Mountain View High School

150 Stonewall Lane
Quicksburg, VA 22847
(540) 477-2732
Fax (540) 477-2098

HOURS OF OPERATION
Office hours: 7:45-4:00
School Day: 8:15-3:20
(All students on the premise before or after school hours must be supervised)

2023 - 2024
Student Handbook

Michael J. Dorman, Principal
Michael C. Lenox, Assistant Principal

Student Name _____

Both SCPS and MVHS policies may be revised during the school year. Please consult the Shenandoah County Public Schools (SCPS) website at www.shenandoah.k12.va.us for the most current policy updates

The Shenandoah County Public School system announces that it does not discriminate on the basis of race, color, age, sex, religion, national origin, or handicapping condition. Requirements against discrimination extend to employment in this school system, as well as admission thereto.

Mountain View High School

Welcome to Mountain View High School, home of the Generals. As Generals of Mountain View High School, each of you will strive to carry on those same traditions. The following pages will guide you to success at MVHS. Here are a few things to remember.

Responsibility: Be to class every day and on time is important so you don't miss instruction. If you have **4 unexcused tardies** to school per year you will receive Lunch Detention for each tardy after that time. School starts at 8:15…BE HERE ON TIME!

Leadership: Talking on cell phones is prohibited from the 8:10 bell until the dismissal bell. Cell phones need to be **OFF** and **AWAY** while students are in the classroom. A pouch will be every room to put your cell phone. If a cell phone is seen, it will be taken.

Perseverance: Success in school results from a "Never Give Up" attitude. **YOU WILL BE SUCCESSFUL IN SCHOOL;** we will assist you through the assignment of tutorials during lunch or after school. It is the expectation that you will take these opportunities to improve your academics. **Assigned tutorials are mandatory.**

Honor: If you cheat on a test, copy someone's homework, allow someone to copy yours, cut and paste stuff off of the Internet you dishonor yourself and will receive a "0" on the assignment and ISS.

Perseverance: We are looking forward to celebrating your graduation from MVHS. Ensure success in class so you can graduate on-time and participate in graduation ceremonies. **Only students who complete requirements will be allowed to walk at graduation.**

Honor: In the time-honored tradition,, hats are not to be worn in the building.

Responsibility: Students are not permitted to leave the building without permission. This includes lunch. Students attending Triplett Tech in the PM are not allowed to leave and return during lunch. They are expected to go directly to TT.

Responsibility: Students are expected to be in school every day, all day, and make satisfactory progress. You will need to contact the school of the reason you are not in school. A meeting will be held after 5 unverified absences or a total of 15 absences. Excessive absences could result in social probation.

MOUNTAIN VIEW HIGH SCHOOL
BELL SCHEDULE

BLOCK	REGULAR DAY	ONE HOUR DELAY	TWO HOUR DELAY	1:00 RELEASE
First Bell	8:10	9:10	10:10	8:10
Block 1	8:15 - 9:35 (80 min.)	9:15 - 10:23-68 min	10:15 - 11:10 - 55min	8:15 - 9:07 - 52min
Block 2	9:39 - 10:59 (80 min.)	10:27 - 11:35-68 min	11:15 - 12:10 - 55min	9:11- 10:03-52min
Lunch	**A** 11:02 - 11:27 **B** 11:29 – 11:54 **General Block** 11:57-12:22	**A** 11:39 – 12:04 **B** 12:07 - 12:32 **General Block 12:35-12:56**	**9-12 grade** 12:15 - 12:47 12:48 - 1:20 **General Block**	**9 – 12 grade** 10:07 - 10:37 10:38 - 11:08 **And General Block**
Block 3	12:26 - 1:46 (80 min.)	1:00 - 2:08-68 min	1:25 - 2:20 - 55min	11:12 - 12:04 - 52min
Block 4	1:50 - 3:10 (80 min.)	2:12 - 3:10-68 min	2:25 - 3:10 - 55min	12:08 - 1:00 - 52min

How does General Block and Lunch work?
At MVHS we want to give you every opportunity to be successful in the classroom. All teachers will be assigned a group of students for the General Block time all year. Attendance for General Block is required. Teachers will also be available for tutorial times during lunch. Below is a schedule of times for tutorial. Students may be assigned tutorial if their grades are not satisfactory.

