

Morgan County High School

A Georgia College and Career Academy



Student Handbook 2025-2026

Disseminated August 1, 2025 Disclaimer: As we begin 2025-2026, we seek to maintain as much normalcy as possible, our ultimate goal is to keep students, faculty, and staff safe. Any and all necessary changes or updates in practices that are recommended for the safety and well-being of this group will take precedence over information shared here.

Student Handbook 2025-2026

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Administration and Counselors Contact Information

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Mission and Vision

MCHS Mission: Our mission is to ensure that all students will be successful in their learning and personal development through a system characterized by extensive community and parental involvement, quality resources, an exemplary staff, a safe and caring environment, and a challenging, personalized educational program encompassing advanced technology.



MCHS Vision: Preparing Lifelong Learners for an
Ever-Changing World.

Morgan County High School Alma Mater

Morgan High School
We'll be Faithful
Thy Ideals Uphold.
E'er be True and Loyal Lovers
Of Thy Spirit Bold.
Praise and Glory

Fame and Honor
May They Grace Thy Throne
In the Realm
Of High School Memories
We Claim Thee Our Own

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The logo for Morgan County Charter Schools features a large, stylized red letter 'M' with a white outline and a 3D effect. To the right of the 'M' is the word 'MORGAN' in a bold, black, serif font. Below 'MORGAN' is a thin red horizontal line, and underneath that line is the text 'County Charter Schools' in a smaller, black, serif font.

JULY

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

25-31: Pre-Planning

AUGUST

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

29: Digital Day

SEPTEMBER

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

1: Labor Day

OCTOBER

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

31 : Digital Day

NOVEMBER

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

24-28: Thanksgiving Break

DECEMBER

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

22-31:
Winter Holidays

JANUARY

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

30: Digital Day

FEBRUARY

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

16-20: Mid-Winter Break

MARCH

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

13: Staff PL Day

APRIL

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

6-10: Spring Break

MAY

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

26-28: Post-Planning

JUNE

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

20 19: Juneteenth




 @morgangaschools

1065 East Avenue, Madison, GA 30650
706.752.4600
www.morgan.k12.ga.us



Grade Reporting Dates

Grade will be posted at 6, 12, and 18 weeks:

First Semester

September 16

November 4

January 5 (by noon)

Second Semester

February 24

April 14

May 26 (by noon)

Bell Schedule

Morgan County High School Daily Bell Schedule

Bell Schedule 2025-2026

Regular Daily Schedule (8:05-3:00)

1st period	8:05 - 9:40	5 minutes announcements 90 minute class
2nd period	9:45 - 11:15	90 minute class
3rd period	11:20 - 1:25 Lunch A: 11:20 - 11:50 Lunch B: 12:05 - 12:35 Lunch C: 12:55 - 1:25	90 minute class <i>30 minute lunches with 15-20 minutes between each lunch</i>
4th period	1:30 - 3:00	90 minute class

Schedule with Advisory as needed

1st period	8:05 - 9:30	5 minute announcements 80 minute class
2nd period	9:35 - 10:55	80 minute class
Advisory	11:00 - 11:45	45 minute Advisory
3rd period	11:50 - 1:35 Lunch A: 11:50 - 12:15 Lunch B: 12:30 - 12:55 Lunch C: 1:10 - 1:35	80 minute class <i>25 minute lunch periods with 15 minutes between lunches here</i>
4th period	1:40 - 3:00	80 minute class

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Cafeteria

Children need healthy meals to learn. Morgan County Charter School System offers healthy meals every school day.

Meal Prices

Lunch: \$3.15
Breakfast: \$2.00

Reduced Lunch: \$.40
Reduced Breakfast: \$.30

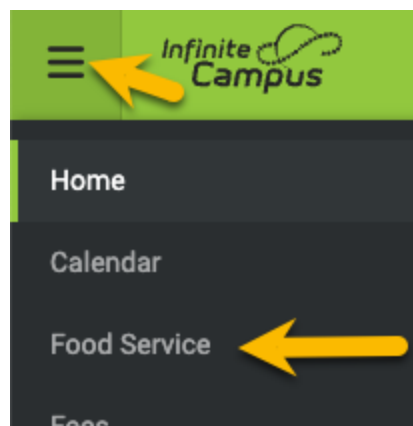
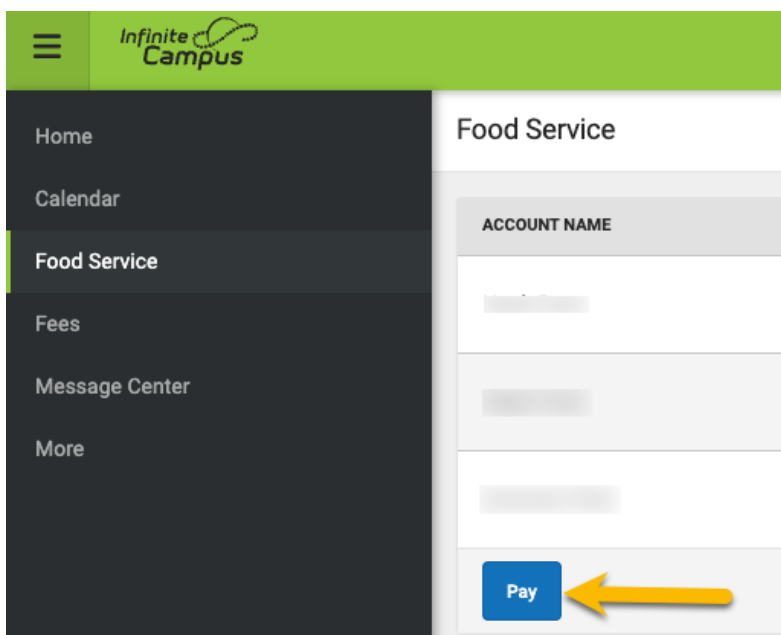
Packets are available online or in the lunchroom where you can access an application for free or reduced price meal benefits, and a set of detailed instructions. *All packets need to be turned in within the first 30 days of school.*

Online access to Free and Reduced Meal Applications:

