

JACKSON COUNTY HIGH SCHOOL HOME OF THE PANTHERS

2025-2026

LOCAL STUDENT HANDBOOK

CLICK HERE TO VIEW THE JCSS SECONDARY HANDBOOK

**152 Jaxco Junction
Hoschton, GA 30548**

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<https://JCHS.jacksonschools.ga.org/>

www.jcpantherathletics.com

Main Office

Athletic Dir.

Attendance

Bookkeeper

Counseling

Media Center

(706) 367-5003

(706) 367-5003 Ext. 13021

(706) 367-5003 Ext. 13041

(706) 367-5003 Ext. 13101

(706) 367-5003 Ext. 13012

(706) 367-5003 Ext. 13300



Jackson County School System Important Dates

Pre-Planning:	July 24-July 30
First Day of School:	July 31
Labor Day Holiday:	September 1
Fall Break:	October 9-14
Thanksgiving Holiday:	November 24-28
Winter Holiday:	December 18-January 2
Students Return:	January 5
Martin Luther King, Jr. Holiday:	January 19
Student/Teacher Holiday:	February 16
Student Holiday:	March 13
Spring Break:	April 6-10
Graduation	TBD
Last Day for Students:	May 20
Post-Planning:	May 21-22

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INFORMATION GUIDE FOR STUDENTS (GO TO LIST)

Should you need assistance with any of the following areas, you may contact the person/office listed below:

Item	Contact	Wing/Location
Academic Advisement	School Counselors	Main Office
ADAP Cards	Mrs. Armendariz	Main Office
Announcements	Front Office	Main Office
Approval for school activity	Mr. Hayes	Main Office
Athletic Information	Mr. Hayes	Main Office
Attendance Information	Mrs. Nash	Main Office
Bus Route Information	Mr. Lesniak/Counselor	Lower A
Certificates of Attendance	Mrs. Armendariz	Main Office
Check In/Check Out	Front Office	Main Office
Chorus	Mrs. Green	FineArts
Discipline Information	Mr. Lesniak	Lower A
Extracurricular Eligibility	Mr. Hayes	Front Office
Fine Arts/Band	Mrs. Bong	Fine Arts
Graduation Requirements	School Counselors	Main Office
Instruction/Curriculum	Mrs. Stratemeyer	Front Office
Library Learning Commons	Mrs. Weldon	LLC
Lost and Found	Front Office	Main Office
Parking Information	Mrs. Armendariz	Main Office
Reduced/Free Lunch Info	Cafeteria Manager	Cafe
Schedule Questions	Mrs. Stratemeyer	Main Office
Student Government	Ms. Lord	Upper C
Tardies	Front Office	Main Office
Transcript Requests	School Counselors	Main Office
Withdrawal Procedures	School Counselors	Main Office
Work Permits	Mrs. Armendariz	Main Office
Yearbook	Ms. Pitman	Lower B



JCHS BELL SCHEDULE 2025-2026



JCHS		TRAVEL	EMPOWER	
7:54	WARNING BELL	JCHS To Empower 7:40-7:50	8:05	WARNING BELL
8:00-9:25	1ST BLOCK (85 MIN)		8:10-9:25	1ST BLOCK (75 MIN)
9:31-10:56	2ND BLOCK (85 MIN)		9:30-10:45	2ND BLOCK (75 MIN)
11:02-11:35	3RD BLOCK ADVISEMENT (33 MIN)	Empower TO JCHS 10:50-11:15 JCHS TO Empower 11:01-11:20	10:45-11:10 11:20 11:10-11:25	All Day Students 10:45-11:10 Study Hall/ Tutoring Warning Bell Arriving students report to 3rd period.
11:35-1:34	3RD BLOCK (90 MIN) Lunch (25 mins) A-11:35-12:05 B-12:05-12:35 C-12:35-1:05 D-1:05-1:35	Empower Advisement weekly during 3rd period for 20-25 minutes	11:25-1:10 1st lunch D & E Halls Gym Automotive 2nd Lunch D & E Halls	3RD BLOCK (80 MIN) 1st Lunch Lunch 11:25-11:50 Class 11:55-1:10 2nd Lunch Class 11:25-12:45 Lunch 12:50-1:10
1:40-3:05	4TH BLOCK (85 MIN)	Empower to JCHS 2:45-3:05	1:15-2:35 2:40 - 3:05 Empower Advisement Weekly during 4th period for 15-20 minutes	4TH BLOCK (80 MIN)

JCHS STUDENT HANDBOOK

This handbook is intended to inform students and parents/legal guardians of district policies and school procedures. Students and parents/legal guardians should become familiar with its contents, review it often, and if necessary, contact the school for clarification.

***Since this handbook cannot cover every possible circumstance, the administrative team reserves the right to change and/or adapt policies and procedures that are in the best interest of the safety and education of students.**

GENERAL INFORMATION

ATTENDANCE

Students are required to attend all classes unless they are participating in a school-authorized activity. Students are expected to arrive at school and for all classes punctually. During the school day, students are required to follow all school policies, attend assigned classes and lunch periods, and follow instructions of administrators, teachers, and staff. For additional information concerning attendance, refer to the **SCHOOL ATTENDANCE** section of this handbook.

BULLETIN BOARDS

All requests for electronic and hard copy announcements must be approved by Mrs. Jill Weldon, Media Specialist.

BUSES

School buses are provided by the taxpayers of Jackson County for transporting students to and from school and to and from school events. Students are expected to behave in a mature and courteous manner while riding the school bus. Riding the bus is a privilege. Violation of rules or failure to cooperate with the bus driver will result in disciplinary action and suspension of bus privileges. ([JCSS Student Bus Safety Guidelines and Procedures](#)). System policy requires students to ride the bus that picks them up and drops them off at their primary or secondary address listed with the school. Students wishing to be dropped off at their secondary address must receive advance approval from administration. For any problems concerning transportation call Duane Peterson, Transportation Department (706) 367-3986.

CAFETERIA

JCSS provides a well-planned, nutritious, and delicious breakfast and lunch to all.

- [JCSS School Nutrition Program Information](#)
- Each student will be assigned a student number at the beginning of the school year that will allow lunchroom personnel to key payment to the proper account and identify students as they go through the line. The student may pay for lunch by the day, week, month, or longer.
- Students are expected to prepay on their accounts or to bring money for breakfast and lunch. Students are only allowed to charge one breakfast and one lunch at JCHS. Students are expected to prepay on their accounts or to bring money for lunch.
- Applications for free or reduced lunches are available at any time during the school year from the cafeteria. To apply for free and reduced meals, parents/legal guardians can log into Link Connect, or by clicking [HERE](#). Paper applications are also available in the Front Office. The paper application should be completed by Parents/legal guardians and returned to the food service manager to see if the family qualifies. Free and reduced lunches cannot be received and/or consumed by anyone other than the individual to whom the free/reduced lunch was designated. Improper use of free and/or reduced lunch will be considered theft.
- All vending machines are available before school, during class change, and after school only. The use of vending machines at any other time during the school day must be approved by a teacher/administrator. Students are expected to utilize the vending machines/restrooms on their immediate hallway.
- All paper and trash will be removed from tables and areas around tables before leaving the cafeteria. Good manners and cleanliness are expected in the cafeteria at all times.
- During lunch, students are only allowed in the cafeteria, or other approved areas.
- **Federal lunch program prohibits delivery of any outside, commercially prepared food (fast foods) during the school day.**

CARE OF SCHOOL PROPERTY

Cooperation is needed to maintain and continue to improve the appearance of the school. School pride should be reflected in the care and use of school property and facilities. Any student responsible for damaging school property will pay for damages. Damage includes, but is not limited to, loss, breakage, theft, and defacement of books, furniture, walls, lockers, or school structures. Vandalism of school property may result in expulsion from school.

COMMUNICATION WITH SCHOOL ([JCSS Link](#))

It is essential that the home and the school make every effort to communicate openly and frequently. Infinite Campus postings, ParentSquare messages, email messages, telephone calls, etc., keep parents/legal guardians informed and maximize our chances to address student needs for success. It is of equal importance that parents/legal guardians keep teachers informed of any developments which might influence a student's performance at school. If, as parents/legal guardians, you have questions or concerns please do not hesitate to contact us by telephone 706-367-5003 or visit us [JCHS Website](#). We welcome your involvement, and the information shared enables us to better meet the needs of the students.

DETENTION

Students may be assigned lunch detention at the discretion of administration as a consequence for minor behavior infractions.

DRIVING LAWS

In order to obtain any driver's license, a student must have a Certificate of School Enrollment Form. A student seeking the operator's license (age 16), must also have proof of passing the Alcohol and Drug Program (ADAP). Students must sign up for those items using the form for the [Certificate of Enrollment Requests](#). All requests require a day notice. For example, if a student signs up for an attendance certificate on Tuesday, the certificate will be available the next day after 1PM in the front office at JCHS. There are NO exceptions to this procedure for any reason whatsoever. If a student makes an appointment with the driver's license office and has not signed up for his/her certificate of attendance before the appointment, he/she will have to reschedule his/her appointment.