Tutorial Schedule - Lunch

	Monday	Tuesday	Wednesday	Thursday	Friday
A Lunch	**1st Block -A**	**2nd Block - A**	**Gym Open**	**Gym Open**	**Gym Open**
B. Lunch	**Gym Open**	**Gym Open**	**Club Day**	**3rd Block - B**	**4th Block - B**

WHAT DOES IT MEAN TO BE A GENERAL?

Generals are held to a standard higher than any other. At Mountain View, that standard can be summed up in 5 characteristics. All students are expected to conduct themselves as Generals at all times.

Leadership: Because we want to see you excel as a Mountain View General, we encourage and expect you to be a productive citizen, and proud individual of the Mountain View Community. Each student needs to participate in extracurricular activities at Mountain View. Generals become productive citizens through participation in clubs, sports, school musical productions, academic teams, etc. There is something here for each and every General**. Be a leader in something!**

Perseverance: "When the going gets tough, the tough get going." Ever heard that saying? There will be times in your time as a General when things get difficult. But you can defeat whatever stands in your way. **Make a plan, seek help from staff, and don't sell yourself short: you can persevere.**

Courage: Be strong enough to stand up when those around you are not acting in a manner in which they should. **Be the one to stop bullying, or poor behavior**. Courage is the greatest form of strength.

Honor: Remember that your actions always represent your school, your family, and most importantly yourself. Be honest. Be fair. **Your reputation/honor is the one thing that can never be taken from you**. Make sure it is a reputation you are proud of.

Responsibility: Recognize that all the decisions you make have consequences, positive or negative. Accept the responsibility to make good choices, always keeping in mind the **goals** you have set for your present and for your future.

STARTING YOUR DAY AS A GENERAL

Bus Conduct
Public transportation is provided as a privilege, not a right, to all Generals by the Shenandoah County Public School System. Safety is our most important consideration. It is essential that students work with the bus driver to create a safe environment. Generals should take the **leadership** role of acting appropriately on the bus and the **courage** to keep themselves and others from acting in a way that creates an unsafe environment.

Arrival and Attendance
We welcome each and every General every day, and we look forward to seeing you. If you arrive by car, please park in the lot in the white-lined spaces behind the first row of trees. If you are being dropped off, your parents should do so in the bus loop.

School begins at 8:15. **Responsible** Generals will arrive by **8:10** to ensure that they are in class on-time. Attendance at school is a key to success. It is quite difficult to progress in your learning if you are not here to have the guidance of your teachers through the learning process. **If you must be absent, your parent/guardian must contact the school by phone or through a signed note, indicating why you were absent**. You may be absent or leave school for one of the following 5 reasons:
(1) Personal Illness (2) Medical appointment (3) Death in the immediate family
(4) Summons to appear in court (5) Religious holiday
If absences become excessive, or are not reported properly, we will seek to help you solve those attendance issues with the assistance of the school's truancy officer and/or the court system. You may also be placed on social probation if your absences do not improve.

Responsible Generals will make up their work in a timely fashion (one day per one day absent).

Moment of Silence
Mountain View High School begins its day with a moment of silence followed by the Pledge of Allegiance. You do not need to say the pledge, but you do need to stand.

YOUR DAY AS A GENERAL

Course Load
Mountain View High School operates under a 4 x 4 Block Schedule model. There are four class periods per day, per semester. All students are required to take a minimum of four courses per semester unless they are in an approved cooperative program. Administrative approval is required for extenuating circumstances. Students are encouraged to take a course load commensurate to their ability.

