

GRAYSON COUNTY HIGH SCHOOL
340 SCHOOLHOUSE ROAD
LEITCHFIELD, KY 42754
270-259-4078

MISSION

The mission of Grayson County High School is to create and maintain a supportive learning environment in which students, parents and staff set high expectations for academic achievement and develop the mutual respect necessary for all students to become responsible, contributing citizens.

TO REPORT ABSENCES,
270-259-5840

THIS BOOK BELONGS TO:

NAME _____

ALMA MATER

**GRAYSON COUNTY HIGH SCHOOL
STUDENTS
FORM A FRIENDSHIP TRUE;
THESE FOUR YEARS ARE SPIRIT FILLED
FOR
THE GREAT ORANGE AND BLUE.**

**AS WE GO DOWN LIFE'S PATHWAYS
WE SHALL OFT RELY
ON THE FRIENDS AND MEMORIES OF
GRAYSON COUNTY HIGH.**

**ALMA MATER! ALMA MATER!
DEAR TO THE HEARTS OF ALL;
GRAYSON COUNTY COUGAR COUNTRY
WE SHALL E'ER RECALL.**

Co-Authors...Mrs. Wanda Kinser and Clyde Patrick Logsdon
Arranged by...William Dean Smith

WELCOME

The faculty and administration welcome you to Grayson County High School. We hope that you take advantage of the many opportunities, both academic and extra-curricular, that are provided at Grayson County High School. We want you to feel that this is your school and hope you will become a vital part of this school. Your cooperation and leadership will help our school improve and keep Grayson County High School a quality school. If at any time, you have questions or problems that we can help you solve, please feel free to stop by our offices or classrooms and discuss them with us.

PHILOSOPHY AND OBJECTIVES

We believe that the school is a public institution, which exists for the purpose of enhancing the development of each member of the community which it serves. Since education is a continuing process and change is inevitable, our school - its philosophy and curriculum - must be constantly re-evaluated. The school should provide each pupil with the necessary background to pursue higher education, to enter technical or skilled occupation training, or to be prepared to enter the labor force at a level of employment equal to his/her own potential.

We believe that each pupil should be provided with the opportunity and encouraged to learn to enjoy the privileges and to accept the responsibilities of citizenship. The pupil should develop an appreciation of our social and cultural heritage encouraging the contribution to the development of the future. We should channel the pupil's energies, thereby enabling him/her to attain success in his/her undertakings and to achieve adaptability relevant to his/her peers and to his/her immediate society.

Grayson County High School will seek:

1. To provide a suitable building with an atmosphere in which learning is encouraged to take place.
2. To provide situations and opportunities for students to acquire the basic tools of learning.
3. To provide students with the tools they will need for their future vocation.
4. To provide a wide variety in the curriculum to allow for the individual needs of all students.
5. To teach students how to participate in a democracy as active, functioning citizens.
6. To develop a sense of respect for authority.
7. To develop an understanding of our social and cultural heritage.
8. To provide a learning situation that encourages each student to strive for maximum achievement.

STATEMENT OF NONDISCRIMINATION

Grayson County High School does not discriminate in any of its programs, activities, or policies against any student on the basis of race, color, national origin, age, religion, marital status, sex, or handicap.

GENERAL INFORMATION:

ADMISSIONS

In order to be enrolled at GCHS, a student must show evidence of legal residency and guardianship in Grayson County, and present up-to-date immunization and physical exam records. All transfer enrollments are temporary pending a complete review of all records from the student's previous school. A student may be enrolled on probationary status where certain conditions dealing with behavior, academic performance, and/or attendance may be stipulated. No student who has been expelled or suspended from another district will be allowed to enroll.

DISTRICT-WIDE ATTENDANCE POLICY GRAYSON COUNTY SCHOOLS

School attendance is essential for students to take full advantage of the educational opportunities offered by the schools in our district. We firmly believe that attendance is a student-parent/guardian responsibility. The intent of this policy is to provide a structure whereby students can gain maximum benefit from the instructional program. All students are expected to attend school every day the school is in session.

If possible, parents or guardians should call the school on the day the student is absent by 9:00 A.M. If parents know in advance of their child's absence for a given date, please notify the school. Early notification may provide staff ample time to prepare for your student's absence, such as homework or beginning procedures for Homebound placement.

When a student must be absent from school for illness, death in family, communicable disease, injury or other unforeseeable emergency, it is the responsibility of the parent/guardian to write a note to the school where the student is enrolled to inform the school of the reason for absence.

A parent and/or doctor's note should be sent to school with the student upon returning from being absent. The written excuse shall include full name of student, date or dates, reason and full signature of the parent and/or doctor.

If, due to an illness or an injury, it is believed by school personnel that a student will be absent from school for a week or more, efforts are to be made to place that student on homebound instruction. Homebound applications, to be completed by parent and the attending medical authority, will be provided by the school or Director of Pupil Personnel.

Absences will be excused for the following reasons:

--Doctor's excuse

- Death in family
- Family emergencies
- School sponsored trips
- Other justified reasons as determined by the Principal.

After eight absences for illnesses, accompanied by parental notes, any subsequent absences for illnesses must have a doctor's statement to be excused. At this point, a letter will be sent to parents informing them of this information.

A letter will be sent to the home following three (3) unexcused absences or tardies informing them of the student's truancy.

Any student that has accumulated a minimum of three (3) unexcused absences or tardies may be referred to the Director of Pupil Personnel. Note: high school students have five (5) school days after returning to school to bring in a note to have an absence excused.