Requirements to receive a driver's license certificate of attendance and discipline:

- Attendance: If a student under 18 drops out of school he/she cannot receive the certificate. If a student has a license already, the license will be suspended.
- Discipline: If the student is suspended from school for any of the following offenses, the student cannot receive a certificate of attendance, or, if the student already has a license, the license will be suspended:
 - o Threatening, striking or causing bodily harm to a teacher or other school personnel.
 - o Possession or use of a weapon on school grounds or activities.
 - o Any sexual offense prohibited under Chapter 6 of Title 16, which includes sexual harassment.
 - o Causing substantial physical or visible bodily harm to or disfiguring another person, including another student.
 - o Possession or sale of drugs or alcohol on school property.

DRUGS/ALCOHOL ([JCSS Link](#)) ([JCSS Discipline Information](#))

Student use of and/or possession of illicit drugs or alcohol is harmful and illegal. Violations of the drug/alcohol policy for students can result in serious disciplinary consequences, up to and including expulsion and referral to legal authorities for prosecution.

Jackson County High School is designated as a Drug Free School Zone. Violators will be prosecuted to the full extent of the law.

ELECTRONIC DEVICES / CELL PHONES

Electronic devices and cell phones may only be used before school, during class changes, during lunch, and after school. At all other times during the instructional day, electronic devices and cell phones must be turned off and out of sight. In addition, earbuds/Air pods, headphones, or other listening devices are not permitted to be worn during class time. **Jackson County High School is not responsible for theft or damage to student-owned devices (cell phones, tablets, etc.).**

Infraction	Suggested Consequence
1st Offense	Referral & Administrative Warning w/ Phone Call Home
2nd Offense	Referral & 1 day of Lunch Detention
3rd Offense	Referral & Phone Collection (ADMIN)
4th Offense	Referral & 1 day of ISS

EMERGENCIES

In an emergency requiring treatment for a student, every effort will be made to contact a parent/legal guardian immediately. In the event of a life-threatening situation, 911 will be called. Doctors and hospitals are very conscious of liability suits and will not treat a child without parental/legal guardian consent. The Jackson County School System assumes no financial responsibility for actions taken to preserve/protect the health and well-being of students.

END OF SCHOOL DAY

Students may remain after school for supervised activities **only**. All other students are expected to leave the campus immediately at the end of the regular school day. Students remaining after school are expected to comply with school policy and immediately report to and remain with their supervising staff member for the sport/activity in which they are involved. Students are expected to comply with the following:

- Bus riders only report to the "Bus Loading Zone." If students are not riding a bus, they should **not** enter the "Bus Loading Zone."
- Student drivers only report directly to the "Student Parking Lot" and depart the campus promptly.
- Students being picked up report directly to the "Pick up Zone" in front of the building near the cafeteria. The "Pick up Zone" is designated as the sidewalk immediately in front of the cafeteria. Students are to enter automobiles from this area only.
- Only students under the direct supervision of a teacher, coach, or adult are allowed to remain on the school campus after school.

FIGHTING ([JCSS Student Code of Conduct](#)) ([JCSS Discipline Information](#))

In order to maintain a safe and secure environment, anyone who is involved in a physical fight, regardless of who "started" the , is subject to suspension; offenders are subject to being placed in the Alternative School. Fighting will be considered a disruption of a public school, and charges may be pressed accordingly.

FIRE DRILLS-WEATHER WARNINGS

Students will evacuate the building in the case of a previously mentioned fire drill. A route is posted in each classroom, and students should move directly, orderly, and quickly to designated areas. Each group shall be assembled so the teacher may check the roll and must then stay with the teacher during the duration of the drill. Students in the restrooms or any place other than his or her assigned room should report immediately to his or her group for accountability.

FIRST AID OR MEDICAL ATTENTION

Students requiring first aid or medical attention should report to the nurse clinic in the front office.

FOOD AND DRINKS

Purchases of snacks and drinks can be made before or after school, and during class changes. **No outside food or drinks may be delivered to the school via parent/legal guardian or delivery service. Students who bring large quantity items intended for sharing will be asked to leave the items in the front office until the end of the day.**

GANG/GANG-RELATED ACTIVITY ([JCSS Student Code of Conduct](#)) ([JCSS Discipline Information](#))

Jackson County High School has a zero tolerance policy to any gang or gang-related activity. This includes all school functions of which JCHS is a part. The following is strictly prohibited and will not be tolerated:

- Any act of violence that might be determined as gang-related
- Any intimidating behavior that might be considered gang-related.
- "Flashing gang signs" – hand signals, etc.
- Possession of any gang writing on notebooks, book bags, articles of clothing, gang handbooks, etc.
- Wearing of any apparel perceived to be gang related. This includes bandanas, gang colors of any kind, or other symbolic clothing, paraphernalia, or gestures.
- Any effort to recruit gang members is strictly prohibited.
- Violation of the above rules may result in suspension out of school up to 10 days and referral to a Disciplinary Tribunal for possible long-term suspension.

GRADUATION MARCHING STATUS

Seniors must be in good standing in regards to their discipline history and must have completed all graduation requirements for a diploma in order to march and participate in the graduation ceremony. All student and graduation fees must be paid in full before graduation in order for students to practice and walk at graduation.

HALL PASSES (Classroom)

Students are not permitted to leave the classroom without permission from their assigned teacher. Students needing to leave their assigned classroom during class must secure a hall pass from their teacher and sign out.

HALL PASSES (Administrative/Counselors)

From time to time when students are called / sent to the office, it may be necessary for students to spend extended periods of time with counselors, administration or staff members. When this occurs, the office, administrator or staff member will issue a separate pass indicating the time the student arrived and departed the office.

HALL PASSES (Special)

Certain classes such as Peer Leadership, Yearbook, etc. will issue a standard hall pass allowing individual students to carry out specific responsibilities outside the classroom during class time.

HONOR GRADUATES

Honor graduates must meet all graduation requirements and must have earned at least a weighted 90.0 (not rounded up) cumulative grade point average at the end of the first semester of their senior year.

ILLNESS

Students who become ill during the school day and wish to leave school must secure a pass from a teacher, and then report to the clinic where a parent/legal guardian will be contacted. No other arrangements are allowed without administrative approval.

LEAVING SCHOOL CAMPUS

Once a student arrives at school, he or she is not to leave the school campus unless officially dismissed. A student is officially dismissed only when a parent/legal guardian officially checks the student out of school or special permission has been received from an administrator. **Students are not allowed in the parking lot during the school day unless they are granted administrative permission or escorted by an administrator.**

LOST AND FOUND

Lost & Found is located in the front office.

LUNCH EXPECTATIONS

Dining in the Panther Café is a privilege. To enhance the dining experience of the staff and students, the following etiquette must be followed:

- No cutting in line.
- Leave the lunchroom better than you found it; clean the tables and pick up trash around your area.
- Do not stand or walk on seats.
- Do not sit on table tops.
- Do not throw objects, including food.
- Do not make loud noises.

Library Learning Commons

The Media program is a vital part of the overall school program. The Library Learning Commons staff are ready and willing to assist students in selecting and utilizing information resources. The Library Learning Commons exists to enrich student learning activities and experiences.

Assistance in research and project development, training and collaborative instruction in support of the curricula and educational goals of JCHS and personal interests of patrons is provided by media staff. The staff works to assist, guide, and inspire students to become critical and creative thinkers who are effective users of information technologies and to develop the necessary skills for college and career readiness, as well as, a life of continuous learning.

The Library Learning Commons hours are from 8:00 a.m. until 3:00 p.m.; extended hours can be pre-arranged with the media resource specialist on an as needed basis.

The following policies should be observed in the LLC:

- Students must have a pass from a teacher if they are going to the media center.
- Students must sign in and out unless escorted by a teacher.
- Books may be checked out for a period of two weeks.
- Specified resources may be checked out overnight.
- Materials may be renewed unless reserved.
- Students must pay for lost or damaged materials. All media center charges must be cleared

before a report card will be issued or before records are sent to another school.

MEDICATION (Prescription/Non-Prescription)

Medication time schedules should be set so that, when possible, medicine is taken at home rather than at school. However, if medication must be taken at school, the following procedures apply:

1. **Medical Authorization Form**– The parent/legal guardian must complete the form, “Authorization to Give Medication at School.” This form needs to be completed for prescription and non- prescription medication. This form will only be good for the current school year.
2. The Jackson County School System will not offer **over-the-counter medications** to students. Medications including Ibuprofen, Tylenol, Pepto Bismol, Tums and Benadryl will not be offered. If your student(s) will require these medications during school hours, the medication must be brought to the school and registered into the clinic by a parent/legal guardian. No medications should be kept in a student’s possession while at school without a physician’s approval and note.
3. According to state law, prescription medications must be labeled with the child’s name and will only be given as directed on the bottle. No exceptions. If there are changes to the dosage then we must receive a new bottle reflecting the new medication dosage. No changes will be made until a new prescription bottle has been received.
4. Medication should be brought to the clinic by a parent/legal guardian. **Students should not bring the medicine to school.**
5. At the designated time, the student will go to the clinic to take the medication. Assistance/supervision will be given in accordance with the instructions on the authorization form.
6. Unused medication should be retrieved from the clinic when discontinued or before the end of the last day of school; otherwise the school will dispose of the medication. Prescription and/or nonprescription, no exceptions.

Students not following this procedure may be subject to severe disciplinary action, including tribunal or expulsion.