<https://www.morgan.k12.ga.us/o/mccs/page/free-and-reduced-meal-applications>

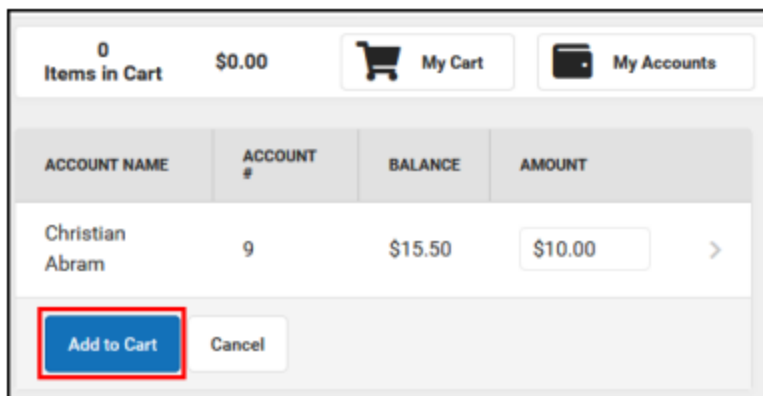
Pay Food Service Account Online

1. Click on the 3 lines in the top left corner then Click Food Service.
2. You will see all of the members of your household and a blue Pay button. Click the **Pay** button.

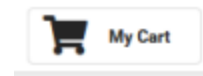


3. Enter the amount you want to add in the **Amount** field. If a box is not available for you to enter an amount, your account may not be active and you may need to contact the Central Office.
4. Select **Add to Cart**.

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5. Select the **My Cart** button, and the checkout screen will appear.
6. Select the Payment Method you want to use and enter an Email Address for Receipt (optional).
7. Select **Submit Payment**.



Transportation:

The Morgan County Charter School System operates bus service for all pupils. Transportation is provided for a morning ride to school and an afternoon ride home from school.

<https://www.morgan.k12.ga.us/page/transportation>

If a student is to ride home on a different bus, use the Transportation Change Form located on the school website on the day of the change by 12:00pm.

[MCHS Transportation Change Form](#)

MCHS Code of Conduct - Bus Discipline (Updated July 8, 2025)

Bus Behavior:

A student is expected to act in a quiet and orderly manner when loading, riding, and unloading the bus. This service is a privilege and may be denied for undesirable behavior. The bus driver must be obeyed at all times. If a student feels an order from the driver is unjust, it should be obeyed nonetheless and then reported to the Transportation Manager. Students who come to school on the bus should return home on the bus unless he/she has a note from the parent or guardian and signed by the principal or designee.

All bus discipline cases of safety violations are viewed as serious violations. Drivers will make the final decision as to whether or not to file bus referral on a student for any rule violation.

A 5 (five) step discipline program will be followed before a bus referral is filed. However, the bus driver does NOT have to use all five steps if the offense is severe. Physical violence (or language that leads to physical violence) of any kind may result in suspension from the bus ranging from multiple days to the remainder of the semester or beyond.

The “5 Step Program” and the consequences are as follows:

If a student misbehaves:

Step 1: The driver will assign a seat on the bus to a student who misbehaves and may assign seats to all students if necessary.

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Step 2: The driver will have a private conversation with the student on school grounds.

Step 3: The driver will reassign the student to a seat that will help prevent the misbehavior.

Step 4: The driver will notify the transportation department of a behavior problem, and the manager or a representative will have a private conversation with the student on school grounds. At this step, a phone call or an email to the parents will take place.

Step 5: The driver will issue a bus referral to the student and provide the Transportation Manager with the documentation of the previous 4 steps.

A bus referral at Step 5 will result in consequences ranging from a written warning to a one- or multiple-day suspension. The student's parent/guardian will be notified of the student's behavior and disciplinary consequences. Disciplinary consequences will be entered into the student's permanent behavior file. Upon the student's return to riding the bus, the "5 Step Program" will NOT start over.

A second referral will result in an automatic bus suspension. The length of the suspension will depend on the severity of the infraction and will build upon the consequences levied after the first bus referral.

A third referral will result in a longer bus suspension to be determined by the transportation department. Suspension of bus transportation privileges could result in a minimum of 10 school days up to the remainder of the semester. When and if the student returns to the bus, future misbehavior will NOT be tolerated.

Advanced Technology

1:1 Guidelines & Expectations

As a part of the Mission of MCCSS to offer students a "personalized education program using advanced technology", Morgan County High School will be implementing our One to One Technology Program by issuing Chromebooks* to each student to allow them to use Google Classroom and other instructional programs to support their learning. Students are expected to bring a fully charged Chromebook to school every day and bring their Chromebooks to all classes.

**** A Chromebook is a laptop running Chrome as an operating system. This means that the Chromebook does not have a "hard drive" and does not have its own memory. Having WIFI or Internet availability off of our campus is needed for the Chromebook to be fully functional. There are several places in our community that offer free WIFI and many families use portable data devices.***



Appropriate Uses and Digital Citizenship

School-issued Chromebooks should be used for educational purposes only and students are to adhere to the MCCSS Digital Citizenship Agreement at all times. Violations of the school's Code of Conduct or the Agreement will be addressed and can impact a student's discipline record. Teachers, school administrators, and the technology department staff may use monitoring software that allows them to view the screens and activity on student Chromebooks.

Students are being provided with a device to allow access to their educational programs in a variety of settings, including off of the MCHS campus. Even while off of school property, they are to only be used for educational purposes. For this reason, parents are reminded to treat the Chromebook at home as any other personal electronic device. It is recommended that Chromebooks be turned in and charged at night in a designated location in the home and not in the student's bedroom. This may be a good opportunity to create or review a Family Technology Usage plan. There are many examples available online so you can determine what works best for you and your student.

See [MCHS Chromebook Contract](#)

Opportunities & Preparation for College & Career

Morgan County High School offers you a unique opportunity for a meaningful, one-of-a-kind high school experience. The 2025-26 school year promises to be memorable, as we Learn, Lead and Thrive together. You have the opportunity to take advantage of multiple opportunities to be successful at Morgan County High School: A Georgia College & Career Academy.

This academic year presents an unprecedented list of opportunities for strategic college and career preparation. Students are strongly encouraged to thoroughly explore potential pathways, critically analyze their personal goals, and strategically identify the most appropriate educational trajectory that will effectively position them for success after high school. Comprehensive support begins immediately upon entering the Freshman Academy and continues as a consistent, developmental process throughout your entire high school journey.

Our already robust curriculum will be enhanced as course offerings grow, expand, and evolve into career academies integrated with AP, Dual Enrollment, Fine Arts, CTAE, and other courses. In

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addition to academic options and support, you will continue to focus on building and improving **Knowledge, Attitude, Skills, and Habits** through the *KASH* initiatives.