TARDY POLICY

All students are expected to be on time to school and each class through out the school day. Each unexcused tardy a student receives will result in disciplinary action. Tardies are to be dealt with in the following manner:

- Tardies 1-3: One (1) hour detention
- 4-6: Two (2) hour detention
- 7-9: Three (3) days ICE-letter to DPP
- 10: Two (2) day suspension
- 11: Suspension and referral to AEC

Note: Students, who elect not to ride the school bus, but instead choose to drive to school, must be here on time. Failure to be here on time will result in a tardy, regardless as to why the tardy occurred.

COLLEGE VISITATION FOR SENIORS

Each senior will be allowed one college visitation trip, which must be prearranged through the senior counselor. To obtain an excused absence, the student must present the counselor approval note and verification from the college upon return to school.

CHECKING OUT

No student, regardless of age, is allowed to leave GCHS at any time during the normal school day without permission from his/her parent or guardian and permission from the office. Personal business should be conducted prior to and after school hours. Students may leave for a doctor or dentist appointment, personal illness, school activities, or emergencies (which have been approved by the office). A student may leave only with their parents unless they drive their own vehicle. Students will not be allowed to leave with other students, or boyfriends/girlfriends who are out of school. A record will be kept of students checking out of school. When this becomes excessive, a conference with parent may be required.

ONE SCHEDULE

Monday, Tuesday, Thursday and Friday

Upperclassmen

A Block	7:55-9:26	
	9:26-9:32	Passing
B Block	9:32-11:03	
	11:03-11:09	Passing
C Block	11:09-1:10	
	1:10-1:16	Passing
D Block	1:16-2:42	

Freshmen

	7:55-8:39	1 st Period
	8:39-8:42	Passing
	8:42-9:26	2 nd Period
	9:26-9:32	Passing
	9:32-10:16	3 rd Period
	10:16-10:19	Passing
	10:19-11:03	4 th Period
	11:03-11:09	Passing
C Block	11:09-1:10	
	1:10-1:16	Passing
D Block	1:16-2:42	

Lunch Schedule

	11:09-11:37	1 st Lunch
	11:40-12:08	2 nd Lunch
	12:11-12:39	3 rd Lunch
	12:42-1:10	4 th Lunch

Tone Schedule

Wednesday

Upperclassmen

A Block	7:55-9:10	
	9:10-9:16	Passing
	9:16-9:41	Activity Class
	9:41-9:47	Passing
B Block	9:47-11:03	
	11:03-11:09	Passing
C Block	11:09-1:10	
	1:10-1:16	Passing
	1:16-2:42	D Block

Freshmen

	7:55-8:31	1 st Period
	8:31-8:34	Passing
	8:34-9:10	2 nd Period
	9:10-9:16	Passing
	9:16-9:41	Activity Class
	9:41-9:47	Passing
	9:47-10:23	3 rd Period
	10:23-10:26	Passing
	10:26-11:03	4 th Period
	11:03-11:09	Passing
C Block	11:09-1:10	C Block
	1:10-1:16	Passing
D Block	1:16-2:42	D Block

Lunch Schedule

	11:09- 11:37	1 st Lunch
	11:40-12:08	2 nd Lunch
	12:11-12:39	3 rd Lunch
	12:42-1:10	4 th Lunch

CORRESPONDENCE WORK

Correspondence work will not be accepted for graduation requirements unless the student would not graduate with their class without the credit. They cannot be used toward early graduation.

Any correspondence work to be used toward graduation and to walk through the line must be completed by May 1st and final test taken and passed by May 15th in order to be used for graduation in the year intended.

CREDITS

Students may earn one-half credit in each of the following classes: driver's education, health and P.E. All other classes earn one full credit.

GRADING SCALE

The Grayson County School System has adopted the following grading scale:

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

Advanced Placement (AP) classes will be assigned weight when determining student grade point averages (GPA) and will affect student's rank in their class. An addition of 1 quality point will be added to grades A through D. For example, a C in all classes except AP classes receives 2 quality points, but in an AP class a C will receive 3 points (the same as a B in other classes).

HALL PASSES, PERMISSION TO LEAVE CLASS

Students will not leave any class without a hall pass. Each student must have an individual hall pass. This book serves as your official hall pass. Keep it with you at all times. You are not allowed to use another student's planner for your hall pass. A student must have their teacher's permission to be out of class for any reason. This includes going to the nurse, counselor, rest room, etc.

STUDENT SEARCHES

Any student's person, locker, and/or vehicle may be searched if a reasonable suspicion exists that the search will yield: weapons, drugs/alcohol, stolen property, or any other evidence related to illegal activity. Grayson County High School, in cooperation with the Grayson County Sheriff's Department, will conduct random, unannounced K-9 assisted searches of lockers and vehicles throughout the year.

REQUIREMENTS FOR GRADUATION

A Student must complete 7 1/2 full semesters of course work in order to graduate and earn credit in the required classes.