Cafeteria
The cafeteria staff offers breakfast and lunch. Breakfast is available from 7:45 – 8:10. Lunch times are listed on page 3. Meals will not be served outside assigned times. Lunch or 1 trip to the salad bar may be purchased.
(Free and reduced lunch applications are distributed at the beginning of school and should be returned to the office or the cafeteria manager).

Cell Phones and other Electronic Devices
Cell phones, CD players, IPods, MP3 players, and other devices detract from your ability to learn. Students are not allowed to make cell phone calls at any point during the school day. While in class, until teacher approved activities, cell phones must be **OFF** and **AWAY**. There is a pouch to put the phones in. Use of cell phones in violation of this policy, or result in violation of other school conduct, will result in confiscation of phone by school employees and discipline according to SCPS Student Code of Conduct.

- **Phones used in class without permission will result in confiscation of phone and returned at the end of class.**
- **Second time will be confiscated and taken to the office. The phone will be returned at the end of the day.**
- **Multiple offenses will result in phone being confiscated and returned only to a parent/guardian.**
- **Failure to turn phone over to school personnel may result in OSS!**

Clinic
Should you become sick or ill during the school day you should request a pass to the clinic which is located adjacent to Guidance. The school nurse will evaluate you and make every effort to keep you in school. Should your illness require you to go home, a parent/guardian must first be notified (even if you are 18).

Medication (SB Policy
Shenandoah County Public School personnel may give prescription medication to students only with a physician's written order and signed request from the parent/guardian. **Prescription medicine MUST be taken to the nurse or other school official IMMEDIATELY upon entering building. Possession of a prescription drug in school can lead to expulsion.**
Nonprescription medication may be administered to students with written permission from the parent/guardian. High School students may carry one dose of non-prescription medicine with the consent of their parent/guardian

Dress Regulations
Remember that your actions and decisions are a representation of yourself, your parents, and your school. Jewelry, clothing, or accessories that are inappropriate, unsafe, substantially disruptive, excessively revealing, imply vulgar language, or make reference to alcohol, an illegal substance, or contraband will not be allowed. Students violating the dress code will be required to remedy the issue. **Hats, bandanas, or other head coverings (including hoods) may not be worn in the building unless for medical or religious reasons**. Those refusing to cooperate or who continue to violate dress regulations will be subject to disciplinary action.

Food and Drink
Drink and snack machines are available for student use. Be **responsible** for your food and drink by cleaning up any spills that may occur, and by getting to class on time. Being at the snack machine is not an excused tardy. Food and/or drink may be allowed in the classrooms if the teacher allows. **Outside food can not be ordered. .**

Hall Policy
Be responsible with your time in class. Time out of class should be limited. If you are out of class you need to have a **hall pass**. Teachers maintain the right to limit hall passes and the time spent out of class. **If you miss too much instructional time due to being out of the classroom, your teacher may assist you in making up missed instructional time by assigning you tutorial.**

Honor Code/Cheating Policy
Students are expected to be honest and **honorable** in the performance of all assignments. Cheating includes: allowing someone to copy your work, copying the work of others, and plagiarism, on ANY assignment. **Plagiarism is the use of the ideas, wording, or information of another without appropriate documentation, creating the false and misleading impression that the material is the student's own original work.**
Consequences for such action shall be:

- 1st offense – 0% on test or assignment and In-School-Suspension.
- Subsequent offenses – 0% on test or assignment and Out-Of-School Suspension

Internet Use
The privilege of Internet access is available to all **responsible** Generals. Inappropriate use on any computer in the school will cause you to lose this privilege. All students and their parents will be required to sign an Internet Acceptable Use Agreement before students may use the Internet.

Leaving the Building
No student is to leave the school building without permission from the main office.
Students who wish to leave early shall bring a note from a parent to the main office. Students who leave without permission or without properly signing out of the office are subject to disciplinary action. Parents must enter the building, show proper ID, and sign out their child with the attendance officer.