OBLIGATIONS

All student obligations shall be cleared before the end of the semester they are incurred. Obligations could include, but are not limited to, a textbook not returned, library materials not returned, fees not paid, uniforms not returned, etc.

OUTSIDE GROUPS/VISITORS

All groups and/or organizations on campus for the purpose of visiting with students will be assigned to a table in the cafeteria during lunch. The representative(s) must remain at the table/area designated by administration during the time of visitation, and will be prohibited from solicitation. Students who voluntarily desire to speak and/or meet with the visitor will have the opportunity to do so.

PARKING REGULATIONS

The operation and parking of a vehicle on the Jackson County High School campus is a privilege granted by the school and can be taken away if abused. All students are expected to observe all traffic and parking regulations. The school reserves the right to suspend and/or revoke the campus parking privileges of any student who violates parking rules and regulations, is not in good standing at the school, or does not meet attendance requirements.

- Failure to follow parking regulations will result in disciplinary action.
- Students may only park on the school campus with a valid parking permit. Permits are \$70.00, and are non transferable and non refundable. Replacement and additional parking passes are \$5.00.
- The registrant of a motor vehicle is responsible for its proper use, its contents and operation of the vehicle.
- Students are to park only in the student parking lot.
- The school assumes no responsibility for stolen items, and/or any damage or loss to motor vehicles driven or parked on campus.
- Students may not visit the parking lot or their cars during the school day without administrative permission.
- Obscene decals, signs, license plates, etc., will NOT be tolerated and must be removed before parking on campus.
- Students are not to play their car stereos loud enough to be heard outside the automobile. Profane or vulgar song lyrics may be considered a discipline infraction and will not be tolerated.
- The speed limit on campus is 10 M.P.H.
- Students are to exit their cars and enter the building immediately upon arrival at school.
- Students are not to loiter in the parking lot after the dismissal of school. The parking lot should be cleared within fifteen minutes of the dismissal bell.
- Unexcused absences may result in parking privileges being revoked.
- Illegal parking is a discipline infraction, which may result in disciplinary action. Repeated

violations may result in the towing of the vehicle at the operator's expense.

- Any students found on campus when they are not scheduled to be so will be subject to disciplinary action and considered to be trespassing.

PEP RALLIES AND ASSEMBLIES

Pep rallies and/or student assemblies may be scheduled by the administration during the school year as needed.

PRIVATE PROPERTY

Students are warned and advised not to bring valuables and expensive personal belongings to school. Any amount of money, jewelry, cell phones, iPods, electronic devices, etc. are at risk for being lost or stolen. Dressing rooms, lockers, parking lots and classrooms are not safe places to leave valuables. During Physical Education classes, valuables may be given to the teacher for safekeeping. Stolen items will be reported to and handled by the SRO who will investigate as time permits.

PROM & HOMECOMING

- Acceptable dress clothes and shoes are required. No jeans or t-shirts of any color or type may be worn.
- If a student wishes to bring a student from another high school, JCHS must receive a guest application from the other student's high school, as well as prior approval from a member of the JCHS administrative team. This guest application must be submitted by the advertised due date.

RESTROOMS

Restrooms should be used by students during class changes as needed. Students will be allowed use of restroom facilities during instructional times at the discretion of the teacher only with a hall pass. During class, students are required to use only the restroom located on the hall in which their class is located.

***Students who are found in the same stall in the restroom (whether or not the door is open/closed) will be subject to search by JCHS administration based on reasonable suspicion, in addition to receiving a behavior consequence.**

SCHOOL CLOSINGS

In the event of inclement weather, please refer to local media outlets, check the county website <https://www.jacksonschoolsqa.org/>, and monitor the school's social media feeds. The school may also use ParentSquared/Infinite Campus messaging systems if possible.

SCHOOL DELIVERIES

Parents/legal guardians are discouraged from bringing items such as lunches, gym bags, and books to school to be delivered to students. Celebratory deliveries, such as Valentine's Day or Birthday's are also not permitted. Interruption of class to deliver these items interferes with instruction. **The school office will not accept delivery of fast food lunches to students.**

SCHOOL INSURANCE

Please be aware of the [student accident coverage](#) available for families. It provides coverage for accidental injuries occurring while at school, when school is in session, and while participating in school-sponsored and supervised activities. Coverage includes all school-sponsored athletics except High School Football.

SCHOOL SAFETY SEARCHES

Administration has the authority to perform a search anytime there is reasonable suspicion of an unauthorized item (weapon, drugs, etc.).

SKATEBOARDS, ROLLERBLADES, HEELYS, SCOOTERS

Students are not permitted to have or wear these items on campus. If any of these items are brought to school, the items will be kept in the front office until the end of the day. Students who continue to violate this policy will be subject to disciplinary action.

STUDENT DROP OFF/PICK UP

Students should be dropped off in the morning and picked up in the afternoon in front of the school, **not in the student parking lot**, band loop, or the teacher parking lot (bus loading zone).

STUDENT FUNDRAISING

The Athletic Director, Mr. Brad Hayes, must approve school fundraising projects. Students should not buy or sell private property while at school or while at a school sponsored activity.

SUSPENDED STUDENTS (OSS)

Students who have been suspended out of school are not permitted to enter the school campus, attend school functions, practices, or activities.

TECHNOLOGY USE

At Jackson County High School technology is an important instructional resource. The use of its devices/network is a privilege, not a right. Failure to follow the guidelines below will result in disciplinary action, which may include denied internet use and/or access to school computers.

- Compromise Network Security
 - Use another person's password.
 - Use another person's files, system, or data.
 - Use computer programs to decode passwords to access controlled information.
 - Attempt to circumvent or subvert system security measures.
 - Engage in any activity that might be harmful to systems or to any information stored on the systems, such as creating viruses, damaging files, or disrupting services.
 - Make or use illegal copies of copyrighted software, store such copies on the school's system, or send them over the network.
 - Use electronic media to harass others.
 - Waste computing resources.
 - Violate the regulations of the Jackson County School System regarding Internet use.
- Access, send, or post materials or communications that are:
 - Damaging to another's reputation
 - Abusive
 - Obscene
 - Sexually Oriented
 - Threatening
 - Contrary to the district's policy on harassment (GAEB)
 - Illegal
- **Students may not use electric devices to make pictures/videos of other people without their knowledge and permission. Students who violate this rule will be subject to disciplinary action.**

TELEPHONE USAGE

School Telephone: Students are not allowed to use the office telephones without administrative permission.

Please also see the cell phone procedures for expectations regarding personal devices on school campus.

TOBACCO/VAPING ([Drug and Alcohol Program](#))

Any student possessing/using/transmitting tobacco, e-cigarettes and vape devices and/or paraphernalia are subject to out of school suspension. Students will be presumed to be smoking when they are in a restroom stall with a cigarette/vape (or with another student with a cigarette/vape), in a stall with smoke coming from it.

- **1st Offense:** One day OSS, and one day of ISS
- **2nd Offense:** Two days OSS, and one day of ISS
- **3rd Offense:** Five days OSS and option to attend CLFC in lieu of attending a hearing

***Any student found smoking/vaping with any substance that is illegal will face consequences up to and including out of school suspension and/or expulsion.**

***Students who are found in the same stall in the restroom (whether or not the door is open/closed) will be subject to search by JCHS administration based on reasonable suspicion, in addition to receiving a behavior consequence.**

VALEDICTORIAN/SALUTATORIAN

The Valedictorian and Salutatorian must be honor graduates and must be the students who have the highest numerical average and second highest numerical average respectively earned after the first semester of the senior year. To be eligible for Valedictorian and Salutatorian status, a student must be enrolled at a Jackson County high school for a minimum of four full semesters. Within those, the student must have been enrolled and attended classes on a Jackson County high school campus full time for a minimum of two full semesters, and be enrolled at a Jackson County high school for the full two semesters of his/her senior year. Students must also have successfully completed at least three academic core units of Honors, AP, Dual Enrollment (see page 26 for grading information) and/or IB coursework.

VISITORS

Parents/legal guardians are encouraged to visit the school to discuss student progress with the teachers, counselors, and administration. However, so we may best serve parents/legal guardians in a timely manner, please call ahead to schedule appointments. Conferences with classroom teachers will

not be scheduled during hours when the teacher has a teaching assignment. Former students are welcome on campus only if they have an appointment to see a teacher or administrator.

In order to ensure a smooth running and safe school, please be aware of the following:

- All visitors must report to the main office for a Visitor's Pass.
- JCHS is a closed campus. Student guests are not allowed unless they are a part of a pre-arranged exchange program with another school.
- Passes for visitors will not be issued during final examinations or other testing times. An administrator may refuse to issue a visitor's pass anytime if it is not in the best interest of the school to do so.
- School procedure is to accept only visitors with legitimate reasons.

WEAPONS ([JCSS Student Code of Conduct](#)) ([JCSS Discipline Information](#))

Any student who chooses to bring a weapon on the school campus, to school sponsored activities, or on a school bus, will be suspended out of school and may be placed in the alternative school to complete their education. Legal authorities will be notified.

WORK PERMITS

A work permit may be obtained in the front office. When all paperwork has been completed, the work permit and a driver license or birth certificate must be taken to the principal's secretary in the front office.