Class of 2006-2009

4 Credits of English (English I or English I A, English II or College Prep English II, English III, CP English III, or AP English III, English IV, CP English IV, or AP English IV)
3 Credits of Math (Algebra I Part B or CP Algebra I Part B, Geometry or CP Geometry) At least one math class must be taken per year through the junior year.
4 Credits of Social Studies (Freshman Social Studies, World Civilization, US History-11th grade) and one social studies elective
3 Credits of Science (Integrated Science or CP Integrated Science, Biology or CP Biology, Chemistry or CP Chemistry) At least one science class must be taken per year through the junior year.
1 Credit of Arts and Humanities (no substitutions)
½ Credit PE I
½ Credit Health
11 Electives
27 Credits total for graduation plus a completed Writing Portfolio

Class of 2010 and beyond

4 Credits of English (English I or English IA, English II, or College Prep English II, English III, CP English III, or AP English III, English IV, CP English IV, or AP English IV)
3 Credits of Math (Algebra I Part B or CP Algebra I Part B, Geometry or CP Geometry) At least one math class must be taken per year through the junior year.
4 Credits of Social Studies (Freshman Social Studies, World Civilization, Human Geography, US History-11th grade)
3 Credits of Science (Integrated Science, CP Earth and Space Science, Biology or CP Biology, Chemistry or CP Chemistry) At least one science class must be taken per year through the junior year.
1 Credit of Arts and Humanities (no substitutions)
½ Credit PE 1
½ Credit Health
11 Electives
27 Credits total for graduation plus a completed Writing Portfolio

Promotion Standards

<u>No of Credits</u>	<u>By:</u>	<u>Grade</u>
Fewer than 6	8/1/07	Freshman
6 or more	8/1/07	Sophomore
At least 12	8/1/07	Junior
At least 19	8/1/07	Senior

PORTFOLIO REQUIREMENTS FOR GRADUATION

A completed Writing portfolio will be a graduation requirement. Any student whose portfolio is evaluated as incomplete will not be allowed to participate in graduation exercises and will be required to return to summer school to complete his/her portfolio to the satisfaction of a reviewer. At that time the student will receive his/her diploma. A student may request a waiver of the graduation requirement concerning portfolio completion to a committee of his/her senior year teachers.

STUDENT SCHEDULE CHANGES

Students' schedules will be changed for these reasons: conflicts in schedule; a class scheduled, which has already been completed; and incomplete schedules. All schedule changes must be made through the counselor's office. Both teachers involved and the counselor must sign all changes.

VISITORS

Parents are not only welcome to visit GCHS but are encouraged to do so. If a conference is desired with any of the school personnel, please call the office to establish a time for the conference. All visitors are to check in at the office. Students' children are not to be brought to school. Unauthorized people in the school building or on the school grounds will be charged with trespassing. No student visitors are permitted. **All** visitors must enter the building through the lobby entrance only.

WITHDRAWING FROM SCHOOL

As soon as a student knows he/she is going to withdraw from GCHS, he/she should notify all his/her teachers and the guidance office. This allows time for the completion of work that may be needed for credit. Failure to withdraw properly may result in current grades and transcript not being sent to the school to which the student is transferring. The form to be completed when withdrawing can be obtained in the counselor's office. All books must be returned and all other obligations must be taken care of before any student can officially withdraw.

THE PRE-COLLEGE CURRICULUM

The Pre-College Curriculum is a special group of courses adopted by the Council on Higher Education and endorsed by the Council on Independent Kentucky Colleges and Universities, which is required, along with completion of high school and taking the ACT, for unconditional admission to the public universities of Kentucky. The Pre-College Curriculum is a minimum requirement. Some colleges and universities may have additional requirements for unconditional admission.

See your guidance counselor for a copy of the most current requirements for the Pre-College Curriculum.

PRE-COLLEGE CURRICULUM

English/Language Arts-4 credits required

English I
CP English II
CP English III (or AP English III)
CP English IV (or AP English IV)

Mathematics-3 credits required

CP Algebra I B
Algebra II
CP Geometry

Science-3 credits required

Credits to include life science, physical science, and earth/space
Science (at least one lab course)

Social Studies–3 credits required

From U. S. History, Economics, Government, World Geography and
World Civilization.

Health-1/2 credit required

Physical Education-1/2 credit required

History and Appreciation of Visual, Performing Arts-1 credit required

History and appreciation of visual and performing arts or another arts
course that incorporates such content.

Nonnative (Foreign) Language-2 credits required in the same foreign
language or demonstrated competency.

Effective date: Fall 2004 semester

Electives-5 credits required (3 rigorous)

Recommended strongly: 1 or more courses that develop computer
Literacy

Total Credits 22

17 required credits; 5 elective credits.

Rigorous electives should have academic content at least as challenging as that in courses required in the minimum high school graduation requirements. These electives also should be in social studies, science, math, English and language arts, arts and humanities, nonnative (foreign) language, and above the introductory level in agriculture, industrial technology, business, marketing, family and consumer sciences, health sciences and technology education and career pathways. Electives in physical education and health are limited to one-half unit each.

CLUBS

The following clubs are presently organized at GCHS: National Honor Society, Beta Club, Jr. Beta, Fellowship of Christian Athletes, FFA, FCCLA, Student Council, Just Say No, VICA, DECA, HOSA, Pep Club, Youth Crime Watch, Arts Club and TSA. Information on how to join clubs will be made available prior to the first meeting of the school year.

Guidelines for Club Meetings:

1. All clubs will meet during the activity block.
2. Executive meetings will be held during the activity block or after school.
3. Club sponsors will turn in a roster to the principal and present club members with club cards.
4. Club sponsors or executive members will post bulletins of club meetings and club events after each meeting for those unable to attend.

STUDENT INSURANCE

Students are encouraged to take the student accident policy. All athletes, cheerleaders and band members are required to take the policy.

REPORT TO PARENTS

Parents can expect to receive periodic reports on their child's academic progress. Report cards will be mailed to parents at the end of each quarter and progress reports will be given to students to take home to parents after 4 ½ weeks of a quarter. Thus, parents will be receiving reports of some type eight times per school year. Certain attendance, discipline and bus reports may be sent out at any time.