You are part of a unique time at Morgan County High School, so choose to make good decisions, wise plans, and fond memories of being a part of this significant year in the life of your school and community. This is an extraordinary time for you, and the 2025-2026 school year is sure to be an exciting one, as you carry on the best traditions and create your own, leaving a lasting legacy for future generations.

Academic Supports at MCHS

Teacher Support Sessions

Teachers work with students to provide before and/or after school opportunities for make-up, tutoring, etc. Please work with your teachers to set up supports when needed.

SAT Support

Students are encouraged to work independently using a variety of free online supports. Notable among these is the **Khan Academy/College Board**, where students may create an account and work independently. This is College Board's first partnership, so the support should certainly be aligned to their test. Go to <https://www.khanacademy.org/sat>

SAT Dates @ MCHS:

8/23, 9/13, 10/4, 12/6, 3/14, 5/2, 6/6



The Academies of Morgan County High School:

A Georgia College and Career Academy

In the MCHS model, our Academies are more like colleges inside of a larger University. Students will select pathways to take that will essentially have them “majoring” in an academy. Some students may experience courses from each Academy throughout their high school career. Our focus is to help our students select courses, both Academic and Electives, that help him or her build a pathway to their future goals.



Academy of Media and Communications

The Academy of Media and Communication offers a progressive look into the world of Entrepreneurship, Information Technology, Cyber Security, Digital Media, and Sports and Entertainment Marketing.

Academy of Arts and Humanities

The Academy of Arts and Humanities bolsters an intensive and imaginative opportunity for students to experience and major in the Pathways of World Language, Band, Chorus, Drama, and Art.



Academy of Science and Industry

In the Academy of Science and Industry, you will examine the world of Agricultural and Food Sciences, Biotechnology, Engineering, and Industrial Sciences.

Academy of Health and Human Services

The Academy of Health and Human Services is committed to the development of caring, responsive, and self-directed leaders interested in bettering our community's quality of life. Pathways include Cosmetology, Culinary, Healthcare, and Teaching as a Profession.



Freshman Academy

Dr. Allison Woodard is the Assistant Principal in charge of the Freshman Academy. If you have any questions/concerns, please feel free to reach out to her. Allison.woodard@morgan.k12.ga.us

Ninth Grade Performance

The strongest predictor of a student's academic future comes in the ninth grade. A student's academic and attendance performance in the ninth grade is a pretty good predictor of his/her performance for the remainder of high school. Successfully completing the ninth grade is very important to a student's chances of graduating.

A foundation for success!

Students who are successful in the ninth grade tend to remain successful throughout their high school career.

Good habits are taught during the "introductory" year, setting a good foundation for the remainder of their high school experience.

Students who have earned units toward graduation and are making progress tend to be more motivated to continue to work hard and be successful for the remainder of their high school years.

Students who become involved in high school activities in their first year of high school tend to stay involved for the rest of their school career.

Freshman Seminar

This is a required course designed to teach students how to take ownership of their own learning. High school is a time for students to be an active participant in their learning. This course will help prepare to be successful both personally and professionally in an information based society. Students will earn credit for a CTAE Course, Health, and Drivers Education during the semester course. Students will complete the YouScience aptitude assessment, discover self motivation, time management, interdependence, technical literacy, career awareness and so much more during this semester.

Dual Enrollment

Dual Enrollment at Morgan County High School is an opportunity open to all eligible students. Dual Enrollment courses are college level academic and elective courses that high school students can complete. These courses count for both high school credit and college credit simultaneously. While MCHS does offer some Dual Enrollment courses on our campus, students are also able to enroll in other courses not on our campus as well as online courses. Currently, our primary DE partners are Athens Technical College and Georgia Military College. Exclusively for our seniors, we offer a cohort experience where students may gain up to 8 college classes through GMC's quarter system during the school day at the Madison campus.

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While these courses are free, they may have some fees associated with items necessary to complete certain courses. These courses do not have an impact on a student's potential HOPE Scholarship fund and receive the same GPA boost as Advanced Placement(AP) courses. Each college/university will have their own set of requirements and deadlines, so interested students should research the school(s) they would like to partner with and be in contact with their Mrs. Fuller or a School Counselor to register.

Advanced Placement (AP) Courses at MCHS

MCHS offers several AP courses for students beginning in 9th grade and continuing throughout high school.

9th grade

- AP Human Geography

10th grade

- AP Government
- AP Seminar*
- AP Psychology*

11th & 12th grade

- | | |
|----------------------------------|----------------------------|
| ■ AP Chemistry* | ■ AP Economics |
| ■ AP Biology* | ■ AP Research |
| ■ AP Art | ■ AP Language |
| ■ AP Calculus AB/BC | ■ AP Precalculus |
| ■ AP Literature | ■ AP Statistics |
| ■ AP Computer Science Principles | ■ AP US History |
| ■ AP Computer Science | ■ AP Environmental Science |
| ■ AP World Language Options | ■ AP Physics* |



Flexibility in grade level option in these courses specifically & some identified for 11th & 12th grades.

* Offered in alternating year sequence.

AP courses prepare students to tackle rigorous coursework in college. According to a US Department of Education study, participation in AP or other rigorous high school courses is a stronger predictor of success in college than test scores or grade point average. Research also shows that students who take AP courses are much more likely than their peers to complete a college degree on time.

More than 90% of colleges and universities have a policy granting incoming students credit, placement, or both for qualifying AP exam scores; information applicable to different colleges is on the AP/College Board website.

KASH

Our KASH focus is to provide students with a set of soft skills and a clear, understandable set of expectations that will both enhance students' educational experience and better prepare them for the professional expectations of the workforce. Students will be acknowledged for following

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school/system-wide expectations for behavior, work ethic, respect, and dress both in and out of the classroom.

Our expectations for KASH will apply to all students:

- On school campus (inside and out)
- During all school-sponsored activities
- During any event in which the student represents the school

KASH promotional materials will be located around the school to remind students of the expectations for behavior in that specific area.

The KASH expectations and matrices for students, faculty, and staff are located [here](#) and around campus.

Keep in mind that this list is not inclusive, but it does address the most common questions/situations we encounter. The administration reserves the right to redirect any student whose choices do not support the initiatives of the Morgan County High School College and Career Academy.