The General Says:
Students are not allowed to leave the building during the school day—including lunch.
Students attending Triplett Tech may not leave the building and then return during lunch.

Library/Media Center
The Library/Media Center strives to be central in the **responsibility** of all Generals to be active readers. The Library Media Center is open from 8:00 – 3:30. Books and other materials may be checked out and renewed as needed. Each student is responsible for those materials and will need to pay a replacement cost if lost or damaged.

Locker Rooms
Students taking physical education classes and athletes are assigned lockers in the locker room. Locks are assigned to each student for the safety of their belongings. Only physical education students or other students under teacher supervision are permitted in the locker rooms during the school day. **Students are encouraged to secure their belongings in the locker room. The school is not responsible for any lost or stolen property.**

Lockers (WILL NOT be used during this year due to safety reasons)
Every student is issued a locker. Students are responsible for the locker assigned to them and its contents. The administration, in accordance with School Board Policy, retains the right to open and search lockers as needed to protect the best interests of the school. **Anything left in the locker after the last day of school will be discarded**. The school assumes no responsibility for any loss or theft.

Lost and Found
The lost and found department is located in the cafeteria. Lost or found items should be reported to the main office as soon as possible. Students are asked not to bring valuables to school for the school is not responsible for lost or stolen items. Unclaimed items are donated to charity at the end of the year.

School Resource Officer (SRO)
Mountain View High School has a school resource officer whose purpose is to assist the administration in providing a safe school environment. The SRO is also available to students who need assistance. The SRO serves as a liaison between the police department, school administration, faculty, and students.

Search and Seizure
To maintain order and discipline in the schools and to protect the health, safety and welfare of students and school personnel, school authorities may search a student, student locker, desk, or student automobile and may seize any illegal, unauthorized, or contraband materials discovered in the search under the circumstances outlined in the School Board policy.

Textbooks/Calculators
Be **responsible** for the textbooks and calculators Shenandoah County Public Schools lends you. You will have to pay for any damage or for lost textbooks or calculators. They are not cheap, so keep good care of the things that are lent to you.

Technology Use

Internet Acceptable Use Policy
Shenandoah County Public Schools

The purpose of the Internet in our schools is to support research and educational activities. Shenandoah County Public Schools' website and e-mail systems are closed forums. Use of the Internet, e-mail and the Shenandoah County Public Schools web site must be consistent with the educational objectives of Shenandoah County Public Schools.

The social, ethical and moral standards which we follow in our daily school life apply equally to our use of the Internet. These include, but are not limited to, the following:

- Be polite, use appropriate language. Do not swear, use vulgarities or other objectionable language.
- Use the Internet for school related activities ONLY.

- Illegal activities are strictly forbidden.
- Do not reveal your personal address or phone number or the personal addresses or phone numbers of others.
- Electronic mail (e-mail) is not guaranteed to be private. People who operate the system have access to all mail. Messages relating to or in support of illegal activities will be reported to the authorities.
- Teachers, Staff, and Students will use only materials that meet the schools' standards for decency and appropriateness for the classroom.
- No material(s) will be distributed, (uploaded or downloaded), without permission of the appropriate school authority.

Each student/staff member accessing the Internet will be trained on the proper uses of the Internet. Use of the Internet is a privilege and inappropriate use will result in a cancellation of those privileges and/or disciplinary action by school officials.

Shenandoah County Public Schools provides access to the Internet for all students, faculty, and staff. Students must have permission from at least one of their parents or guardians to access the Internet at school.

Tobacco Free School (SB Policy JFCH)
Smoking, chewing or any other use of any tobacco product by staff or students shall be prohibited on school property as defined in the Shenandoah County School Board policy. "Tobacco" shall include cigarettes, cigars, pipe tobacco, snuff, chewing tobacco and all other kinds and forms of tobacco prepared in such a manner as to be suitable for chewing, smoking or both. Three days out-of-school suspension is the minimum consequence for this infraction.