ACADEMICS AND INSTRUCTION

ACADEMIC INTEGRITY

Cheating/plagiarism is a serious offense and should be treated as such. Cheating on minor assignments will be handled within the classroom. Parents/legal guardians will be notified for cheating on summative/major assignments. Students who cheat will receive a non-grade related consequence and be allowed to redo the assignment in a different form if necessary. Students will earn a grade based on the replacement assignment. Grades will reflect knowledge of standards.

Certain cheating violations, such as cheating on standardized tests, photographing testing materials, or encouraging others to cheat may result in escalated consequences. Repeated offenses will result in escalating consequences.

Students need to be aware that there are intentional and technical forms of cheating. Examples of intentional cheating include, but are not limited to:

1. Copying another student's work, or allowing another student to copy an assignment or answer.
2. Using electronic devices to access answers to a test, quiz, or another assignment without the teacher's permission to access answers in such a manner.
3. Unauthorized transmitting or receiving of information / outside assistance during a test, quiz, or other assignment without the permission of the teacher.
4. Buying or using any sort of paper, project, or assignment from another person or company and representing it as one's own work.
5. Turning in someone else's work as one's own with or without that person's knowledge.
6. Sharing questions from an assessment (quiz, test, etc.) with other students without the permission of the teacher.

There are also technical forms of cheating, or plagiarism, that students must avoid. Examples of this kind of cheating include, but are not limited to:

7. Copying statements from a source and using them without proper use of quotation marks and citations.
8. Paraphrasing information from a source without properly citing the source material.
9. While there are many Artificial Intelligence (AI) technologies and programs available, **it is still an expectation that students produce original work that demonstrates their learning and mastery of the content.** Artificial intelligence is not meant as a replacement for student produced work or critical thinking. AI based technologies, when used correctly, can provide students with resources to strengthen

their efforts on assignments, but should be used responsibly and ethically.

ACADEMIC LETTERS

The Academic Letter is a symbol of academic excellence. Its purpose is to reward students who work hard and give their best effort in academics, which results in high levels of academic achievement. Students at JCHS have opportunities to earn Academic Letters throughout their high school careers by meeting the criteria outlined below. Letters will be awarded in the spring semester each year.

To earn an initial Academic Letter:

1. A student must be enrolled in a full academic schedule of classes for the previous three consecutive semesters.
2. A student must maintain a minimum cumulative weighted average of 93 in all academic courses (there will be no rounding of numbers to the next highest number in order to achieve eligibility for this academic recognition). For the purpose of this award, academic courses are considered to be any courses taken in the Language Arts, Math, Modern Languages, Science, and Social Studies departments. Transfer grades earned from other institutions are not factored into a student's eligibility status for the Academic Letter award.
3. A student must have no suspensions, no more than 2 minor discipline referrals and no excessive absences (as determined by the school administration) during the three previous consecutive semesters.
4. A student must have no discipline violations involving academic dishonesty.
5. A student must be on track to graduate with his/her class.
6. A student may not have an incomplete grade in any course.

Once students have earned initial Academic Letters, those maintaining the requirements for the Academic Letter in successive semesters may receive pins to place on their letters. Students who already have a letter from another achievement at the time they initially earn an Academic Letter may receive a pin.

Students receiving letters will be allowed to purchase a letterman's jacket at their own expense.

GRADING SCALE

The grading scale for JCHS is as follows:

90-100 = A
80 - 89 = B
70-79 = C
69-Below = Failing

HOMEWORK

Homework is defined as any required study assigned for completion after regular class time. It is the practice of Jackson County High School to assign homework as a valuable tool that:

- Reinforces classroom instruction.
- Prepares students for upcoming topics.
- Helps students develop self-discipline, organizational skills, and/or time-management skills.
- Aids in evaluating student progress.

LATE WORK PROCEDURE. [JCSS Late Work](#)

- An assignment that is late will be marked as "Missing" until one week after the next summative assessment, at which time, if the assignment has not been turned in, the student will receive a "0" for the assignment.
- Teachers will contact parents/legal guardians to make them aware when summative assignments are not turned in on time or when a pattern of missing formative assignments occurs.

GRADE REPORTING

Grade reporting will occur at the end of 4.5 weeks, 9 weeks, 13.5 weeks, 18 weeks (per semester). Grades are viewable in [Infinite Campus](#).

FINAL EXAMS

The final exam schedule will be posted on the school website. Please avoid scheduling appointments or trips during this time. Students are not allowed to take final exams early. There will be no checkouts on final exam days.

EXAM EXEMPTION

Students may be exempt from final exams based on their academic performance and attendance.

Eligibility Criteria

- **A Average:** Students with a **weighted A average** (not rounded up) and **4 or fewer absences** in the course as of the last day of instruction are eligible.
- **B Average:** Students with a **weighted B average** (not rounded up) and **2 or fewer absences** in the course as of the last day of instruction are eligible.
- **Note: School-sponsored absences** do not count toward the total.

Important Notes

- This exemption applies to **final exams only**. It does **not** apply to:
 - **End of Course (EOC) exams**
 - **End of Pathway Assessments (EOPA)**
 - **Other mandated assessments**
- **EOC scores count as 10%** of the student's final course grade. Therefore, the final average may be lower than what was reflected at the time exemption status was determined.
- **HOPE GPA** is calculated using **unweighted grades**.

Notification and Opt-In Policy

- Teachers will notify students and their parents/guardians of exemption status.
- Students who qualify for an exemption **may still choose to take the final exam** with parent/guardian permission.
- If a student opts to take the exam, the score **will count** toward the final course average.
- Students choosing to opt in must notify their teacher in advance.

ACADEMIC INFORMATION

GIFTED EDUCATION

To be eligible for gifted education, students must meet criteria established by the Georgia Department of Education in the areas of mental ability (intelligence), academic achievement, creativity, and motivation. It is the belief of the Jackson County Schools that some students show potential for performing at exceptionally high levels compared to others of their age, experience, or environment. Such gifted students exist within all ethnic, geographic, and socio-economic groups and need differentiated instruction to achieve at levels commensurate with their abilities. The school system is committed to meeting the special needs of these students by providing an array of service options and educational opportunities. Teachers, counselors, administrators, parents and legal guardians, peers, self, or other individuals with knowledge of a student's abilities may refer students. For additional information regarding gifted education services, contact your child's classroom teacher or school counselor.

HOMEBOUND AND HOSPITAL HOMEBOUND

If a student should need to be absent from school for more than 10 consecutive school days or intermittent periods of time because of serious illness or an accident, arrangements may be made to provide instruction at home. It is the responsibility of the parent/legal guardian to request homebound instruction as soon as possible. An application for services supported by a doctor's recommendation is required. Applications are coordinated through the counseling department.

PROMOTION REQUIREMENTS: Grade Placement is made annually at the end of the second or summer semester.

To be Classified as a	Credits required
10th Grader	5
11th Grader	11
12th Grader	17
Graduate	23

SCHOOL ATTENDANCE

ATTENDANCE

Students are required to attend all classes unless one is participating in a school-authorized activity. Students are expected to arrive at school and for all classes punctually. During the school day students are required to follow all school policies, attend assigned classes and lunch periods, and follow instructions of administrators, teachers, and staff.

GEORGIA ATTENDANCE LAW

The Georgia Compulsory Attendance Law: It is the duty of every parent, legal guardian, or other person having control of any child between the child's 6th and 16th birthday to assure that the child attends a public school, private school or home study program. Failure to comply constitutes a separate offense GA. Code 20-2-690.1. Student attendance is critical to the attainment of high academic expectations and efficient use of instructional time. School attendance is the responsibility of both parents/legal guardians and students.

ATTENDANCE PROCEDURES

ATTENDANCE MAKE-UP PROCEDURE ([JCSS Attendance Policy](#))

Students should meet with the teacher within 5 days of returning to school after an excused absence to devise a plan for make-up work.

ABSENCES

Excused: Students will be excused from school under the following circumstances:

1. Personal illness or attendance in school endangers a student's health or the health of others.
2. A serious illness or death in a student's family necessitating an absence.
3. A court order or an order by a government agency, including pre induction physical examinations for service in the armed forces, mandating absence from school.
4. The observance of religious holidays, necessitating absence from school.
5. Conditions rendering attendance impossible or hazardous to student's health or safety.
6. A scheduled medical, dental or eye examination of the student.
7. Registering to vote or voting, for a period not to exceed one day.
8. Visiting a parent or legal guardian who is in the military service in the armed forces and has been called to duty or is on leave from overseas deployment to a combat zone or combat support post. The student may be excused for a maximum of 5 days per school year.

**One day per school year will be excused for the treatment of head lice.*

Unexcused: Absences are unexcused for all other reasons, including but not limited to: missing the bus, oversleeping, power outages, vacations, trips, family visits, car trouble, babysitting, running errands, and/or skipping school.

When a student is absent from school, the following procedure should be followed:

The student must bring a note from his/her parent/legal guardian explaining why the student was absent from school the day following the absence. The note should include the date, reason, parent/legal guardian signature and phone number for verification and should be turned in to the attendance clerk at the beginning of the following school day. Parents/legal guardians are only allowed to write notes excusing up to 5 absences for the entire year. A Parent/legal guardian note must be for an excused reason or it will not be accepted. Notes to excuse absences should be turned in no later than 5 days after the absence occurred. Students are expected to make up all missed work, regardless of the reason for the absence. They will receive full credit for work missed due to an excused absence. It is the STUDENT'S RESPONSIBILITY to obtain and turn in all the missing assignments to the teacher. Teachers will establish timelines for make-up work to be turned in for credit.

