during instruction to provide for differentiated learning among students.*
- *Providing training in differentiated instruction for teachers to help maximize learning for all students.*

2. Provide parents reasonable access to staff during which this compact will be discussed as it relates to the individual child's achievement.

- *Face to face parent-teacher conferences for each student to discuss academic and behavior will take place once a year.*
- *Provide information through the school website to parents of participating students in an understandable and uniform format, including alternative formats upon the request of parents with disabilities, and, to the extent practicable, in a language that parents can understand.*
- *At the request of parents, provide opportunities for regular meetings for parents to formulate suggestions, and to participate, as appropriate, in decisions about the education of their children. The school will respond to any such suggestions as soon as practicably possible.*

3. Provide parents with frequent reports on their children's progress.

- *Create and maintain consistent line of communication between parent and teacher via e-mail, iremind and other sources of communication.*
- *Provide continual parental access to student grades and educational information through the online Infinite Campus parental access point.*
- *Provide academic progress reports each 4 ½ weeks and report cards each 9 weeks.*

4. Provide parents opportunities to volunteer, observe, and participate in school activities to build partnerships that will support student learning as follows:

- *Concessions*
- *PBIS Celebration*
- *School committees*
- *School Dance*
- *Curriculum/Technology Night*
- *Parent Resource Center and Virtual Parent Resource Room on the Taylor County Schools app and website*
- *Parent-Teacher Conferences*
- *Volunteering/Observing*
- *Open House*
- *Workshops*

PARENT RESPONSIBILITIES:

I/We, as parents, will:

- *Learn about my child's progress through conferences with teachers, reviewing school work and assignments, and checking student status on Infinite Campus.*
- *Contact my child's school to discuss concerns or ask questions about my child's education. (478-862-5285)*
- *Attend parent-teacher conferences to learn about my child's academic needs and/or success.*
- *Create and maintain a consistent line of communication by checking and responding to emails and registering for iremind.*
- *Parents will ask their students for their progress reports and report cards and review them to check their student's progress.*
- *Parents will encourage their student to work an hour weekly on IXL.*
- *Discuss with student what he/she has read.*
- *Positively encourage and praise my children for their efforts academically, socially, and emotionally.*
- *Attend school sponsored activities for parents and/or students, which promote learning.*
- *Participate, as appropriate, in decisions relating to my child's education and attend parent input meetings to offer suggestions.*

STUDENT RESPONSIBILITIES:

As the student I will:

- Students will access Infinite Campus to monitor their grades.
- Students will share email and irect contact information for their teachers with their parents.
- Students will work on IXL at least an hour a week.
- Share daily what I have learned with my parents.
- Ask teachers questions when I do not understand something.
- Read for 10 minutes each school night and discuss with parent.
- Give parents/guardians all notices/information received from the school.
- Attend family engagement school events with a parent/guardian
- Access the internet as an academic resource for a minimum of 1 hour per week.

If you have questions about your child's education, please contact Ms. Moneak McCrary, TCMS Principal, at 478-862-5285.

Please sign and date below to acknowledge that you have read and agree to this 2022-2023 Taylor County Middle School-Student-Parent Compact. Once signed, please return this form to your child's teacher. We look forward to building our student-parent-school partnership!

School Representative Signature:

Date:

Parent/Guardian Signature:

Date:

Student Signature:

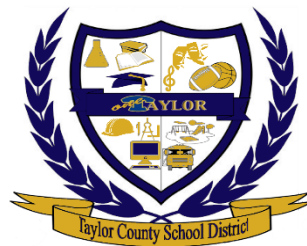
Date:

NOTE FROM THE PRINCIPAL

The PRINCIPAL retains the right and privilege to issue penalties for acts of discipline not specifically stated herein and to alter any penalties as he/she considers necessary. The principal also reserves the right to amend any provision in this handbook that he/she deems to be in the best interest of the educational process. PLEASE realize that every staff member at TCMS-TCHS should be treated with respect and dignity just as students and parents should receive the same fair treatment from the staff. It is imperative that the teacher be in charge of the class.

Let's make this school year a special year full of student achievement and learning!

**TAYLOR COUNTY MIDDLE-HIGH SCHOOL
PARENT / STUDENT HANDBOOK
STUDENT CODE OF CONDUCT
ACKNOWLEDGEMENT FORM**



The school wide plan, parent involvement policy, school/parent compact, and nursing forms are distributed to students/parents. Other board policies are available upon request. Disagreement with policies, procedures, or our discipline plan will not be grounds for ignoring or failing to comply with our handbook.

Parent/Guardian contact will be made informing:

- At all levels, a notice will be sent home and/or a phone contact will be made informing parents or guardians of violations of our behavior code. Parental conferences may also be necessary at various times during the year to help modify behavior.
- Whenever deemed appropriate, counselors/social workers, outside agencies, and law enforcement officials may be brought into the process.