Tutorials
Teachers will hold tutorials and will be available to assist students as needed. Teachers reserve the right to require students to stay for remediation **at any time**.

The General Says:
Tutorials are designed to help you get caught up on work and to understand material. If a teacher asks you to attend tutorials you must go. Failure to attend will result in disciplinary action.

Visitors
We welcome parents/guardians of students and other visitors as guests in our building. All visitors must report to the main office when entering the building to sign in and receive a visitor's badge. Students from other schools or graduates are allowed to visit only with prior administrative approval. Visitors must sign out and return all badges before leaving.

Weapons
Carrying, bringing, using, or possessing any firearm, dangerous device, or dangerous or deadly weapon in any school building, on school grounds, in any school vehicle or at any school-sponsored activity without the authorization of the school division is prohibited and grounds for disciplinary action. Such weapons include, but are not limited to, pistol, shotgun, stun gun, taser, revolver, or other firearm listed in the Code of Virginia, designed or intended to propel a projectile of any kind, including a rifle; toy guns and look-alike guns; any dirk, knife, or razor; slingshots; spring sticks; brass or metal knuckles; blackjacks; any flailing instrument which may be known as a nunchahka, nuynchuck, nunchaku, shuriken, or fighting chain; any disc of whatever configuration, having at least two points or pointed blade, and which is designed to be thrown known as a throwing star or oriental dart; explosives; and destructive devices as defined in the Code of Virginia.

YOUR EXTRA CURRICULAR ACTIVITIES AS A GENERAL

Assemblies and Dances
Assemblies are opportunities for Generals to celebrate the accomplishments of their classmates, listen to guest speakers, or experience learning outside of the classroom.

- **Responsible** Generals sit attentively during assemblies, clap/cheer at appropriate times, listening attentively to our guests and allowing them to feel welcome in our school.

Dances are held for the entertainment and recreation of those Mountain View High School students who have shown the traits of outstanding Generals. This privilege is extended to 8th, Freshmen, Sophomores, Juniors, and Seniors. Middle school students are prohibited from attending. Prom is a dance in which the privilege of attendance is extended only to Juniors, Seniors, and their guests. Any student bringing an out-of-school guest must have a guest slip signed by an administrator prior to the dance. The student presents the guest slip at the door the night of the event.
At all dances students are expected to maintain themselves with **honor**. All school rules remain in effect, including dress code, appropriate displays of affection, and appropriate manner of dancing. Once students leave from an activity, they will not be readmitted.

Clubs
All Generals are expected to be involved in their school. Clubs are an exciting way to do that. Clubs meet on Wednesdays throughout each month during lunch.

Which club(s) will you choose?

Art Guild/National Art Honor Society
Art Guild is for students with a high interest in art who are enrolled in an art class first or second semester. During a student's first year of art, he/she may qualify for continuing membership without enrolling in art again. (Highly motivated and skilled students may submit a portfolio of 6 pieces showing a variety of work as a substitute for enrolling in Art 1.) Art Guild provides art services to the school and community, and explores topics in their meetings with guest speakers, demonstrations and art activities that may extend beyond the school day. National Art Honor Society candidates are chosen from Art Guild members who qualify with grade point average, art scholarship, art courses, and honors qualification.

Chess Club
The purpose and goal of the Chess Club is to provide a setting for students to come together in a social setting to learn and play the game of chess. In sharpening their chess skills, students are acquiring important intellectual skills including independent thinking, strategy, logic, problem solving, and flexibility.

(FCCLA) Family Career and Community Leaders of America
Family, Career and Community Leaders of America is a national Career and Technical Student Organization that provides personal growth, leadership development, and career preparation opportunities for students in Family and Consumer Sciences education.