You may access the current attendance procedures at any time online at the district website:

[HERE.](#)

Parent Notes: Each school year, parents are provided with the opportunity to write up to 5 parent notes for their child. A parent note will serve as an excused absence at a time where a doctor visit may not be necessary.

EXCESSIVE ABSENCES

Chronic absenteeism impacts a student's ability to learn and succeed in school. School approved field

trips/activities, medically documented absences, and suspensions will NOT count toward excessive absences. If a student has a serious medical or legal problem, the student's parent/legal guardian should notify the student's counselor.

The school will attempt to call parents/legal guardians when a student is absent from school.

Procedures:

1. For students under the age of 16 – a letter will be sent to the parents/legal guardian notifying them when the student has accumulated 3 unexcused absences. The school social worker will be notified at this point. When a student misses 5 unexcused days, the attendance clerk will set up a meeting with the attendance coordinator and parents/legal guardians. When a student misses 8 unexcused days, a home visit may be conducted by an administrator and/or social worker. Students with 10 or more unexcused absences will be referred to the Attendance Review Board at the Jackson County Courthouse.

Possible Consequences and Penalties for Parents/Legal Guardians and Students

1. A parent/legal guardian who violates the Compulsory Education Law shall be guilty of a misdemeanor and upon conviction thereof, shall be subject per violation to a fine not less than \$25.00 and not greater than \$100.00, imprisonment not to exceed 30 days, community service, or any combination of such penalties at the discretion of the court having jurisdiction. Each day's unexcused absence beyond five unexcused absences constitutes one violation.
2. Charges may also be filed in Juvenile Court or State Court on students who do not comply with the Compulsory Education Law.

School System's Responsibilities: If the school system is made aware that a child between the ages of six and sixteen or any child who has enrolled for twenty school days or more in a public school prior to their sixth birthday is not enrolled in public school, private school, or a home study program, the Superintendent has the authority and responsibility to file proceedings in court to enforce the mandatory education laws.

State Laws:

- Mandatory Education for Children Between Ages 6 and 16 – O.C.G.A. 20-2-690.1
- Student Attendance Protocol Committee – O.C.G.A. 20-2-690.2
- Teenage and Adult Driver Responsibility Act – O.C.G.A. 40-5-22

CHECK OUTS

Any student needing to leave campus during the day for any reason must check out through the office or clinic. A parent/legal guardian must be present before a student is released from school. Students are not allowed to check out during a final exam period. **Checkouts are not allowed after 2:30PM.**

To be counted present for the day by the State:

- Students cannot check out until 11:00.
- Students must check in by 11:45.

Check-In & Check-Out Procedures 2025-2026

To ensure student safety and accountability, all check-ins and check-outs must follow the procedures below. **Phone calls and emails will not be accepted for student checkouts.**

General Check-In (For students arriving late or returning to campus during the day)

- Students must sign in at the front office upon return.
- A check-in slip will be issued and must be presented to the teacher upon entering class.

General Check-Out

- Students must check out through the front office or clinic.
- A parent or legal guardian must be present to check out a student in person.
- A valid photo ID is required at the time of checkout.
- No checkouts are allowed after 2:30 PM.

Illness Check-Out

- Students who become sick during the school day will be checked out through the clinic.
- Clinic staff will contact a parent or guardian to facilitate the process.
- Non-drivers must follow the general check-out procedures outlined above.

- Student drivers may leave campus only after a parent or guardian has been contacted and given approval.

Student Driver Check-Out

Student Driver Parent/Guardian Notes for Checkout

- Notes must be submitted to the front office between **7:30 AM and 7:45 AM**.
- Students on the Empower campus should submit their parent/guardian note to the JCHS front office when they return to campus at the beginning of 3rd period.
- **Notes must include the following:**
 - Date of checkout
 - Time of checkout
 - Reason for checkout
 - Parent/guardian signature
 - Parent/guardian phone number for verification
- All notes will be verified before approval.
- Late notes require administrator approval.

Student Driver Checkout Process

1. The student receives a checkout slip from the office.
2. The student has the slip signed by their teacher at the designated time.
3. The student returns to the office, signs out, and leaves campus immediately.

For check-in and check-out procedures specific to the **Empower College and Career Center** campus, please contact their office directly or visit their website at <https://empower.jacksonschools.ga.org/>.

We cannot stress enough the importance of keeping the office informed of any changes in phone numbers, address, or contact persons listed in Infinite Campus. This information is used to contact parents/legal guardians for illness, emergencies, check out verification, and other contacts required by school personnel.

Unlawful to make or attempt to make change of custody of minor child by removing child from school premises (20-2-780):

1. No person shall make or attempt to make a change of custody of a minor child by removing the child from the premises of a private or public elementary or secondary school without the permission of the person who enrolled the child in the school, notwithstanding the fact that the person seeking to obtain custody of the child from the school has a court order granting custody of the child to such person.
2. This Code section shall not apply with respect to the following:
 - a. Persons seeking to enforce court orders that specifically authorize or direct the release of custody by the school; or
 - b. State or local officials acting under the express authority of this state's child protection laws.
3. Any person violating this Code section shall be guilty of a misdemeanor.
4. School officials when acting in their official capacities in preventing or attempting to prevent a violation of this Code section shall be immune from civil or criminal liability that otherwise might be incurred or imposed.

COLLEGE/MILITARY VISITATION ABSENCES

Students being inducted in the United States Military, visiting colleges, technical colleges, or other postsecondary institutions are considered a school approved activity so long as the proper forms and procedures are followed.

Procedures:

1. Obtain a "College Visit Verification Form" from the Front Office.
2. The student must have a college official complete the form before leaving the postsecondary school's campus. The student must return the form to the attendance clerk within five days of the visit.
3. When the student is absent from class, the teacher records that as an absence. When the student returns the verification form, attendance is updated accordingly.
4. Students may make up to three college visit days during their 11th and 12th grade years.. If a student wishes to take more than three days for visits, he/she must obtain permission from the principal.

5. Students who miss classes to be inducted into the United States Armed Forces will be counted school approved if proof is provided by the students' recruiters.

ELIGIBILITY FOR ATTENDANCE AT ATHLETIC / EXTRACURRICULAR ACTIVITIES

Students must attend school at least two full class periods to be eligible to participate in extracurricular activities.

TARDY TO CLASS and/or LATE TO SCHOOL

All students are expected to be at school and in class on time. Students are considered tardy (late) to school if they are not IN their classroom when the bell rings to start school (**8:00AM**). Students who are scheduled to attend class at Empower and need to ride a JCSS bus to Empower must be on time to the Empower bus. The final Empower shuttle bus will depart from JCHS at **7:50AM** each day. There will not be any late buses that run to Empower. Parents or legal guardians will be expected to provide transportation for their student if their student missed the Empower bus.

Students who miss the Empower bus will remain on campus at JCHS, and will be counted **absent for their 1st and 2nd period Empower classes.*

Procedures: Students arriving after the start of school must report to the front office for a tardy pass. Any student arriving after 8:00 AM is considered tardy/late to school. The corrective action for checking in late and/or tardiness is (see chart below):

Tardy/Checking In (per 9 weeks)

Tardy Policy	
<u>Tardy</u>	<u>Consequence</u>
3rd	Warning
6th	Referral + Lunch Detention
9th	Referral + 1 Day of ISS
12th	Referral + 2 Days of ISS
15th	Referral + 2 Days of ISS + Behavior Contract
<i>*Tardies reset every 9 weeks</i>	

IMPORTANT INFORMATION

<i>*Tardies are counted as cumulative across all classes, and refresh each 9 weeks.</i>
<i>*Tardies to 1st period after 8:15AM become (Check-in Tardy Unexcused) - These do count as tardies.</i>
<i>*Allow for (2) parent notes per 9 weeks - Only count for tardies/check-ins to 1st period. Parent notes may excuse a tardy for any reason including traffic, waking up late, missing the bus, etc.</i>

Unexcused Tardies: JCHS does allow for 2 parent/legal guardian notes for tardies per 9 weeks for issues such as missing the bus, oversleeping, car trouble, etc. A verified parent/legal guardian note will allow for the tardy to be excused, and must be presented to the front desk at the time of check-in. Once both (2) of the parent/legal guardian notes have been used, no more will be allowed for the 9 week period.

TRUANCY

Students who leave campus without checking out and/or who are absent from school without their parent's/legal guardians prior permission, will be considered truant (AWOL). Students who skip a portion, a full class, or several classes are considered truant. Once a student arrives on campus, the student is considered to be at school and must obtain permission in order to leave campus by checking out, even if classes have not yet begun. Students are **not** allowed to check themselves out of school for any reason. Parents/legal guardians must be contacted.

STUDENT BEHAVIOR

STUDENT BEHAVIOR

Students learn best and teachers provide the best instruction in an orderly environment. School is, above all else, a place where learning occurs. Students are expected to contribute positively to the learning atmosphere of their classes. When any extremes of either dress or behavior occur, which are disruptive to the learning process, the administration will take any action deemed necessary and appropriate to correct the situation. Violence will not be tolerated at school or at any school-sponsored event. Extracurricular activities on or away from the campus are considered an important part of the educational endeavors of the school. Conduct during these events will be consistent with school policies.