Please initial on the lines provided:

Acceptable Use Agreement

_____ I (student) have read the TCSD Acceptable Use Agreement and agree to comply with the terms of the agreement.

_____ As the parent or guardian of this student, I have read the STANDARDS FOR ACCEPTABLE USE AND SUPPORT OF THE TAYLOR COUNTY SCHOOL DISTRICT (TCSD) NETWORK, INTERNET, AND INTRANET. I understand that access to the Network and Internet is designed for educational purposes and that my student's school and TCSD have taken precautions to control controversial material. However, I also recognize it is impossible to restrict access to all such materials, and I will not hold the school or TCSD responsible for materials acquired, viewed, or transmitted on the Network or Internet. Further, I accept full responsibility for supervision of my student's Internet access when he/she is not in a school setting. I understand that any violation may revoke his/her access privileges or invoke disciplinary action and/or appropriate legal action.

Image Release

_____ I (we) release and discharge the school and all persons acting with its permission and authority, from any liability by virtue of use of photographs so long as they are used for an educational purpose by the school.

_____ I **DO NOT** give permission for my student's photograph to be used for an educational purpose by the school.

Internet Use

_____ I give permission for my child to access information on the Internet. I understand and agree that the misuse of this privilege by my child will terminate his/her access to the Internet.

PE Participation

_____ My child is able to participate fully in the regular Physical Education Program.

_____ My child is able to participate with restrictions in the Physical Education Program.

These restrictions are noted below.

Organizations / Clubs Notification:

_____ In accordance with state and local policy, I acknowledge that I have been provided a complete listing of all school –sponsored extracurricular clubs and organizations that are offered at this school within the Student Handbook. I understand that if I wish to “opt-out” my student from participation, I may do so by listing the activity or club that I do not grant permission for my student to participate in.

My student does not have permission to participate in the following clubs or organizations.

THIS FORM MUST BE SIGNED AND RETURNED BY THE DESIGNATED DATE.

We have read, discussed, and understand the TCMS-TCHS Parent/Student handbook and other important forms.

Print Student Name: _____

Student Signature: _____

Print Parent Name: _____

Parent Signature: _____

Date: _____

Please sign and date below to acknowledge that you have read and agree to this Student-Parent Compact. Once signed, please detach and return this sheet with signatures to your child's homeroom teacher. We look forward to building our student-parent-school partnership!

Please select your student's school: TCMS _____ or TCHS _____

School Representative Signature: _____

Date: _____

Parent/Guardian Signature: _____

Date: _____

Student Signature: _____

Date: _____

Taylor County School District
SEVERE ALLERGIC REACTION STUDENT HEALTH CARE PLAN
 (A new health care plan is required every school year)

Student: _____ DOB: _____ School _____

Year: _____ School: _____

Teacher: _____ Grade: _____

ALLERGY: _____

_____ Asthma (please circle): YES* or NO *Higher risk for severe reaction

► TREATMENT ◄

(To be determined by physician authorizing treatment)

For the following Symptoms:
 Checked Medication

Give

NO SYMPTOMS , but ingestion or in contact with allergen.	<input type="checkbox"/> Epinephrine <input type="checkbox"/> Antihistamine
MOUTH: Itching, tingling, or swelling of lips, tongue, mouth.	<input type="checkbox"/> Epinephrine <input type="checkbox"/> Antihistamine
SKIN: Hives, itchy rash, swelling of face or extremities	<input type="checkbox"/> Epinephrine <input type="checkbox"/> Antihistamine
STOMACH: Nausea, abdominal cramps, vomiting, diarrhea	<input type="checkbox"/> Epinephrine <input type="checkbox"/> Antihistamine
♦ THROAT: Tightening of throat, hoarseness, hacking cough	<input type="checkbox"/> Epinephrine <input type="checkbox"/> Antihistamine
♦ LUNG: Shortness of breath, repetitive coughing, wheezing	<input type="checkbox"/> Epinephrine <input type="checkbox"/> Antihistamine
♦ HEART: Thready pulse, low BP, fainting, pale, blueness	<input type="checkbox"/> Epinephrine <input type="checkbox"/> Antihistamine
♦ OTHER: _____	<input type="checkbox"/> Epinephrine <input type="checkbox"/> Antihistamine

♦ Potentially life threatening. The severity of symptoms can quickly change.

****DO NOT HESITATE TO MEDICATE OR CALL 911 EVEN IF PARENTS OR PHYSICIAN CANNOT BE**

REACHED**

DOSAGE:

Epinephrine (please circle): EpiPen® Auto-injector 0.3 mg or EpiPen Jr® Auto-injector 0.15 mg

Antihistamine: give

_____ *medication/dosage/route*

Other:

give _____
medication/dosage/route

Self Carry (please check yes or no):

This student is competent in the use of and can carry their emergency medication listed above on their person at all times. _____ **YES** _____ **NO**

Physician's Authorization:

My signature provides for the above orders. The authorization is valid for one year.