SCHOOL BUSES

Bus transportation is a privilege provided for the benefit of our students. Routes have been adjusted to provide for the best possible service to you. Each student who rides a bus is responsible for knowing and abiding by the school bus regulations. Misconduct on the bus is subject to the same disciplinary measures as misconduct in school, including suspension from riding the bus.

TEXTBOOKS

Textbooks will be issued to all students free of charge. However, the responsibility for the care and return of all textbooks rests with the student. Textbooks are to be kept clean and handled carefully. Be sure your name is written in the books in case they are misplaced. All textbooks are to be returned at the end of the year. Students are responsible for lost, damaged, or stolen books.

HOMEBOUND

If a student is hospitalized or must stay at home to recover from an illness for an extended period of time, that student could be placed on

homebound. In all cases, a physician must verify the need for homebound placement. Applications for homebound are made to the Director of Pupil Personnel at the Central Office.

SENIOR SCHOLARSHIPS

In the early part of the spring semester, seniors need to check with the Senior Counselor regarding available scholarships. Many applications can also be obtained from the guidance department. Don't wait until the last minute! Be sure to meet the deadlines.

LUNCH

Forms for free and reduced breakfast and lunch will be distributed the first day of school. These forms should be returned during the first week of school. Breakfast is served from 7:30 AM to 7:50 AM daily. Students will go to the commons with their Block C class to eat lunch. All students will stay in the commons whether they eat lunch or not. Corridors A and B and corridor C past the rest rooms are off limits during lunch. All food is to be eaten in the commons. Bottled water is the only drink allowed to be taken from the commons. Each student must return his/her tray after eating. Students are expected to act like young adults and practice general rules of good manners. Vending machines can only be used after school.

LOCKERS

Lockers will be assigned to students at the beginning of the year. Each student will be assigned a locker. A locker is not a safe. Articles of value should not be left in lockers. The lockers are the property of GCHS and may be searched at any time by authorized school personnel. The school is not responsible for stolen items. Lockers that do not lock or otherwise malfunction should be reported to the office immediately.

TELEPHONES

School phones are to be used for school business only. Students will not be called out of class for phone calls except in an emergency. There are pay phones in the lobby for student's use after school. There is a three- minute limit for phone calls. If the phones are abused, they will be turned off.

LOST AND FOUND

Any library book that is found should be returned to the library. Other articles that are found should be turned in to the Family Resource office. Anyone who has lost something should inquire in the FRC office for it.

LIBRARY

Use of the library should be a very enjoyable and profitable experience for every student. Any student wishing to use library materials, outside of scheduled classes, must present a student planner, which has been signed by his/her current classroom teacher. They will also need to sign in at the circulation desk and then back out when they

leave. To use the library for research purposes during Activity Block, students must obtain a pre-approved pass from the teacher they are going to be doing research for. The library staff will then sign it and the student must present the pass to the activity teacher for a signature and then sign in when they arrive. This must be done before the Activity Block begins. The library will not sign passes after A block.

All books should be checked out at the circulation desk. Books in the general collection and paperback collections may be checked out for ten (10) school days. They should be returned by the date recorded on the date due slip found in the back of the book. This is the student's responsibility. If additional time is needed, books should be returned and renewed. A fine of five (5) cents per school day is charged for overdue books in the general collection. Books from the reference collection may be checked out during the last fifteen minutes of the school day for overnight use only. They must be returned before A block the next day. A fine of twenty-five (25) cents will be charged for overdue reference books.

Students will be notified of overdue books. Overdue notices will be given to their English teacher or Activity teacher. Immediate attention should be given to overdue books. If necessary, students' names will be given to the office for further action. Again, the student is responsible for returning books on time.

If a book is lost or destroyed, the student is expected to pay for the book. The cost of a book from the paperback section (PB) is \$5.00, from the general collection is \$10.00, and from the reference collection (R) the cost is \$20.00. Audiocassettes are now available for the accelerated reading program. They are expensive and must be replaced at full cost if a tape is lost or damaged.

The library subscribes to many magazines and newspapers. We also subscribe to several on-line databases such as, Electric Library, SIRS and Discovering Collection. These are available for use by the students during the school day. All magazines are kept on file for a period of five (5) years. Magazines, newspapers, and vertical file materials are available for student use. There is also a copy machine where students may copy articles and research materials at a cost of 10 cents per copy.

The Internet is available for student use in the library. Students must have a signed consent form for Internet use on file at the school. The Internet is used for research purposes. Inappropriate use may result in the student losing their Internet privileges. Printing is free as long as it is for classroom use. Personal materials will cost ten cents per page. The library staff appreciates the good citizenship and pride in our school displayed by the majority of the students. Persons using the library should be considerate of others in caring for furniture, equipment, and materials.

COUNSELORS

A major goal of our educational system is the individual development of each student. The function of the guidance counselor is consistent with this goal, namely, to help students become productive, self-reliant individuals who will be able to fill a useful role in today's society.

Some of the major functions performed by the school guidance counselor include assisting students in their educational, vocational and social planning. In order to fulfill these functions, the guidance counselor is trained to provide both individual and group counseling.

Each student is encouraged to visit with a counselor frequently during his/her high school career. Students who wish to see the counselor may go to the counselor's office before school, during lunch, or they may go during class with their teacher's permission.