[The Jackson County Board of Education Discipline Code of Conduct](#) contains Board adopted policies that are related to discipline in Jackson County Schools. The publication provides detailed information about these policies and the current procedures for implementation, including consequences for student misconduct. It is the student's responsibility to be familiar with these policies and exhibit acceptable behavior. Local school administrators have broad discretion to determine the consequences for most student misconduct at the local school level. The range of consequences for misconduct that can be assigned by a local school administrator may include, but is not limited to, a student conference, in-school suspension, out-of-school-suspension (up to 10 days per occurrence), or referral to Student Disciplinary Tribunal which may result in long-term suspension or expulsion. In cases involving violation of State or Federal law, law enforcement officials shall be notified.

PROGRESSIVE DISCIPLINE PROCEDURES [JCSS Code of Conduct](#)

When it is necessary to impose discipline, school administrators and teachers will follow a progressive and age appropriate discipline process. The degree of discipline imposed by each school official will be in proportion to the severity of the behavior of a particular student and will take into account the student's discipline history, the age of the student, and other relevant factors. Repeated student behavior referrals may lead to the student being placed on a behavior contract

STUDENT DRESS AND GROOMING

Student dress and appearance shall be neat and in good taste as dictated by common sense and propriety. The school authorities reserve the right to make the final judgment as to what is neat and in good taste. A student shall not dress, groom, or wear or use emblems, insignias, badges or other symbols whereas the effect thereof is to distract unreasonably the attention of other students or otherwise to cause disruption or interference with the operation of the school. The administration shall determine whether any particular mode of dress, apparel, grooming or use of emblems, insignias, badges or other symbols result in such interference or disruption as to violate this rule.

There is a positive relationship between a neat, appropriate appearance and a good learning environment. All students are encouraged to take pride in themselves and their schoolwork. To create the most optimal setting for students, the following guidelines for student dress are in effect.

DRESS CODE FOR INSTRUCTIONAL TIME

- [JCSS Dress Code](#)

Dress Code Violations (not including hats/headgear)

1. 1st Offense - Admin Warning
2. 2nd Offense - Admin Warning
3. 3rd Offense & Beyond - Lunch Detention

In matters concerning the dress code, safety and modesty shall be the criteria and administrative judgment shall govern the application of all such matters. Any student failing to adhere to administrative direction pertaining to dress code is subject to disciplinary action. Special Circumstances should be addressed in writing to the Principal.

PROM, HOMECOMING, DANCES, HONORS NIGHTS, & GRADUATION DRESS CODE

Acceptable dress clothes and shoes are required. No jeans or t-shirts of any color or type may be worn. Graduation dress code must be followed in order to march in the ceremony.

BUS RULES FOR STUDENTS

BUS TRANSPORTATION

System policy requires students to ride only the bus that picks them up and drops them off at their primary or secondary address listed with the school. Students wishing to be dropped off at their secondary address or students traveling to a friend's with a note must receive advance approval from administration.

School bus transportation is a privilege that may be withdrawn for inappropriate behavior. The bus driver is in charge, and students must comply with the requests of the driver. For safety reasons, passengers will not be allowed to carry balloons or glass containers on any school bus. The bus driver and/or a school administrator may assign seating. Students suspended from the bus cannot ride any Jackson County school bus during the suspension period.

BUS RULES (JCSS Bus Rules)

- Stay in your seat. Students should remain seated, facing the front of the bus at all times. Do not sit on books or bags. Keep all your belongings in your hands at all times. Do not move from one seat to another. Get in your seat quickly and stay there until the bus has completely stopped at your stop. Do not kneel or stand on your seat. Keep your feet and legs out of the aisle.
- Cooperate with the driver. Follow the driver's instructions without argument.
- Fighting is forbidden. Fighting includes any manner of threatening, hitting, kicking, pushing, punching, pinching, spitting, etc.; any physical action aimed at another – whether in anger or in play.
- No profanity. Conversations or use of vulgar language pertaining to sex, drugs, drinking, etc. will not be permitted.
- Use or possession of tobacco, drugs or alcohol is forbidden. Vapor pens and similar devices (regardless of contents) are not allowed.
- Keep your head, hands, and arms – everything – away from open windows. NEVER put anything into or out of bus windows. NEVER yell or talk to others out of windows, nor do anything that might cause another to approach the side of the bus. It is a violation of local, State and Federal laws to throw anything out of the vehicle.
- Do not throw anything in or out of the bus.
- Do not argue with or "talk back" to the driver. Matters of discipline or problems will never be discussed with students or parents/legal guardians while the bus is in operation.
- Talk quietly with those near you. Make no other noises of any kind. Do not play music. At railroad crossings, maintain absolute silence until the bus is safely across the tracks.
- Do not scratch, cut or write on seats, walls, floors, etc. Keep your fingers and hands off the windows.
- Items forbidden on the bus include, but are not limited to the following: animals (dead or alive), glass containers, knives or other weapons, toys, cigarettes, matches or lighters, nor anything else that might spill, break, or cause injury. Students who are in possession of such items on the bus will be held responsible and could face disciplinary action.
- Eating and/or drinking on the school bus are forbidden. This includes any form of candy.

DISCIPLINARY DEFINITIONS

ABUSIVE SUBSTANCES (JCSS Student Code of Conduct) (Drug & Alcohol Program)

Any student involvement with illegal or inappropriate substances on school grounds or at school-related activities shall be dealt with in accordance with the JCSS Code of Conduct. This includes but is not limited to THC-containing substances such as gummies, dab pens, etc.

MEDICATION

Students not following the procedure as laid out in the ([MEDICATION \(Prescription/Non-Prescription\)](#)) section are subject to severe disciplinary action. With an offense of unauthorized use or possession, or selling of over-the-counter or prescription drugs, the penalty will be at the discretion of the principal, depending on the circumstances. Possible removal from the school setting, pending a disciplinary hearing.

ALTERNATIVE SCHOOL (Pharos) EXPERIENCE

A student is removed from the regular environment at Jackson County High School and placed in an alternative setting for a specified period of time.

BULLYING (JCSS NO Bullying Zone)

Bullying is a serious offense and will not be tolerated in any Jackson County School. The term "bullying" means an act which occurs on school property, on school vehicles, at designated school bus stops, at school related functions or activities, or by the use of data or software, whether or not such 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.

Bullying also includes but is not limited to:

- (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:
 - (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.

Procedures shall be developed at each school encouraging teachers, other employees, students, and parents/legal guardians to report or otherwise provide information on bullying activity. Once bullying has been reported, school officials shall begin a thorough investigation within a 24 hour period. Any report of retaliation for reporting bullying will also be investigated and addressed as called for in local Board policy. Upon a finding by a school administrator that a student has committed an act of bullying or is the victim of bullying, the administrator or his/her designee shall notify the parent, legal guardian, or other person having control or charge of the student by telephone call or through written notice which may be done electronically.

Acts of bullying shall be punished by a range of consequences through the progressive discipline process as stated by the Code of Conduct. Such consequences shall include, at a minimum, disciplinary action or counseling as appropriate under the circumstances. However, upon a finding by the disciplinary hearing officer, panel, or other tribunal that a student in grades 6-12 has committed the offense of bullying for the third time in a school year, the student shall be assigned to an alternative school setting.

Complete information regarding bullying and all the provisions that address it in the school setting can be found in the Jackson County Board of Education Policy Manual, Policy JCDAJ, "Bullying."

CONTRABAND

Tobacco, drugs, and alcoholic beverages are not permitted in school or at school sponsored activities. Violators are subject to severe disciplinary action, including expulsion from school. Contraband includes, but is not limited to, any item that can reasonably be considered a disruption or a danger to others. Items including e-cigarettes, vapor pens, hookahs, or anything else the administration deems to fit into this category (regardless of contents) is prohibited anywhere on school property or any school related activity. Any contraband confiscated at the school or at school functions will not be returned.

EXPULSION

The removal of a student from Jackson County Schools permanently or for an extended period of time.

HARASSMENT

Any report of harassment will be taken seriously and investigated thoroughly. Such incidents will not be tolerated since they lead to the existence of a hostile and uncomfortable school environment. Student reports of harassment by peers should be referred to school administrators. Based on the evidence, administrators will determine the course of action and consequences.

IN-SCHOOL-SUSPENSION

The In-School Suspension program removes disruptive students from their regular assigned classrooms and from other school activities, continues their progress with classroom assignments, and provides individual instruction in essential skills and knowledge areas when needed. Students are isolated in a classroom designed for the suspension programs. Students misbehaving in ISS will face additional consequences. A student will be required to complete the ISS assignment upon returning to school.

OUT OF SCHOOL SUSPENSION

Temporary removal of the student from the Jackson County High School Campus for a specific period of time up to ten (10) days. Students must return with their parents or legal guardian to be readmitted.

PARENTAL SUSPENSION

Temporary removal of the student from Jackson County High School until the parent or legal guardian returns with the student.