(FFA) Future Farmers of America

Participation in the Mountain View High School FFA builds leadership skills for life, reinforces instruction, recognizes excellence and gives students opportunities to make a positive difference in their school and community. The FFA goes far beyond farming by providing opportunities to travel, participate in contests, participate in community service projects, earn awards, attend leadership functions, serve as an officer, develop communication skills, meet new people and have fun. Students who take Agriculture classes are eligible for membership.

(NHS) National Honor Society

The purpose of the Mountain View Chapter of the National Honor Society is to create enthusiasm for scholarship, to stimulate a desire to render service, to promote leadership, and to develop character in students. To be considered for membership in the NHS, a student must be a junior or senior and must have attended MVHS for one full semester or its equivalent. A cumulative grade point average of 3.75 (unrounded) will begin consideration for membership. Students who qualify academically are invited to submit their qualifications (experience regarding service, character, and leadership). The faculty council meets, gathers information about each applicant, and decides which students will be admitted to the NHS. Once installed as a member, a student is expected to maintain the standards, which qualified him/her for membership, and to provide service and leadership to MVHS.

> **Qualifications Summary for NHS Membership** Scholarship: 3.75 cumulative GPA
> *Leadership: 3 examples of leadership roles
> *Service: 3 examples of volunteer experiences
> *Character: Be a good citizen who is trustworthy, respectful, responsible, and fair
> *beginning with the 9th grade

Interact Club

The Interact Club is sponsored by the New Market Rotary Club, which is part of an international philanthropic service organization that provides humanitarian service, encourages high ethical standards and helps to build goodwill globally.
Interact Club members are a team that works together on school and community service projects. Members are encouraged to develop leadership skills and personal integrity, create awareness of the importance of home and family and emphasize the acceptance of individual responsibility as the basis of personal success, community improvement and group achievement.

(SCA) Student Council Association

The SCA is our student government and all students are members. The SCA organizes Homecoming, which includes lunch time activities, dress-up days, the dance, and everything imaginable! The SCA sponsors activities throughout the year for school spirit and to benefit various charities. The officers also function as a liaison between students and administrators.

World Languages Club

The World Languages Club is organized to give students an insight into different cultures through a variety of activities. The club is open to any student currently or previously enrolled in Spanish or French or who speaks a language other than English.

Driver Education

Driver Education consists of 36 hours of classroom and 14 hours of behind-the-wheel instruction. The classroom phase is given during the tenth grade Health and P.E. class. Upon successful completion of the classroom phase and the acquisition of a Virginia Learner's

Permit, students may register with the county Driver Education Instructor for behind-the-wheel instruction. This takes place outside of school hours. A fee is charged

Field Trips
Field trips are planned by the various teachers to supplement their instructional program. Written parental permission is required for all students prior to participation in any field trip. Students should remember that they represent themselves and the student body of Mountain View High School. All rules of conduct at school apply on field trips. Students are responsible for making up work they miss while participating on a field trip.

Sports and VHSL Participation
Students may participate in sports and VHSL sponsored events under the following provisions:
1. The student is enrolled in at least three block courses offered for credit toward graduation requirements.
2. The student has successfully completed three courses in the previous semester.

The following VHSL/Sports and Activities are offered at MVHS. Which one(s) will you choose?

Fall	Winter	Spring	Academic
Cross Country	Boys' Basketball	Baseball	Debate
Cheerleading	Girls' Basketball	Boys' Soccer	Forensics
Football	Cheerleading	Girls' Soccer	Literary Magazine
Golf	Swimming	Softball	Newspaper
Volleyball	Wrestling	Girls' Tennis	Scholastic Bowl
		Track and Field	Yearbook

YOUR ACADEMICS/ GRADES AS A GENERAL

Guidance/School Counseling Center (477-2664)
The school counseling department is available for academic, career, and personal/social counseling. No student will be required to participate in any counseling program to which the student's parents object. The guidance department has extensive career, college, and scholarship information and resources available.