TESTING

All students who enter college must take a college entrance exam, either the ACT or SAT. Students should check with the school they plan to attend to determine which of these exams should be taken. Both tests are given five times a year at various sites throughout the state. The results have a bearing on college and university admittance and scholarships. Applications are available in the counselor's office.

Beginning in the 2007-08 school year all juniors will be required to take the ACT exam. The exam will be given in the spring at GCHS during the regular school day. There will be no charge for juniors to take this exam and scores will be college-reportable.

A practice college entrance exam, the PLAN, is required for all sophomores. The test is given at GCHS during the school day and there is no charge for sophomores to take the test. The test is designed to provide tenth graders with comprehensive, detailed information needed to build solid educational and career plans. It includes a study skills assessment, interest inventory, and a section for student-reported needs, plans and goals. It also provides an early indication of readiness for the ACT exam.

The PSAT exam is a practice SAT exam and is given on a voluntary basis to juniors. Taking the PSAT exam is the first step in the process, which can lead to a student being selected as a National Merit Scholar, and is the test students must take to enter the competition to become a Governor's Scholar. The test will be given at GCHS on Saturday, October 20, 2007. There is a student paid fee of \$12.00 required to take this test.

Information pertaining to any of these tests may be obtained in the counselor's office.

NURSE'S OFFICE

The nurse's office is located next door to the counselor's office. The office is open from 8:00 AM to 3:00 PM each school day. The nurse is present on Monday and Friday and the nursing assistant is present at all other times. All students must have a note from their teacher for admission to the nurse's office. This note should include the date and time the student left the classroom. The note will be returned to the teacher with the time the student leaves the nurse's office. Every student must have on file in the nurse's office a physical examination form completed by his/her family doctor, an up-to-date immunization

certificate. Notes will be sent home periodically informing you if you need to update any of these requirements.

Every student who participates in interscholastic sports must have a physical examination each year. At this time, these physicals are given free of charge. The physicals will be given on one day only for each seasonal sport (fall, spring, and summer) and you must make an appointment for this physical. Any student who missed this scheduled appointment will be responsible for obtaining it from his/her family doctor at his/her own expense. Announcements will be made for two weeks prior to each physical exam date.

Any student who must take medication during the school day must bring the medication in its original container to the nurse's office with a note from his/her parent or guardian requesting that this medication be given. Forms are available in the nurse's office for this purpose. All such medications will be kept in the nurse's office.

Have a safe and healthy school year.

EXPECTATIONS

STUDENT CONDUCT

Insolence or disrespect of any kind will not be tolerated. Students of GCHS are young adults and are expected to act like young adults at school and at school activities. Students are expected to cooperate with the teacher and fellow students in class and to participate to the best of their ability. Excessive displays of affection (inappropriate touching, kissing, hugging) will not be permitted. Students will not bring objects to school which may be considered a weapon or which may be dangerous to the safety of others (knives, sharp objects, fireworks, ammunition, etc.). Any student found to be in possession of a dangerous weapon or firearm will be referred to the Superintendent/School Board for review and possible expulsion. Students will not be allowed to use or have in their possession tobacco products. (NO SMOKING, NO CHEWING, NO SNUFF) Such products are subject to confiscation by school personnel. There will be absolutely NO candy sales before or during school.

HARASSMENT POLICY

The following conduct is prohibited:

1. Name calling, stories, jokes, pictures, or objects that are offensive to one's gender, race, color, national origin, religion, or disability;
2. Unwanted touching, sexual advances, requests for sexual favors, and spreading sexual rumors;
3. Members of one gender being subjected to sexual remarks of the other gender in the context of the classroom;
4. Impeding the progress of a student in class by questioning the student's ability to do the required class work based on the gender, race, color, religion, national origin, or disability of the student;
5. Limiting student access to educational tools, such as computers, based on the student's gender, race, color, religion national origin, or disability; and

6. Teasing a student's subject choice or assignment based on the gender, race, color, religion, national origin, or disability of the student.

Harassment reporting forms are available in the library and the office. They may be given to any adult in the school or placed in the reporting box in the library.

All threats will be taken seriously and investigated thoroughly.

DISCIPLINE CODE

The Grayson County Board of Education has adopted a discipline code consistent with the Kentucky Discipline Code. To be consistent with the code several behavioral violations were listed. Among these were the following: Use/possession of tobacco products, fighting, failure to sign in/out, Drugs, /"look alike", (possession, using, or selling), drug paraphernalia, lighter/matches, profanity or vulgarity, possession of pornographic and/or objectionable material, theft, arson, possession of weapons, deliberate classroom disruption, non-attendance of classes, vandalism, bomb threats, false fire alarms, assault/sexual abuse, leaving school without permission, repetition of suspension, unexcused tardiness, failure to follow directions. Also listed were several different types and degrees of punishment, among these were the following: Reprimand, Parent/Counselor conference, Detention, Alternative Class, Suspension, Alternative Education Center, Expulsion. Due process for the student is also part of the code. GCHS will adhere to the Discipline Code. Every student shall be allowed, in all cases of discipline, at least the minimum due process procedures outlined in KRS 158.150. Any student refusing to accept prescribed punishment will receive a more severe penalty, up to and including suspension, until such time as the original punishment is carried out. Students may also be referred to the disciplinary committee, and/or to juvenile court when deemed necessary.

Student Rights:

1. To a free, appropriate, high quality program.
2. To reasonable protection of their person and physical property.
3. To examine their own personal records in compliance with the Public Rights Privacy Act.
4. To participate in school activities without discrimination.
5. To present grievances to school officials and to receive answers to said grievances.