Students who are not within the dress code requirements will be asked to correct the violation. This will ensure that students do not miss instruction while dress code issues are corrected. Failure to follow these requests or repeated violations will be addressed as a disciplinary issue.



Graduation Requirements

9th grade credits attempted	10th grade credits attempted	11th grade credits attempted	12th grade credits attempted	Total Credits required for graduation
8	8	8	8	27 out of 32 attempted

MCHS Academic Eligibility Requirements for Athletic Participation

Academic eligibility requirements at Morgan County High School are determined by the Constitution and By-Laws of the Georgia High School Association. The following is a summary of those rules. More information can be found at www.ghsa.net.

To be eligible to participate, practice, and/or try out in interscholastic activities, a student must be academically eligible. A student is required to:

- A. Pass classes that carry at least 2.5 Units counting toward graduation the semester immediately preceding participation.
- B. 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.

Exception 1: First semester ninth grade students.

Exception 2 : Students who successfully complete summer school to maintain eligibility become eligible the last day of summer school.

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.

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.

Other items to note regarding academic eligibility requirements for athletic participation:

- 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.
- Passing in all GHSA member schools is a grade of seventy (70).
- Students participating in junior varsity or "B" team competition must meet all scholastic requirements.
- 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.

Code of Conduct

The Morgan County Board of Education set forth their expectations for student behavior in a conduct code ([Policy JCDA-R\(1\)](#)). This policy can be found on our school system website.

Changes to this policy will be communicated through daily school announcements and will be posted on the Morgan County High School Website. Note: The student code of conduct is not intended to cover every possible circumstance occurring at Morgan County High School. The administration will develop school policies and procedures necessary to carry out the mission of Morgan County High School.

Fighting

Fighting will not be tolerated and is a serious offense. Fighting will result in OSS and possible expulsion based on its severity.

Assault: Any threat or attempt to physically harm another person or any act which reasonably places another person in fear of physical harm. (Example: threatening language or swinging at someone in an attempt to strike).

Battery: Intentionally making physical contact with another person in an insulting, offensive, or provoking manner or in a way that physically harms the other person.

Physical Violence: Intentionally making physical contact of an insulting or provoking nature with the person of another; or intentionally making physical contact which causes physical harm to another.

- Fighting in an area where there are no cameras (bathrooms/locker rooms) will result in expulsion and assignment to the alternative school.
- Other fights will result in 5 days OSS or more.
- A second fight will result in a disciplinary hearing.
- Play fighting (slap boxing) is the same as a real fight.
- You may be charged with disruption of public school and leave in handcuffs. WE DO NOT FIGHT HERE!

Bullying/Cyberbullying

Bullying: In accordance with Georgia law, bullying is defined as an act that is:

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 such as 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:
 - 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;
 - Has the effect of substantially interfering with a student's education;
 - Is so severe, persistent, or pervasive that it creates an intimidating or threatening educational environment; or
 - 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.

Cell Phone Policy

In order to protect the integrity of the educational environment, Morgan County High School: A Georgia College & Career Academy prohibits the use of cell phones and electronic devices (headphones, earbuds, air pods, smart watches, etc.) during instructional times between 8:05 a.m. and 3:00 p.m. unless use of devices is **teacher driven**. Because students are provided with Chromebooks and our classrooms and offices have telephones and clocks, students do not need cell phones in the classroom.

Cell phones may only be used when students are not assigned to an instructional setting (hallways between classes, before or after school and lunch) or on the infrequent occasion when the use of devices is supported by **teacher directed instruction that is noted in the lesson plans. Be mindful of teacher specific policies regarding use of devices in the classroom as described in their syllabi. Students are expected to exhibit responsibility in the possession and use of cell phones, and comply with the teacher's policies.**

When in the hallway, students should refrain from using headphones / earbuds / airpods for safety reasons.

If a student is speaking on/texting/checking social media or otherwise engaged with a device or the ringing, vibration, handling or use of a device interrupts the classroom, disciplinary consequences may result.

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If a student is asked by any staff member to put a device away or to turn it in and does not comply, disciplinary consequences will be enforced. Possible consequences include but are not limited to: ISS, parent contact, detention, or other consequences as determined by the administration.

Students will have access to their cell phones when deemed appropriate if an emergency event occurs.

During state mandated testing such as End of Course tests, no electronic devices including cell phones/smartwatches/earbuds/any other smart devices will be allowed in the testing environment. If a student uses any electronic devices during any state mandated testing, the student will receive a zero (0) on the EOC.

The school is not responsible for the safety or security of any personal electronic device. If a student chooses to bring a cell phone or other device to school and it is stolen or lost, the responsibility for loss rests entirely with the student.

Social Media and Posting Photos and/or Videos

Under no circumstances is photographing or video recording allowed anywhere on school premises unless it is under a teacher's guided instruction. This includes, but is not limited, creating social media material.

If photos or videos are posted or shared during school hours, consequences will be more severe and punishable by requiring the student to turn in their phone at the front office every day for a mandated period of time.

If an issue occurs on social media that is shared at an inappropriate time or creates a disruption (as determined by school administration), students involved must turn in their cell phone to the front office upon arrival for a period of time determined by administration. Additional time will be added for further incidents.

Students who photograph and/or video any fights will receive consequences, possibly up to the same level as the students they are videoing.

Additional consequences will be assigned as determined by the administration based on the severity of the act.

Personal Items

Morgan County High School is not responsible for lost, stolen, or damaged personal items. The staff will make reasonable effort to assist in the recovery of lost, stolen, or damaged items, but shall not be obligated to replace or repair said items. Hallway lockers are available for free to students. Students taking PE classes should provide their own locks for the locker room.

Vaping

Vaping has become a serious problem among students throughout the nation. Of even more concern is the access that students have to vapes with THC (the psychoactive compound in marijuana) and Delta 8. If you have not already, please research the different types of vapes and vaping devices.

Vape detectors have been installed in restrooms and other areas of MCHS. They are very sensitive and alert faculty members to the location and time a device has been used. Administrators will be investigating vaping alerts and addressing students who are found to be in possession of and/or using vapes.

The consequences of vaping are serious and may be as follows:

1st offense: 2 Days Out of School Suspension (OSS)

2nd Offense: 3 Days Out of School Suspension (OSS) and Behavior Contract implemented

3rd Offense: Referral to a Disciplinary Hearing with recommendation of assignment to Crossroads

Note - Any vaping device or product containing THC or Delta 8 will result in an automatic referral to a Student Disciplinary Hearing.