SEXUAL HARASSMENT

Sexual Harassment at school is defined as unwanted and unwelcome behaviors which interfere with a student's right to receive an education or to participate in school activities. Sexual harassment may result from words, images, or conduct of a sexual nature that offend, stigmatize, demean, frighten, or threaten a student. Some examples of conduct which rise to the level of sexual harassment at school are:

- Spreading sexual rumors or gossip or making sexual propositions
- Making suggestive or sexual gestures, jokes, or verbal comments
- Physical contact or blocking someone's way
- Writing or transmitting sexually suggestive images, graffiti, or messages

Incidents of sexual harassment should be reported to a school administrator immediately.

SOCIAL MEDIA USAGE

Inappropriate use of social media platforms, both during school and non-school hours, which do or could cause a disruption of the learning environment through discriminatory, harassing, profane, racist, violent, and/or defamatory language/pictures/videos is a violation of the JCSS Code of Conduct. These actions are subject to consequences from the JCHS administration in accordance with the JCSS Code of Conduct.

USE OF TOBACCO

In accordance with Jackson County Board of Education Policy, the use of, possession of, or transmission of tobacco in any forms, including e-cigarettes, vapor pens, hookahs, or anything else the administration deems to fit into this category is prohibited anywhere on school property. Students in violation of this offense are subject to out-of-school suspension or other disciplinary actions.

VERBAL ASSAULT

An unprovoked outburst of abusive words directed toward a person in a violent or tumultuous manner so as to place such person in a reasonable fear for his/her personal safety. Students in violation of this offense are subject to disciplinary action.

WEAPONS NOTICE

Effective July 1, 1999 state law makes it a felony for any person to carry, possess, or have under such person's control while at a school building, school function, or school property, or on a bus or other transportation furnished by the school, any weapon or explosive compound. The term "weapon" means and includes any pistol, revolver, or weapon designed or intended to propel a missile of any kind, any dirk, bowie knife, switchblade knife, ballistic knife, any other knife, straight-edge razor, spring stick, metal knuckles, blackjack, or any flailing instrument consisting of two or more rigid parts connected in such a way to allow them to swing freely, in which may be known as a nunchuck, or ing chain, throwing star, or any weapon of like kind. Refer to the Jackson County Schools Code of Conduct for additional information. Students in violation of this offense are subject to expulsion from Jackson County Schools.

COUNSELING

The Counseling Department provides many services and programs for students, parents/legal guardians, and faculty to assist in achieving academic success and in exploring options for the future. Counselors work with students individually, in small groups, and in classroom guidance. The school counselors place the needs of the students first and recognize that meaningful learning takes place only when a student's social, emotional, and physical needs are met.

The role of the counselors at Jackson County High School is to:

- Conduct individual and group counseling with students.
- Ensure that students receive appropriate career, educational or vocational planning assistance.
- Assist with the administration of standardized testing programs.

Other tasks performed are: the enrollment/withdrawal process, handling of all student cumulative records, coordinating college and military recruiter visits, assisting students applying for financial aid for higher education, handling transcript requests, giving study skills assistance, and arranging college visitations. Parent/legal guardians conferences are available by appointment.

For academic issues, students are assigned a counselor based on last names:

A-C: Fleeman

D-H: McGlamery

I-M: Meeks

N-R: Bagwell
S-Z: Le

APPOINTMENTS

Students may schedule individual appointments through the counseling office. The counseling office is open 7:45 AM – 3:30 PM.

DUAL ENROLLMENT PROGRAM ([JCSS Dual Enrollment Handbook](#))

Juniors and seniors who qualify may enroll in a college or technical college and receive both high school graduation credit and college credit. Students interested in the dual enrollment program should make an appointment with their counselor.

TRANSCRIPT REQUESTS

A transcript consists of a copy of the student's cumulative grades. Transcript request protocol is located [HERE](#).

WITHDRAWAL PROCEDURE

In order to withdraw from school, a parent/legal guardian must come to the counseling office for a conference and to complete the withdrawal paperwork. Parents/legal guardians should make an appointment. Failure to make an appointment may result in a long wait. All books should be returned and any fees should be paid prior to withdrawal.

EXTRACURRICULAR ACTIVITIES

ATHLETIC

STUDENT ORGANIZATIONS



ATHLETICS

ACTIVITIES WITHIN THE GEORGIA HIGH SCHOOL ASSOCIATION

FALL SPORTS (Typically start in July)

Comp. Cheer	Wayne Brooks	wbrooks@jcsc.us
Cross Country	Brittley Blount	bblount@jcsc.us
Cross Country	Randy Adams	randall.adams@jcsc.us
ESports	Claire Barnes	claire.barnes@jcsc.us
Flag Football	Julie McCutcheon	jmcutcheon@jcsc.us
Football	Korey Mobbs	kmmobbs@jcsc.us
One Act Play	Emily Taylor	etaylor@jcsc.us
Softball	Kristin Croteau	kcroteau@jcsc.us
Spirit Cheer (FB)	Allie Meeks	allie.meeks@jcsc.us
Gameday Cheer	Allie Meeks	allie.meeks@jcsc.us
Volleyball	Laura Keefer	laura.keeper@jcsc.us

WINTER SPORTS (Typically start in October)

Bass Fishing	Jason Guzzardo	jguzzardo@jcsc.us
Boys Basketball	Joel Lecoeuvre	joel.lecoeuve@jcsc.us
Girls Basketball	Mackenzie Sandy	mackenzie.sandy@jcsc.us
Spirit Cheer (BKB)	Tiffany Sharpton	tiffeny.sharpton@jcsc.us
Literary	Emily Taylor	etaylor@jcsc.us
Dance Team	Ashley Ware	aware@jcsc.us
Swim (B&G)	Emily Davis	edavis@jcsc.us
Boys Wrestling	Jim Gassman	james.gassman@jcsc.us
Girls Wrestling	Jason Muehling	jmuehling@jcsc.us

SPRING SPORTS (Typically start in January)

Baseball	Zeb Lackey	zeb.lackey@jcsc.us
Esports	Claire Barnes	claire.barnes@jcsc.us
Boys Golf	Byron Farmer	john.farmer@jcsc.us
Girls Golf	Tucker Duke	tduke@jcsc.us
Boys Lacrosse	Zak Evans	zevans@jcsc.us
Girls Lacrosse	Kasey Knight	kasey.knight@jcsc.us
Riflery	Melvin Farr	mfarr@jcsc.us
Boys Soccer	Jason Guzzardo	jguzzardo@jcsc.us
Girls Soccer	Matt Maier	mmaier@jcsc.us
Boys Tennis	Wayne Brooks	wbrooks@jcsc.us
Girls Tennis	Natalie Peterson	npeterson@jcsc.us
Track & Field (B&G)	Randy Adams	randall.adams@jcsc.us

JACKSON COUNTY HIGH SCHOOL

Colors: Black, Red, and White

Mascot: Panthers

Founded: 1957

GHSA Region: 8-A AAAA



ELIGIBILITY

To be eligible, students must have earned a **minimum of 2.5 credits** in their previous semester and be "On Track" as follows:

- 10th Graders - 5 units
- 11th Graders - 11 units
- 12th Graders - 17 units

In addition, any student participating must have:

- A current physical on file
- Athletic waivers signed each year

Jackson County Schools utilize RankOne for physicals and waivers.



www.jcpantherathletics.com

ATHLETIC DIRECTOR BRAD HAYES BHAYES@JCSC.US

EXTRACURRICULARS



CLUBS/COMMITTEES (Anyone can apply to join)

Clay Club (Arts)	CJ Simonds	csimonds@jcass.us
Tome Society (Book Club)	Jill Weldon	jweldon@jcass.us
Dungeons & Dragons Club	Abigail McGlamery	abigail.mcglamery@jcass.us
Environmental Club	Natalie Peterson	npeterson@jcass.us
Extra Special People Club	Tiffanie Townley	ttownley@jcass.us
FCA	Fisher Mitchem	fisher.mitchem@jcass.us
FCCLA	Brooke Curtis	bcurtis@jcass.us
Fiber Arts Club	Sheri Koenig	skoenig@jcass.us
International Club	Deanna Rivero	deanna.rivero@jcass.us
Homecoming Committee	Savannah Ledford	sledford@jcass.us
Jackson Co. Student Leadership	Fisher Mitchem	fisher.mitchem@jcass.us
Key Club	Amy Powers	apowers@jcass.us
Pen Friends	Devin Donaldson	ddonaldson@jcass.us
Prom Committee	Stephanie Langley	slangley@jcass.us
Robotics	Douglas Ray	douglas.ray@jcass.us
Science Olympiad	Cheryl McFall	cheryl.mcfall@jcass.us
Speech & Debate Club	Nick Smolinski	nsmolinski@jcass.us
Student Council	Aly Lord	aglord@jcass.us

Co Curriculars (Typically aligned with a class or classes)

Bands (Variety)	Brooke Bong	brooke.bong@jcass.us
Chorus	Shannon Green	sgreen@jcass.us
Dance	Ashley Ware	aware@jcass.us
Drama Club	Emily Taylor	etaylor@jcass.us
Percussion Ensembles	Matt Tinnell	mtinnell@jcass.us
Prom Committee	Stephanie Langley	slangley@jcass.us
Work Based Learning	Greg Maxwell	gmaxwell@jcass.us
Yearbook Committee	Beth Pitman	epitman@jcass.us

HONORS SOCIETIES (Tied to academic achievement)

Beta Club	Nichole Dudley	ndudley@jcass.us
Nat'l Honor Society - Dance Arts	Ashley Ware	aware@jcass.us
Int'l Thespian Society	Emily Taylor	etaylor@jcass.us
Nat'l French Honors Society	Nessa Hoppe	nhoppe@jcass.us
National Honors Society	Heather Hamrick	hhamrick@jcass.us
Spanish Nat'l Honors Society	Erin Uesseler	euesseler@jcass.us
Tri M	Brooke Bong	brooke.bong@jcass.us

EXTRACURRICULAR AND CO-CURRICULAR OPPORTUNITIES

Jackson County High School is committed to providing students with opportunities to participate in a diverse array of student activities, which will promote their intellectual and social growth and development. To accomplish this goal, a number of clubs, activities, and honors societies are available to students at our school.