Student Responsibilities:

1. To maintain acceptable conduct at all times and to respect the rights and property of others.
2. Students shall not violate the controlled substance laws of the State of Kentucky nor violate any law with regard to the use or possession of alcoholic beverages or tobacco in the state of Kentucky. This school system will not tolerate violations of these laws. They include but are not limited to the following:

- a. Possession or use of controlled substances.
 - b. Possession or use of "look alikes".
 - c. Possession or use of drug paraphernalia.
 - d. Possession or use of alcohol.
3. Students shall not have possession or use any weapons or dangerous instruments.
 4. Students shall not be willfully disobedient to any school employee or attack such persons or other students.
 5. Students shall not be truant in any form to include being late to classes.
 6. To complete all classes and homework as required by school authorities.
 7. Students shall not be a persistent violator of school regulations.
 8. Students shall not be a part of any type of theft.
 9. Students shall not harass fellow students.
 10. To practice self-control of voice and limbs.
 11. Students shall not leave school grounds prior to dismissal without proper permission.
 12. Students shall not possess any material that is in the opinion of the Board and/or Superintendent and/or Principal obscene or objectionable.
 13. To practice property safety in buildings at all times.
 14. Students shall not disrupt the educational process.
 15. While en route to and from school, students shall not engage in reckless driving, law violations, or violate any of the preceding paragraphs.

POLICY REGARDING EXTRACURRICULAR SUSPENSION FOR DRUG AND ALCOHOL USE

Any student athlete who uses or is in possession of alcohol or any controlled substance will be immediately suspended from 20% of the contests for that sport or activity. If less than 20% of games remain then the suspension will continue in the next sport's season if the student is a "2" or "3" sport athlete. If they are a one-sport athlete, then they will continue their suspension during the next year's season until 20% of the contests are fulfilled. In addition to the suspension, the student will be interviewed by a 3-member committee. The committee will consist of the principal, athletic director and chairman of the extra-curricular committee.

The committee will review the athlete's violation and may administer the following:

1. School service hours
2. Counseling
3. Other as the committee deems necessary.

The amounts of school service and counseling hours shall be determined by the committee. If counseling costs are incurred, then payment will be the responsibility of the students and or parents.

This policy is intended for any student athlete participating in a KHSAA sanctioned sport, cheerleading, or members of the dance team.

A second violation to the drug and alcohol policy will result in a one-year suspension. Eligibility will be reinstated one calendar year from the date of the suspension if the student athlete has completed 40 hours of school service and received 12 hours of professional counseling (6 hours of counseling should be with a parent present).

A third violation will result in a suspension from participation for the remainder of the student's academic career.

Verification of the violation of policy will be determined by:

Public record

School activity or school trip incident

Faculty eyewitness and report to coach and principal.

Certain groups who have only one major competition, such as regional competition, will not have to follow these guidelines. The committee will decide whether students should or should not participate in the competition.

NOTE: THIS POLICY IS SUBJECT TO CHANGE DURING THE 2007-08 SCHOOL YEAR AS THE LOCAL BOARD OF EDUCATION IS DISCUSSING A RANDOM DRUG TESTING PROGRAM.

DRESS CODE-HIGH SCHOOL/MIDDLE SCHOOL

Schools are educational institutions. All students are expected to dress and groom themselves neatly in clothes that are suitable for school activities. No extreme form of personal appearance will be allowed to interfere with the educational process. School authorities may limit or prohibit any extreme type of student dress, personal appearance or use of wearing apparel, which, in the judgment of school officials, is deemed to create a disruption of school discipline and routine.

Not acceptable items include:

Any clothing that displays a bare stomach or back.

Tank tops, tube tops, halter tops, low-cut tops, and spaghetti straps (including shirts with cut out sleeves which show the sides).

Biker shorts

Jeans that have holes or slits above the knee.

Mini skirts or short shorts (must be finger-tip length).

Over-sized pants worn below the top of the hips.

Clothing that has alcohol or tobacco advertising or symbols.

Clothing with any type of profanity or sexual remarks, scenes/slogans that are suggestive (examples: Big Johnson, Co-ed Naked, Porn Star, Marilyn Manson, Hooters, Joe's Crab Shack, etc.).

Any article of clothing that suggests discrimination in any form.

No body piercing other than the ears.

Wallet chains or dog chains of any type.

Hats, bandanas, sunglasses, and gloves worn during the school day.
Clothing that promotes drugs, violence, or gang activity.
Trench coats.

It is important that students abide by this dress code. Parents will be notified to bring student proper clothing or the student may be sent home. The final decision as to the appropriateness of attire will be at the discretion of the administration.

BOOKBAG/BACKPACK POLICY

Students will be permitted to carry see-through (clear) or mesh bookbags/backpacks only.

PLAGIARISM POLICY

Plagiarism on any class assignment is subject to disciplinary action as follows:

First Offense: A zero is given on the plagiarized assignment.

Second Offense: A zero is to be given on the plagiarized assignment, and the student will be suspended from school for three days.

CELL PHONE PROCEDURE

1. Students will be allowed to have cell phones in their possession provided they are not visible or heard. This procedure will allow students to use the phones outside the normal school day to communicate with those outside of school they may need to speak with.
2. If a cell phone is seen or heard by any staff member, the phone will be confiscated and sent to the office. The student will be assigned 1 hour in after school detention and will be given the phone back after school by the principal.
3. If a second violation of this policy occurs, the same procedure will be followed. However, the phone will **NOT** be given back to the student. Instead a legal guardian must pick up the phone from the principal. The student will also lose their privilege to possess a phone for the remainder of the school year.
4. Students must turn their phone off during the day. If a phone is heard by a staff member during the school day, (even by mistake) it will be confiscated.
5. The phones must not be visible at all or they will be confiscated. Example: phone falls from purse or pocket. Students should be certain the phone is put away for the entire day.
6. Phones shall be turned off and put away **before boarding any bus and before and after school.**
7. Students providing their own transportation shall turn off and put away cell phone when exiting their vehicle.