Dress Code

Students will be expected to adhere to the dress code while on campus. Refusal to do so will be considered as insubordinate behavior and subject to appropriate discipline for such infractions. The school principal or his/her designee will have the final decision in determining whether a students' apparel is considered inappropriate. If a student has to be reminded repeatedly, a consequence will be imposed.

- Hats and head coverings may not be worn in the building. This includes, but is not limited to, hats, hoodies, beanies, ski masks, shower caps, doo rags, bandanas, sleep wear caps, etc.
- Tank tops, crop tops, shirts with suggestive holes or cuts, backless tops, and off-the-shoulder shirts are not allowed.
- Shirts or attire that show tobacco, alcohol, drugs, contraband, suggestive pictures are not allowed.
- No holes above the mid-thigh in any legwear where skin is showing.
- Skirts/shorts should be at least to the mid-thigh. This includes "sport shorts and chubbies".
- Pants should be worn at the waist and not expose undergarments whether standing or sitting.
- Undergarments should not be visible on males or females whether standing or sitting.
- No pajamas, house shoes or bedroom slippers are allowed.
- Clothing with weapons, objectionable words and/or images, or anything that is disruptive to the school climate may not be worn.
- Any clothing that is deemed disruptive or inappropriate to the learning environment will be addressed by administration.

Sportsmanship

Students are required to behave at all extracurricular activities in a manner which exhibits the spirit of good sportsmanship. Taunting, abusive or obscene language or any action directed toward the opposing team, coaches, spectators, and/or officials which is contrary to the ideals of good sportsmanship will not be tolerated and will result in school disciplinary action. If students are found in violation of the GHSA sportsmanship policy, they will be banned from attending all athletic events for the remainder of the school year.

Deliveries

If a student forgets items from home (bookbag, athletic equipment, etc) parents should bring those items to the main office for the student to pick up in between classes. To avoid classroom disruptions, deliveries of food, gifts, balloons and flowers for students are prohibited. Deliveries directly to students on campus are not allowed and will result in school disciplinary action that includes food deliveries and Doordash.

Health Information / Medications

All Health information or student health concerns will be filled out confidentially with our Nurses. [Please use this link](#) to view / print the form, and then fill out any health status, medication, and permissions information. **Please note: Medications of any kind are NOT allowed on school premises without proper medical authorization on file and must be brought to the school nurse by a parent / guardian.**

Attendance

Students who are absent or tardy miss valuable instructional time and are less likely to master those skills, concepts, and principles needed for success. All students arriving after 8:00 a.m. must check in at the main office using the kiosk. Documentation of tardy/absence should be turned in to the front office receptionist. Any student not following directions will be considered skipping and subject to suspension.

State law requires any person who has control or charge of a child between the ages of six and sixteen to enroll and send that child to school, including public, private, or home schooling.

When a student misses 6 days, a parent conference will be required before the student will be given opportunities for make-up work. This conference will be initiated by the attendance clerk.

Absences from school may be excused for student illness; illness or death of an immediate family member (parents, siblings, grandparents, a relative living in the household); mandated by order of another governmental agency (for example, military exams, subpoenaed court appearance); religious holidays; when attendance is impossible or hazardous to student health and safety; one day to register to vote; or when students are visiting with a parent in the active military who is leaving or returning from deployment to combat duty.

Students missing 45 minutes or more of any class will be considered absent from the class.

GUIDELINES

- If it is necessary for the student to be absent from school, a written excuse should be sent to the attendance clerk upon the student's return. If no written excuse is received, the child will have an unexcused absence.

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- Parents will have 5 excuses they can write each semester for an absence to be counted as EXCUSED.
A doctor's note does not count towards the 5 parental excuses.
- Parents have five days to turn in excuses or the absence will remain unexcused. The student's parent should write a note to the school stating the child's first and last names, date(s) and reason for the absence. It is the student's responsibility to turn in their documentation to the main office.
- After five parental excuses have been used, official documentation will be required or the absences will remain unexcused.
- Parents should call the school and notify the attendance clerk if the child is out for more than two days.
- Students are responsible for all missed assignments and must speak to each teacher regarding make-up work policies.
- Students with excessive absences may not be allowed to participate in extracurricular activities.

Morgan County Board of Education Truancy Procedures

(Based on State Board of Education Rule J B: 1 60-5-1-. I O)

3 unexcused days	MCHS will send a letter through the mail
5 unexcused days	MCHS will send a letter through the mail 6 unexcused days Attendance Review Team Meeting

Students under age 16 are referred to School Social Worker.

Tardies

Students are expected **to be in class and on time**. "Frequent Tardiness" is not an acceptable behavior and should be corrected by students.

Tardies for arrival (1st Period)

1st-3rd Offense	Noted in IC
4th Offense	Detention after school
5th Offense	Referral to Administrator and may result in ISS

Note - At the 6th offense, student drivers will have their parking permit suspended for 10 days. If violations continue the parking permits can be revoked indefinitely.

All students arriving between 8:05 a.m. and 8:15 a.m. will be required to check in at the kiosk located outside the auditorium. After 8:15 a.m., any student arriving late to school will be required to check in at the main office kiosk. Any student not following directions will be considered skipping and subject to suspension.

*Missing first period and arriving for second period without checking in at the front office will result in a referral for skipping.

Tardies (2nd-4th Period)

1st-3rd Offense	Noted in IC
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4th Offense

Detention after school (detention will take place once a month)

5th Offense

Referral to Administrator and may result in ISS

If tardy in the main building during 2nd-4th period, go straight to class ASAP. Teachers will mark you tardy in IC. You do not need a tardy slip. If the teacher has concerns regarding why the student was tardy, please contact an Administrator.

Checkouts

Early Checkout/Early Dismissal

Students may leave school early with a parent/guardian or those persons listed on the student information form. Students will not be allowed to check out with other students unless it is a sibling. Adults will be asked for the 4 digit identification number listed in Infinite Campus or will have to provide identification with a picture. If the student is a driver and has been given parental permission to leave, a new checkout system must be completed. The new system is as follows:

Notifying the school of an upcoming absence or early check-out just got easier!

Morgan County Charter Schools is excited to introduce a new, streamlined process for submitting absence requests through the Campus Parent Portal.