PROUD TO BE



- Jackson County High School
- @panthers_jchs
- @jchspanthers
- www.jacksonschoolsaga.com/jchs

CTAE STUDENT ORGANIZATIONS (at EMPOWER)

Vocational Director: Mr. Todd Shultz

- **FBLA:** Future Business Leaders of America is a nonprofit educational association for middle school, high school, and collegiate students who are interested in learning more about the free enterprise system. FBLA is a nationally recognized club in the United States of America. The purpose of FBLA is to prepare members for careers in business and to assist them by becoming better employees and citizens. FBLA helps students develop leadership abilities, prepares them for entry into a business-related occupation, and offers a setting where members compete at regional, state and national levels in business and technology curriculum. on that helps students become leaders and address important personal, family, work, and societal issues through Family and Consumer Science that helps students become leaders and address important personal, family, work, and societal issues through Family and Consumer Science that helps students become leaders and address important personal, family, work, and societal issues through Family and Consumer Science
- **FCCLA:** Family, Career and Community Leaders of America is a national organization that helps students become leaders and address important personal, family, work, and societal issues through Family and Consumer Science education that helps students become leaders and address important personal, family, work, and societal issues through Family and Consumer Science students become leaders and address important personal, family, work, and societal issues through Family and Consumer Education. It is open to all students in grades 9-12. FCCLA members do not have to be currently enrolled in a FACS class.
- **FFA:** FFA is open to all agriculture students and allows students to compete at the local, state and national level.
- **HOSA:** It is open to students who are or have been enrolled in a HSTE program.
- **NATIONAL TECHNICAL HONOR SOCIETY:** A national honor society for students who excel in academic and career/technical courses and who are actively involved in career/technical student organizations, civic, and/or service organization(s).
- **SKILLS USA:** A career/technical student organization that provides quality education experiences for students in leadership, teamwork, citizenship and character development. Skills USA also promotes understanding of the free enterprise system and involvement in community service activities. Students will have the opportunity to compete regionally, statewide, and nationally.
- **WORK-BASED LEARNING:** Is a program designed for students with a definitive career goal who leave school to apprentice at a work site. The WBL coordinator can assist students with job placement within the local community or students may find an approved work site on their own. WBL is limited to juniors and seniors. Any student interested in participating in WBL needs to see the WBL coordinator for an application.

ADDITIONAL NOTICES FOR PARENTS/LEGAL GUARDIANS AND STUDENTS

AMERICANS WITH DISABILITIES ACT

Students with physical impairments who require assistance should contact the school at (706) 367-5003.

BULLYING PROHIBITED ([JCSS NO Bullying Zone](#))

The Jackson County Board of Education believes that all students can learn better in a safe environment. Behavior that infringes on the safety of students will not be tolerated. Bullying, as the term is applied in Georgia law, of a student by another student is strictly prohibited. Acts of bullying shall be punished by a range of consequences through the progressive discipline process, as stated in the Code of Conduct. Such consequences shall include, at a minimum and without limitation, disciplinary action or counseling, as appropriate under the circumstances. However, upon a finding by the disciplinary hearing, panel, or other tribunal that a student in grades 6-12 has committed the offense of bullying for the third time in a school year, the student shall be assigned to an alternative school.

COMPLAINTS AND GRIEVANCES ([See JCSS Secondary Student Handbook](#))

The Jackson County School System does not discriminate in admission or access to, or treatment, or employment in its programs and activities, on the basis of sex, race, color, age, disability, religion or national origin. The Jackson County Board of Education assures student grievance rights through a formal student complaint process. The Assistant Principal for Instruction will investigate any issue related to instruction and/or grading and attempt to resolve the problem. The Assistant Principal will investigate any issue relative to student transportation and/or student discipline and attempt to resolve the problem. Extracurricular athletic complaints should be referred to the Athletic Director who will investigate any athletic complaint and attempt to resolve the problem. Extracurricular club and fine arts participation complaints should also be referred to the Athletic Director who will investigate and attempt to resolve the problem. Issues not resolved by the Assistant Principal for Instruction, the Assistant Principal or the Athletic Director's level of authority can be appealed to the Principal, and ultimately to the Superintendent. The system coordinator should be contacted for issues relative to Title II, VI, IX and Section 504/ADA. The system coordinator can be reached at the Board of Education office (706-367-5151). The high school administrators can be reached at 706-367-5003.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT

P.L.93-380

Jackson County High School abides by the rules established by the Family Educational Rights and Privacy Act of the United States. Educational records are not disclosed to others without prior consent of the student (if 18 or older) or by a parent/legal guardian of the student except for the following:

- Prior consent is not required when educational records are sent to officials of another school in which the student seeks or intends to enroll.
- Prior consent is not required to release the following directory information: Student's name, date of birth, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, graduation status, awards received, and the most previous educational agency or institution attended by the student. If a parent/legal guardian or student who has reached age 18 wishes to have prior consent required for the release of the directory information listed in part 2 above, the parent/legal guardian or student who has reached age 18 must make that request in writing and submit it to the counseling office.

GENDER EQUITY NONDISCRIMINATION NOTICE

State law prohibits discrimination based on gender in its elementary and secondary athletic programs of local school systems (Equity in Sports Act, O.C.G.A. 20-2-315). Students are hereby notified that Jackson County School System does not discriminate on the basis of gender in its athletic programs. The sports equity coordinator for this school system is: Jason Wester, 152 Jaxco Junction, Hoschton, Georgia 30548, 706-367-5003. Inquiries or complaints concerning sports equity in this school system may be submitted to the sports equity coordinator.

NON-DISCRIMINATION NOTICE

The Jackson County School System does not discriminate on the basis of race, color, national origin, sex, religion, age, or disability in employment or the provision of services. Complaints regarding alleged discrimination can be processed according to guidelines, available in the office of the Principal or with the system Personnel Director.

THREATS OF VIOLENCE

It is the policy of the Jackson County Board of Education to take all reasonable steps to provide a safe environment for students and staff. To that end, any threat by any individual directed toward another which if carried out would pose a potential danger to the life or safety of students and/or staff will be regarded and treated seriously.

Any student who receives information concerning such a threat should immediately report that information to a school administrator. The failure of a student to report such information may be treated as a disciplinary problem.

WEAPONS NOTICE

It is unlawful for any person to carry, possess or have under their control any weapon at a school building, school function, on school property or on a bus or other transportation furnished by the school. The term "weapon" means and includes any pistol, revolver, or weapon designed or intended to propel a missile of any kind, any dirk, bowie knife, switchblade knife, ballistic knife, any other knife having a blade of three or more inches, straight-edge razor, spring stick, metal knuckles, blackjack, or any flailing instrument consisting of two or more rigid parts connected in such a way to allow them to swing freely, which may be known as a nunchuck, or ing chain, throwing star or oriental dart, or any weapon of like kind. Refer to the Jackson County Schools Code of Conduct for additional information.

HIGH SCHOOL GRADUATION INFORMATION

GRADUATION REQUIREMENTS

The Georgia State Board of Education and the Jackson County Board of Education have established a core curriculum that must be completed for graduation. Graduation requirements are outlined in the Program of Study and are posted on the school website. Seniors are required to pay a graduation fee for diplomas, diploma covers, graduation programs, and other associated expenses.

DUAL ENROLLMENT

DUAL ENROLLMENT GRADING

Letter/alpha grades are typically assigned by the postsecondary institution on the student's official college transcript (A, B, C, etc.). These grades need to be converted to a numeric grade to reflect on the student's high school transcript and GPA calculations. *(The 10 quality points that are added to students' final averages for taking AP/DE courses will be added when the counselor posts the DE grades to the student transcript.)* Please refer to the chart below to see how Jackson County Schools converts this letter grade to a numeric grade:

Letter Grade	Numeric Equivalent	Letter Grade	Numeric Equivalent	Letter Grade	Numeric Equivalent	Letter Grade	Numeric Equivalent	Letter Grade	Numeric Equivalent
A+	98	B+	88	C+	78	D+	73	F*	55
A	95	B	85	C	75	D	71	W, WF, WP**	55
A-	93	B-	83	C-	74	D-	70		

Please Note:

*You are not only adding to your high school record/transcript, you are building your college portfolio. If you fail a dual enrollment course, your college record will permanently reflect a failing grade when future employers require you to submit a transcript from all schools that you attended.

**Any dual enrollment class that you fail to complete because of withdrawing from that course will be recorded on your high school transcript as a 55% which will affect your HOPE and overall high school GPA.