8th, **9th & 10th grade counselor:** Michelle Swab
11th & 12th grade counselor: Melanie Schlabach
Registrar: Sarah Swartz

Grading Policy
As a General it is your **responsibility** to **persevere** through difficult classes, tasks, and assignments to earn the grade a teacher assigns you. You should expect a "hand up" from your teachers, but never a "hand out". Teachers are charged with the sole responsibility for determining the level of performance of a student in a specific course. They may use a variety of instruments in making this determination such as tests, quizzes, class work, homework, projects, papers, final examinations, etc. The SCPS grading scale is:

A	90 – 100	**D**	60 – 69
B	80 - 89	**F**	0- 59
C	70 – 79		

Report Cards and Progress Reports
Students receive a report card at the end of each semester. Progress reports are distributed to every student every 22 days from each teacher.

Grade Level Placement
A student's grade level is determined by the number of credits earned from successful completion of high school courses and number of years in high school.

Freshman	0 credits; complete 8th Grade	**Junior**	11 credits
Sophomore	6 credits	**Senior**	16 credits

Schedule Changes
Careful attention to the course offerings booklet and registration procedures will ensure successful class scheduling. Schedule changes can be made in Guidance. **A student has six days at the beginning of each semester to complete a schedule change. Only one set of changes may be made during this time. 8th grade schedules will not change.**

Diplomas and Graduation requirements
Information regarding graduation requirements and specific diploma course requirements is available through the Guidance Office and the Virginia Department of Education website: www.doe.virginia.gov/instruction/graduation/index.shtml

Locally Awarded Verified Credit
The Shenandoah County School Board may award verified credits toward a **standard diploma** in Reading, Writing, Mathematics, Science and History/Social Sciences to students. To be eligible, a student must pass the course, score within a 375-399 scale score range on any administration of the SOL test at least twice, and complete the appeal process through the school guidance counselor. Students entering 9th grade in 18-19 and beyond, have a maximum of 1 LAVC. Students who entered 9th grade prior to 18-19 can have a maximum of 3 LAVC's. Students who have an IEP/504 do not have a maximum.

Appeal Process - The Shenandoah County School Board appoints a local review panel. The local review panel will review information which provides evidence of the student's achievement of adequate knowledge of the Standards of Learning content. The panel will have discretion in determining the information it will consider. That information may include, but is not limited to, results of classroom assignments, division-wide exams, course grades, and additional academic assignments (e.g. papers, projects, essays, or written questions) as the panel deems appropriate. Based on the evidence it reviews, the local review panel may award or deny the verified credit.

Computation of Grade Point Average (GPA)
The **Grade Point Average** (GPA) will be used to determine class rank, valedictorian, salutatorian, honor graduates and membership in the National Honor Society. A student's overall GPA is computed by totaling all grade points earned and dividing by the total number of credits attempted. **Note:** Courses that earn multiple credits also earn multiple grade points. Courses offered as AP classes and Dual Enrollment classes will be weighted when figuring the GPA because they are more academically rigorous and require a greater amount of work for course completion than other courses. **A 60% or greater is required for a student to earn credit.**

Earning Academic Honors
Academic Letter
Academic Letters are awarded to students when their GPA is 3.5 or greater and the student has no semester/yearly grades below 80%. The first year that a student qualifies, he/she receives a letter, and in subsequent years, a bar. The National Honor Society will recognize students for their academic accomplishments.

Honor Roll
To be named to the A Honor Roll for a particular grading period, a student must have earned a 90 or above average in each course. To be named to the AB Honor Roll, a student must have earned an 80 or above average in each course.