Follow these two simple steps:

✓ Step 1: Submit Your Absence Request

Log in to your Campus Parent Portal and navigate to Absence Requests, found on the home screen under Shortcuts. Complete all required fields to notify the school of your child's upcoming absence or early check-out.

✓ Step 2: Submit the Absence Excuse Form After Returning

Once your child returns to school, complete the Absence Excuse Form using the link provided in your status update email.

Alternatively, visit www.morgan.k12.ga.us, select your child's school, and click on Absence Excuse Form from the main menu.

📌 Paper notes may also be submitted directly to the school, if preferred.

This new process helps ensure timely and accurate attendance records, while giving families a more convenient way to communicate with schools.

Questions? Contact your school's front office; we're happy to help!

[New Absence / Check Out](#)

When verification has been completed, Mrs. Gibson or Mrs. Harper will email the student and teacher that they have permission to check out. **Students will not be called from class until the parent/guardian arrives for pick up.**

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If a student becomes ill during the school day, they must notify a school official or nurse immediately. If they need to leave campus, they should report to the school clinic to be evaluated by the school nurse and their parents will be called.

Excessive Early Dismissal

After a student has accumulated six (6) checkouts per semester, a doctor's note is required or the checkout will be unexcused. A student who checks out more than seven (7) times per semester will fall under the guidelines of Absences of Board of Education Truancy.

Attendance Policy for Athletic and Extracurricular Participation

A student must be in attendance for at least a half day in order to participate in a practice/competition/after school activity/game/rehearsals/club events. A student who attends a field trip is not counted as absent.

Exam Exemption

Exam Exemption Opportunity Guidelines

The MCHS Exam Exemption Opportunity is established by the school's leadership committee which is composed of teacher representatives from every department. This committee discussed exam exemptions and have determined the school-wide guidelines that follow.

For the 2025-2026 school year, separate exam exemption opportunities are in place for both the Fall and Spring semesters. For the Fall semester, the exemption opportunity will apply to the exams that will be given in December. The Spring semester exemption opportunity will be for final exams given in May. End of Course and AP exams are not eligible for exemption.

First Semester: August 1 - December 19

Students will know by: December 15

Exam Dates - December 18, Periods 1 & 2 / December 19, Periods 3 & 4

Exams will not be administered earlier than the assigned dates December 18 & 19.

Second Semester - January 7 - May 22

Students will know by: Grade 12 - May 12 / Grades 9-11 May 18

Exam Dates - Grade 12 - May 14 Periods 3 & 4 / May 15 Periods 1 & 2 (seniors will attend 1/2 day)

Grades 9-11: May 21- Periods 1 & 2 / May 22 - Periods 3 & 4

Exams will not be administered earlier than the assigned dates May 21 & 22.

Students may exempt an exam if the following conditions are met for each individual class:

- **No more than 5 absences (excused and/or unexcused)**
- **No more than 3 tardies**
- **No more than 5 unexcused checkouts**
- **No more than 3 Change reports**
- **No ISS or OSS assignments**
- **No Missing Assignments or 0's are recorded in Infinite Campus - for the whole semester**
- **No outstanding debts, fees or materials are owed**

*The limit on absences is in place to help students be mindful of their attendance; however, students should not come to school if they are sick. Students with fever or those not feeling well will be evaluated and sent home at the school nurse's discretion.

Students who are on ***school-sponsored field trips/events*** (e.g. sports, academic, CTAE, competitions, etc.) are counted as present; therefore, these days do not count against exemptions. Absences due to ISS and OSS will count against the exemption opportunity. College visits should be scheduled during school breaks (even Fall Break isn't too early!) as they are considered an absence that will count against the exemption opportunity.

Because the exam exemption is an earned opportunity, not a right, teachers may make the ultimate decision about an exam's "exemption" or a student's eligibility to exempt the exam. If a teacher elects to add additional requirements to the school's criteria, this requirement ***must be stated in their syllabus***.

The teacher will inform students who have qualified for the exemption on designated dates each semester.

Students may not "self-exempt" exams - this is granted by teachers only. Students not eligible for exemption who fail to take the exam will receive a zero for the exam until it has been taken. Students are expected to make an earnest effort on any and all school work and may be required to take or retake an exam if the instructor deems that inadequate effort has been made. Students may choose to take their exams, even if they are eligible to be exempt.

Student Parking

Parking on campus is a privilege. Therefore, certain rules are expected of the student to maintain this privilege. Each student who drives an automobile to school must register the vehicle by purchasing a parking permit. Parking hang tags **MUST be visible and properly displayed on the rearview mirror(number facing out)**. The hang tag **MUST** not be blocked by other items hanging from the mirror.

Upon receiving a parking hang tag, the student assumes full responsibility for knowledge of all school rules (as specified in the Student Handbook and on this form) and realizes that they will forfeit their parking privilege if they fail to obey these rules.

Students are reminded that **ALL** school rules are in effect in the parking area before, during, and after school. **Parking permits may not be sold or loaned to another student. DO NOT ALLOW ANOTHER STUDENT TO DRIVE USING YOUR HANG TAG EVEN IF YOU ARE RIDING WITH THEM.** Replacement cost for a lost hang tag is \$5.00.

THE FOLLOWING RULES MUST BE FOLLOWED IN ORDER TO KEEP YOUR PARKING PASS

1. *If a student drives another vehicle other than the one registered, hang tags should be transferred to the new vehicle.* **Students should see Mrs. Gibson in the front office FIRST THING BEFORE SCHOOL if a temporary parking permit is needed.**
2. Parking is strictly limited to the student parking area. *The Competition Gym, Freshman Academy, Field House areas and numbered parking spots are for teachers only.*

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3. All students must have a valid driver's license and be properly insured. A learner's permit will not be accepted.
 4. Vehicles must occupy only one parking space.
 5. There is to be **no loitering** in the parking lot before, during or after school.
 6. There will be no access to the parking lot during school hours unless authorized by the front office staff or accompanied by an administrator. Work-based learning students may access their vehicles as appropriate for their cooperative education assignments.
 7. Speeding, or any form of reckless driving on school grounds is not tolerated. Students are expected to follow the posted speed limit signs on campus, and adhere to standard patterns of entry and exit in the parking lot.
 8. **Students who give, sell, or trade their parking pass to another student may have their parking permit revoked and will be subject to punishment deemed appropriate by the administration.**
- The school is not responsible for the automobile or its contents.
 - Student vehicles may be subject to search at any time by school administrators or law enforcement officials. Any contraband found in a vehicle parked on campus is the responsibility of the registrant.
 - Parking regulations are strictly enforced. School issued parking tickets, suspension of parking privileges, towing of vehicles and/or suspension from school may occur when violations of these regulations occur.
 - Parking tickets are expected to be paid in full in a timely manner. Parking privileges may be revoked for unpaid tickets.