8. Phones are not to be used on campus including the sidewalk areas where buses are loaded.

In general, we are adopting this procedure as a matter of convenience for students and their families. We ask student cooperation to make this procedure workable for all of us.

BEHAVIOR CONSEQUENCE SEQUENCE

01 Insubordination-Disobeying directive of Adm./Staff

1. 2 hours detention
2. 3 days ICE
3. suspension
4. referral to AEC

02 Tardies

- 1-3. hour detention
- 4-6. 2 hours detention
- 7-9. 3 days ICE–letter to DPP
10. suspension (2 days)
11. referral to AEC

03 Smoking/possession of tobacco products/paraphernalia

1. 3 days ICE
2. 3 days ICE (referral to CDW)
3. suspension (3 days)
4. suspension (5 days)
5. Referral to AEC

04 Fighting

1. ICE (3 days)/suspension
2. Suspension (3 days)
3. AEC

05 Annoying Classmates

1. Warning
2. 2 hour detention
3. 3 days ICE
4. suspension (1-3 days)
5. referral to AEC

06 Leaving Grounds/Class without permission

34 Failure to sign in or out

1. ICE (3 days)/Loss of driving privileges (20 school days)
2. ICE (5 days)/Loss of driving privileges
3. Suspension
4. AEC

07 Cutting Class/Skipping

1. 2 hours detention
2. ICE (3 days)

- 3. ICE (5 days)
 - 4. Suspension (1-3 days)
 - 5. Referral to AEC
- 08 Profanity
- 1. 1 hour detention
 - 2. 2 hours detention
 - 3-4. ICE (3 days)
 - 5-6. ICE (5 days)
 - 7-9. Suspension (1,2,3)
 - 10. AEC
- 09 Public Display of Affection
- 1. 1 hour detention
 - 2-3. 2 hours detention
 - 4. ICE(3 days)
- 10 Rude, Uncooperative, Disruptive, Discourteous
- 11 Disrespectful Behavior
- 30 Lying
- 1-2. 2 hours detention
 - 3. ICE (3 days)
 - 4. ICE (5 days)
 - 5. Suspension (2 days)/AEC
- 12 Dress Code
- 1. Change/turn inside out/call home
 - 2-3. 1 hour detention
 - 4. 2 hours detention
 - 5. ICE
- 13 Harassing Peers
- 28 Threatening Peers
- 25 Extortion
- 1. Determine by severity
 - 2. ICE (3 days)
 - 3. Suspension/Referral to AEC
- 14 Destroying School Property
- 15 Stealing/Theft/Vandalism
- 1. ICE (3 days)/Restitution
- 16-17Use/Possession Drugs or Alcohol
- 1. Suspend (5 days)
 - 2. Referral to AEC
- 18 Bus Misconduct
- 1. Smoking and fighting will go with school policy
- Other Offenses:
- 1-2. 2 hours detention

3. 1 to 3 days off bus
 4. 2 weeks off
 5. Parents meet with director of transportation
- 20 Field trip misconduct
Treat as in school referral. Also can suspend from field trips.
- 21 Activating Fire Alarm
1. 5 days ICE
 2. AEC
- 22 Use/Possession weapon
1. Referred for expulsion
- 23 Parking Lot Violation
1. 2 hours detention
 2. Loss of driving privileges for 1 month (20 school days)
 3. Loss of driving privileges
- 24 Failure to report to ICE
1. Add 2 days
 2. Suspension and serve time assigned upon return
- 26 Sale/distribution of unauthorized substance
- 29 Threatening/Harassing Staff/Administration
- 35 Indecent exposure
- 36 Assault/Sexual Abuse
- 37 Arson
- 38 Bomb threat
1. Suspension pending expulsion/AEC
- 31 Cafeteria Misconduct
1. 1 hour detention (depends upon seriousness can restrict cafeteria privileges)
 2. 2 hours detention/eat lunch in ICE
 3. ICE
- 32 Verbal Fighting/Loudness/Out of Control Verbally
1. Administrator/Student Conference
 2. 2 hours detention
 3. ICE (3 days)
 4. ICE (5 days)
- 33 Cheating
1. Zero on work. Conference with student/parent.
 2. Zero on work. ICE (3 days)

The administration shall make the final determination concerning these procedures. Consequences may be adjusted based on the severity of behavior.

39 Excessive absences

A student is allowed to miss each class with parent notes up to 8 times. This does not include doctor's excuse; death in family, family emergencies, school sponsored trips and other justified reasons as determined by the principal.

After eight absences for illnesses, accompanied by parental notes, any subsequent absences must have a doctor's statement to be excused. At this point, a letter will be sent to parents informing them of this information.

STUDENT DRIVING

Driving an automobile or riding a motorcycle is a privilege, not a right of a student. This privilege may be suspended at any time for disobeying school personnel. Upon arrival, the student driver is to park his/her vehicle in the student parking lot and enter the building.