Honor Graduate
To earn Magna Cum Laude distinction for graduation, a student must have an overall GPA of at least 4.0; to earn Cum Laude distinction, a student must have an overall GPA of at least 3.75. To receive the honor of being valedictorian or salutatorian for the class of 2019, 2020 or 2021, a student must have earned at least the last fourteen credits from the school from which he/she is receiving the honor. A student who accelerates his/her program of study and graduates in less than four years is not eligible for this honor. Final grade point averages for graduating seniors will be calculated at the end of the school year when all grades are submitted and stored. Our goal is to recognize top academic students by using a fair system based upon achievement of a standard. Beginning with the 2018 – 2019 ninth grade class (Graduating class of 2022 and beyond) top academic students are to be recognized by each high school based on the following criteria established by SCPS.

- *Distinguished Graduates: Students earning Magna Cum Laude distinction by having an overall GPA of 4.0 or higher.*
- *Honor Graduates: Students earning Cum Laude distinction by having an overall GPA of at least 3.75.*

Commencement (Graduation) Participation Requirements
Graduation is the culminating event for the students of the Shenandoah County Public Schools and is a treasured moment for all students meeting the requirements for their diplomas. In order to preserve the honor of participation in the commencement ceremony, **only those students meeting the requirements for graduation prior to the ceremony will be allowed to fully participate in graduation.**

Scholastic Records
Shenandoah County Public Schools maintain scholastic records on all students enrolled. These records are developed, maintained, and stored in a confidential manner in a secure location. Parents or eligible students who wish to review their records shall make a request to the principal. Information will be released without parental consent when the student transfers to another school division unless prohibited by applicable law. Scholastic records may be released to state or local law enforcement officers and agencies responsible for protective services to children or students who are involved with these agencies. Parents, guardians, and eligible students may request that directory information not be made public or released to others. A document entitled, "Management of the Student's Scholastic Record" and School Board Policy File: JO "Student Records", explains the collection, maintenance, security, use, disclosure, and content of scholastic records.

DISCIPLINE

If you would happen to fail to live up to the standards of being a General, you may be referred to the office. During that time we will discuss your behavior, allowing you the opportunity to identify the inappropriate behavior and come up with a plan of action to solve the problem. That plan of action may include actions such as an RC referral, lunch detention, the opportunity to serve your school through light custodial work, ISS, or OSS. Parents will be contacted by phone and/or letter identifying the infraction and the consequence if the infraction results in ISS or OSS.

RC - Restricted Classroom
No student has the right to disrupt the learning process of others. Should a student become disruptive, the teacher may ask him/her to report to the Restricted Classroom. This is a designated time-out site with adult supervision. Before a student returns to class, he/she is responsible for writing a plan of action to prevent further disruptions and meet with the

teacher to discuss the plan. **If a student does not reflect appropriately on the poor choices that were made, and write a quality plan or schedule an appointment with the teacher in a timely manner, additional disciplinary action will be necessary.** Disruptive behavior in the Restricted Classroom will result in ISS or OSS.

Detention

Students with less serious violations of school rules may be assigned lunch detention. Students are required to bring work assignments to be completed during this time. Lunch detention is held daily during A and B lunch. Failure to serve assigned detentions will result in further disciplinary actions.

ISS - In-School Suspension

Students are assigned ISS for serious infractions of school rules and/or policies. A refusal to serve or failure to serve properly will result in suspension from school. Teachers will provide students with missed work for the assigned day in order for the student to be adequately prepared to return to class. Students are required to complete all assignments thoroughly and accurately in ISS. **Any assignments assigned in ISS will be due the next regularly scheduled class period.**

ASC/OSS – Alternative Suspension Center/Out-of-School Suspension

Offenses of a serious nature will result in ASC or out-of-school suspension. Students are not allowed on school property or at school-related activities for the duration of their suspension. Students are allowed to make up missed work due to a suspension under the same guidelines as an absence.

Restricted Classroom and ISS Procedures

The rules and procedures for students in the Restricted Classroom and ISS are as follows:

- Students should bring all materials to the assigned area.
- Students may not talk or communicate with other students for the duration of their stay.
- Students are to remain seated and working at all times.
- No phone use while in the RC room.
- Food, gum, and drinks are not allowed