Drug Screening

Morgan County High School Drug Screen Program - JCABB-R(1) Student Drug Testing For Student Participation in GHSA-Sanctioned Interscholastic Athletics and On-Campus Parking

Morgan County High School believes the use and abuse of drugs not prescribed for medical benefit can be detrimental to the physical, emotional, and mental health of its student athletes and teen drivers. Furthermore, the use and abuse of drugs may seriously interfere with the performance of student drivers and student athletes and greatly increases risks to the individual's health and safety as well as others. Because of these concerns, Morgan County High School has implemented the following drug screening program for those students who hold on-campus parking permits and/or participate in GHSA-sanctioned interscholastic athletics.

GOALS OF THE DRUG SCREENING PROGRAM

- To develop a drug free program that produces student athletes and teen drivers who serve as positive role models and influence their peers to make healthy and responsible choices.
- To prevent drug use by student drivers and student athletes by providing another reason to choose against the use of illegal substances.
- To identify student drivers and student athletes who may be using illegal drugs and provide counseling and treatment referrals to students who test positive for drug use.
- To educate student drivers and student athletes of the dangers and problems associated with drug use and abuse.

PROCEDURES AND DRUG SCREEN INFORMATION

1. Prior to purchasing an on-campus parking permit or participating in a GHSA-sanctioned interscholastic athletic program, students must present to the school administration a signed consent form which authorizes the student to take part in random drug screening supervised by the school and allows the results to be released to parents or guardians, administrative officials, and the head coach of athletic teams on which the student participates. (Note: A signed consent form is a requirement for student drivers holding on-campus parking permits as well as students participating in any GHSA-governed interscholastic activity that requires an annual physical examination. As participation in interscholastic athletics and on-campus parking is a privilege, parents and students may not opt out of the drug screening program.)

2. Drug screens will be administered randomly throughout the school year. Student drivers and student athletes will be chosen through random selection. The outside firm administering drug screens will receive school-issued student identification numbers (not Social Security Numbers) for all student drivers and student athletes. On each test date, the toxicology lab will select numbers randomly. The selected student identification numbers will be provided to school administration, who will match numbers with student names. Substances tested for include but are not limited to: marijuana, amphetamines, barbiturates, cocaine, opiates, and propoxyphene.

Testing will consist of students providing a urine sample to the representative of the firm administering the test. School personnel will coordinate and supervise the process but not administer the test. Drug screens will be conducted in a secure setting that ensures student privacy. Confidentiality of test results will be protected. Specimens will be processed and secured to ensure against tampering. Parents/Guardians of students selected to participate in the drug screen process will be notified after the test has been completed. The outside firm administering the drug screens will report test results to the principal or his/her designee. In case of a positive result, the parent or guardian will be notified.

3. In the event the student believes this policy has not been applied to him/her in a manner consistent with the intent, the parents or guardians may appeal the decision in writing to the principal and schedule a meeting within 72 hours of being notified of a positive test result. The student and parents will be allowed to present any further evidence including but not limited to the delineation of any medication he/she is currently taking that could have caused a positive result. Any further laboratory analysis shall be conducted at the student's expense. Any suspensions shall be on hold until the appeals process is complete. The principal's decision in this matter shall be final.

4. This procedure is intended to supplement the existing policies of the Morgan County Board of Education. This program is not part of the disciplinary code but is relative to student participation in the areas of parking and interscholastic athletics. Administrators will not use test results obtained pursuant to this program for purposes other than consequences affecting participation in interscholastic athletics or on-campus parking privileges as outlined in the subsequent section. All students remain subject to the Morgan County High School Student Code of Conduct and may be subject to established disciplinary procedures if found in possession of or under the influence of illegal drugs or alcohol at school or at school sponsored events.

Morgan County Charter School System Student Athlete/Student Driver Drug Screen Program -
Revised November, 2017

CONSEQUENCES FOR POSITIVE RESULTS

First Positive: A student athlete testing positive a first time will be suspended from competition an equivalent of 10% of the team's regular season contests (excluding scrimmages) beginning with the

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next scheduled game (including playoff game(s) or continuing into the following season). The student athlete may remain a part of the team and will be expected to participate in team practices or conditioning sessions. Student drivers will have on-campus driving privileges suspended for 10% of the school year (18 days). Both consequences shall apply if the student parks on campus and participates in interscholastic athletics. The student must agree to another drug screen, at the family's expense, within a timeframe recommended by the Toxicology Lab. The result of this screen must produce a negative test result.

Second Positive: If a student driver or student athlete tests positive a second time, the student will be suspended from the team and/or have driving privileges revoked beginning at the time of notification. A meeting will be scheduled with the student, parent(s)/guardian(s), principal, head coach (if applicable), and athletic director (if applicable) to arrange the following:

- Participation in a drug treatment and counseling program for a minimum of four weeks.

Parents/Guardians will be expected to participate in the program. Program matriculation costs will be the responsibility of the parent(s)/guardian(s).

- Signing an agreement releasing the Morgan County Board of Education from any liability for injury or illness resulting from drugs and/or treatment.

- Applying for reinstatement to the team after a minimum of four weeks if the following provisions are met:

- (a) a negative drug screen, administered by a medical professional in an approved healthcare setting, is provided to school administration

- (b) an agreement is made to continue with drug counseling

- (c) an agreement is made to be subjected to future unannounced screening on demand and

- (d) the student and parent/guardian understand the application for reinstatement may be denied. The principal, head coach (if applicable), and athletic director (if applicable) will determine reinstatement.

Third Positive: A third positive screen will result in suspension from all interscholastic athletics and/or parking privileges for one calendar year from the date of result. Continued counseling and treatment during the year of suspension is required with random testing at the family's expense. Students must complete the reinstatement process outlined under the consequences of a second positive result before being allowed to participate in interscholastic athletics and/or park on campus.

Additional Note

- A student selected to participate in random drug screening who leaves campus prior to completion of the test or refuses to test will be subject to the consequences of a positive test result.