Physician's Name: _____ **Phone number:** _____

Physician's Signature: _____ **Date:** _____

Parent Consent for Management of Allergy at School

I _____ (Parent/Guardian) hereby authorize the previously named Healthcare Provider to furnish to the School Nurse any medical information and/or copies of records pertaining to my child's allergy and for this information to be shared with pertinent school staff at my child's school. I authorize disclosure of information so that my child's medical needs may be served while in attendance in the Taylor County Schools.

I request designated school personnel to administer the medication and treatment order as prescribed above. I agree to provide the necessary supplies and equipment and to notify the school nurse if there is a change in the student's health management or health care provider.

I understand that it is my responsibility to notify the bus driver, school administration, teacher, and school nurse of any and all health conditions for my child.

I hereby agree to hold harmless and indemnify the Taylor County Board of Education and any employee of the Board from any liability whatsoever occasioned by the administration or non-administration of the medication listed.

Parent/Guardian's Signature: _____

Date: _____

MEDICAL AUTHORIZATION AND RELEASE/MEDICATION ADMINISTRATION

No long term, short term, or prescription medication shall be given by the school nurse or designated staff unless a signed statement is obtained from the parent or legal guardian giving permission for medication to be administered.

Student: _____ DOB: _____ School Year: _____

Grade: _____ Homeroom Teacher: _____

Below please list the medication(s) you wish for your child to receive **during school hours**. Include medication, dosage, route, and time to be given.

1. _____
2. _____
3. _____

Authorizing Physician: _____

Physician's Telephone Number: _____

Additional or special instructions (attach instructions from physician):

*** Medications must be clearly labeled in their **original containers** with **unexpired dates** per school policy. All medications must be taken by the designated adult, parent or guardian to the school office immediately upon arrival to the school. Please see the student handbook for further information on medication administration.

STATEMENT OF PARENT/GUARDIAN

I _____ (parent/guardian) understand by signing this form, I consent to the release of medical information and/or copies of records pertaining to my child's medication/diagnosis for medication listed to the school nurse, principal or his/her staff as needed. I authorize disclosure of information so that my child's medical needs may be served while in attendance in the Taylor County Schools.

I understand that it is my responsibility, as the parent, to notify the school nurse of any changes regarding the student's medication. If medication changes are made, a new pill bottle with the correct updated prescription will need to be provided to the school. New prescription orders may be faxed to the school also. It is my responsibility to know when my child's medication refill is needed.

I hereby release and agree to hold harmless and indemnify the Taylor County Board of education and any employee of the Board from any liability whatsoever occasioned by the administration or non-administration of the above described medication to my child during school hours in accordance with the above instructions.

Parent/Guardian's Signature: _____ Date: _____

Taylor County Nursing Health Services Consent Form

This consent form must be **completed and signed** by a parent/guardian in order for your child to receive services from the school nurse. A new nursing health services consent form will need to be completed each year.

_____	_____	_____	_____
(Last Name)	(First Name)	(DOB)	(Grade)
Parent/Guardian (Mother): _____		Phone #: _____	Work #: _____
Parent/Guardian (Father): _____		Phone #: _____	Work #: _____

In case of emergency or illness and parent cannot be located, the following person(s) may be called:

1. _____	Phone Number: _____	Work Number: _____
2. _____	Phone Number: _____	Work Number: _____

(Medical information may be given to the contacts listed above)

Allergies: (Please include reaction. **(*If epipen is needed, please provide one to school and complete severe allergy form*)**)

Medical Conditions (diagnosed by a Physician): (Examples may include: asthma, diabetes, ADD, ADHD, anxiety, etc.)

Please check ALL THAT APPLY :

_____ **Should** my child suffer an emergency while at school, the school has my permission to transport my child to the nearest health care facility in case of my absence.

_____ **YES**, I give permission for the above named student to receive free services from the school nurse. I understand that all services are confidential. I have given accurate and complete information. I realize this permission is in effect until the school system is notified in writing otherwise. *I agree to hold harmless the Taylor County Board of Education and staff, as it relates to this consent.*

_____ **NO**, I do not want the above student to receive services. I realized my child will NOT receive any treatment, medication, or emergency services.

_____ **Please call** parent/guardian prior to administering **ANY** medication or treatment.

For use in emergencies only: Private Insurance Co. _____ **Medicaid/Peachcare** _____

The following is a list of over-the-counter medications given by the school nurse if needed. Parent's signature below gives consent for medication to be given. All medications will be dosed according to age. Generic equivalents may be used when necessary. **IF there is a medicine that you DO NOT wish your child to receive, please CIRCLE it below.**

Dimetap	Oragel	Sting Relief
Benadryl liquid and tablets	Anti-fungal cream	Visine
Pepto-Bismol	Benadryl cream	Saline (wound cleanser)
Tylenol liquid and tablets (age appropriate)	Hydrocortisone cream	Midol
	Polysporin ointment (neosporin)	Cough Drop
	Tums	First aid antiseptic liquid or spray

Additional information _____

Parent/Guardian signature: _____ **Date:** _____