Academic Honesty

Morgan County High School strives to create a learning environment in which students can pursue a quality education. Our faculty and staff take on the responsibility of providing appropriate instructional experiences, materials, encouragement and the guidance necessary for our students to be successful. Students bear responsibility in this process as well. Students' responsibilities include coming to school prepared to learn, putting forth an honest effort in every class, and exercising academic honesty.

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Academic honesty means that a student's behavior is ethical and their work is their own. Acts of academic dishonesty are serious violations of the trust necessary for a productive educational experience. The following outlines what constitutes a violation of the Academic Honesty Policy, as well as the possible consequences for such violations.

GENERAL PRINCIPLES:

- The honesty policy shall be accessible to students and parents via the student handbook and in an electronic link on the school website.
- It is the students' responsibility to read and understand the academic honesty policy. Not knowing the rules does not excuse dishonest behavior.
- Violations of the honesty policy will be determined by reviewing students' actions alone. A student's thoughts or intent will not be considered. Since it is impossible to know whether a student intended to cheat or not, only a student's actions and behavior can be judged.
- A student guide to writing research papers is available from the media center. All students should refer to this guide when having to cite borrowed material.
- It is a student's ethical obligation to report violations of the Academic Honesty Policy. Students may report violations anonymously.
- An honor pledge for students to sign will be included on the course syllabus and will apply to all coursework and assignments. Teachers may choose to include the pledge on other assignments. The honor pledge is as follows:

"I have not given or received any unauthorized help on this assignment."

CONSEQUENCES FOR VIOLATION OF [ACADEMIC HONESTY POLICY](#):

There are a range of consequences for violating the Academic Honesty Policy; the number of violations will have an influence on which consequences are applied.

- Student is referred to administrator after 1st offense and required to complete an independent training on academic honesty within 10 school days. After successful completion of the tutorial and test, the teacher may allow the student to redo the assignment, with a 70 as the highest grade possible on the assignment.
- Student is entered for a referral on Infinite Campus after 2nd offense; the consequences are listed below:
 - Student will receive a discipline referral for academic dishonesty.
 - Student will have a conference with parent, teacher, and administrator.
 - Student will receive a grade of zero for the assignment.
 - Student will write a 600-700 word paper:
 - Identify a person who has made ill-advised choices and has paid a price for the decision.
 - Research this person and the choices. Write about the decision and how it adversely affected the person. Give the person advice on what he/she could have done differently that would have resulted in more positive outcomes. Be sure you cite sources if you paraphrase, summarize, or quote. Your paper should be 600-750 words.
- Student is entered for a referral on Infinite Campus after 3rd offense; the consequences are listed below:

Student will receive a discipline referral for chronic academic dishonesty.

Community Service (6-10 hours)

Failure to comply with consequences for 1st, 2nd, or 3rd offense will result in IC referral for failure to comply with administrative directive and additional consequences.

August 2024

Right to Know Notification

Guidance for Preparing Notification Required Under ESSA Sec. 1112: Parent's Right to Request a Teacher and a Paraprofessional's Qualifications

In compliance with the requirements of the Every Students Succeeds Act, the Morgan County Charter School System would like to inform you that you may request information about the professional qualifications of your student's teacher(s) and/ or paraprofessional(s).

The following information may be requested:

- Whether the student's teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;
- is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived; and o 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 school principal. (Stacy Chapman, Morgan County Primary School - 706.752.4700) (Linda Smith, Morgan County Elementary School - 706.752 4750) (Hillary Meeler, Morgan County Middle School - 706.752.4800) (Melanie Sigler, Morgan County High School - 706.752.4900) You may also contact Susan Tolbert, Assistant Superintendent for Teaching and Learning at 706.752.4623 or susan.tolbert@morgan.k12.ga.us

Disseminated July 22, 2021

In accordance with Every Student Succeeds Act of 2015, all LEAs are required to notify parents at the beginning of each school year of their 'Right to Know' the professional qualifications of the student's classroom teachers and paraprofessionals.

Requirements for Content of the Notification

- LEAs' notifications **MUST** use the language of the law.

In compliance with the requirements of the Every Student Succeeds Act, parents may request the following information:

1. Whether the student's teacher—

o has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;

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o is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived; and

o is teaching in the field of discipline of the certification of the teacher.

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

- In Georgia, notifications must occur within 30 calendar days from the start of school or upon enrollment.
 - o For verification purposes, notifications must contain the month/year of dissemination or, if included in another document, the primary document must contain a date. Or, if the primary document is undated, records may also include supplemental documentation that contains the month/year of notification dissemination.
 - o For verification purposes, the name of the LEA and/ or school must be included.
- In Georgia, LEAs are required to notify parents in all LEA schools or programs.
- Responses to requests must be provided in a timely manner.
- Maintain records of annual notifications that meet the above requirements.

Best Practices for the Notification

ESSA does not prescribe the exact method of dissemination for notifications. In Georgia, the following are considered best practices when notifying parents.

- Develop written procedures for compliance which include a timeline and person, by position, responsible for verifying notification content, verifying dissemination of notification, and maintaining notification documentation.
- Notify parents in multiple formats in order to ensure that all parents have the opportunity to receive the information. This may include, but is not limited to an LEA or school handbook, a letter mailed home, inclusion in a newsletter or brochure, posting on a website, and/or a school-wide email.
- Notify parents, to the extent practicable, in a language that they may understand.
- Ensure the notification includes a point of contact by position, the school/program or LEA name.

**This document is for information only. The information is subject to change based on changes in policy and processes at the school, district, and State level.*

Right to Know Professional Qualifications of Teachers and Paraprofessionals Morgan County High School: A Georgia College and Career Academy

August 2025

Dear Parents,

In compliance with the requirements of the Every Students Succeeds Act, the **Morgan County High School: A Georgia College and Career Academy** 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—
 - o has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;
 - o is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived; and
 - o 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 Chief Academic Officer, Derek M. Hon at 706-752-4800.

Sincerely,

Derek M. Hon

Derek M. Hon

Assistant Principal, Morgan County High School: A Georgia College and Career Academy

Right to Know Notification

Water Safety Information

During the 2023 Legislative session, the state legislature passed the Edna Mae McGovern Act, which requires local school systems to provide information on age-appropriate water safety education courses and swimming lessons.

To comply with this legislation, the school system will provide this information electronically by directing parents and guardians to the local recreation department's aquatics website.

<https://morgancountyga.gov/470/Aquatics>