Student cars are not to be parked anywhere except in the student parking lot. Cars are to be properly parked and locked. Students are not to go to their cars during the day without permission from the office. Excessive tardiness or leaving school without permission will result in driving privilege suspension. Drive carefully, safely, and sensibly at all times. GCHS assumes no responsibility or liability for vehicles parked on school property.

All students who drive must have a valid KY driver's license and must park in student parking areas only.

Each student must register his/her vehicle and display their parking permit in the windshield. Parking permits may be obtained in the office for a fee of \$5.00.

All students must enter and exit the student parking area through the front gate.

Unexcused tardies to school may result in loss of parking privileges.

EXTRA-CURRICULAR STANDARDS

Weekly grade check with no F's (cumulative for their current schedule). If they have one F then they may still practice and are required to attend one tutoring session. However, they will not be able to play in any contests during the suspended week. If they have two or more F's then they will not be able to practice or play.

Flag all D's. Athletic director will send the list to appropriate coach.

Transfer students will enter and be required to be under standards mandated by our school.

Participants who fail to meet requirements will be ineligible Monday thru the next Saturday.

On a 3,4 or 5 day week, grade checks will be made on the last day of school that week. 1 and 2 day weeks will refer back to the previous week.

Weekly grade checks are due at the athletic office by noon on Friday. During intercession or any other break, participant will continue to be ineligible until the next grade check.

Students must attend school the day of and the day after the extra-curricular event. This may be waived by special permission of the principal. Coaches are responsible for monitoring this clause.

Special Education students with one F, (in a non-collaborative or non-resource setting), will be reviewed by the principal and athletic director on a case-by-case basis. These students may be given special consideration if they are judged to be performing at their best level.

AFTER SCHOOL ACTIVITIES

A school activity is any activity or event that is sponsored by GCHS or in which GCHS is a participant. Any student asked to leave such an event (dances, ball games, etc.) will not be allowed to attend the same event for the remainder of the school year. Also, any other appropriate disciplinary action will be taken. Students should not be in the building after school without faculty supervision.

Dances are held for the enjoyment of GCHS students. Any student asked to leave a dance will not be allowed to attend another dance for the remainder of the school year. Also, any other appropriate disciplinary action will be taken.

Tickets to each dance will be sold during lunch periods on Wednesday, Thursday, and Friday during the week of the dance, and at the door of the dance.

Any student planning to bring a date that is not a student at GCHS must get permission from one of the dance sponsors during the week of the dance. If the sponsor grants permission to bring a non-student, a ticket will be issued for the non-student. The ticket must be presented at the door; otherwise, the date will not be permitted to attend the dance.

Hats will not be permissible to wear at any dance. After entering the dance if a student leaves for any reason, he/she will not be allowed to re-enter the dance.

CORRECTIVE MEASURES:

ALTERNATIVE CLASS AND SUSPENSION

Students who will not conform to the level of behavior expected at GCHS may be placed in the alternative class. When a student is placed in the alternative class, he/she will remain until the teacher and the principal decide he/she is ready and capable of conforming to the accepted level of behavior. If the student will not conform, he/she will remain in the alternative class for additional time, be placed in the AEC, and/or be suspended. When a student is in the alternative class, he/she will not be allowed to participate in any extra-curricular activities.

Students may also be suspended for misconduct. When a student is suspended, he/she will not be allowed to visit school, participate in any school activities, attend any after school event, and will not be allowed to make up work assigned during the suspension. While suspended, a student is not to be on school property any where in the County.

INTERNET USE PROCEDURES

The user is expected to abide by the following network rules of etiquette:

1. Be polite. Do not write or send abusive messages.
2. Use appropriate language. Do not swear, use vulgarities or any other inappropriate language.
3. Transmission of obscene materials is prohibited. Sending or receiving offensive messages or pictures from any source will result in immediate suspension of privileges.
4. Do not reveal the personal address or phone number of yourself or any other students. Use the schools' information. Do not allow others to use your account name or password.
5. Do not communicate any credit card number, bank account number, or any other financial information.
6. Electronic mail is not guaranteed to be private. People who operate the system do have access to all mail. Inappropriate messages can result in suspension of privileges.
7. Do not use the network in such a way that would disrupt the use of the network by others. Do not create or share computer viruses.
8. Inform your teacher/network system administrator right away if you come across any information that makes you feel uncomfortable.
9. Vandalism - any malicious attempt to harm or destroy data of another user - will also result in immediate suspension of privileges. Do not use others' passwords, or trespass in others' folders, work, or files. Any questionable action will result in the cancellation of user privileges.
10. If you break these rules, you will lose your school sponsored network account.

Violation of any of the above mentioned rules and responsibilities will result in a loss of access and may result in other disciplinary or legal actions.

Student Agreement and Parent Permission Form

After reading the Rules and Responsibilities, please complete this form to indicate that you agree with the terms and conditions outlined. The signatures of both the student and parent/guardian are mandatory before access may be granted to the local network.

Student: I understand and will abide by the provisions and conditions of this contract and realize the network user account is designed for educational purposes only. I understand that any violation of the above provisions may result in disciplinary action, the revoking of my user account, and any appropriate legal action. I will not hold my teacher, my school, or Grayson County School District responsible for or legally liable for materials distributed to or acquired from the network. I also agree to report any misuse of the network account to the network system administrator, my teacher, or any school administrator. Misuse can come in many forms, but can be viewed as any messages sent or received that indicate or suggest pornography, unethical or illegal solicitation, racism, sexism, inappropriate language and other issues described above.

Student Name: (print)

Student Signature: _____ Date: _____

Parent/Guardian: As the parent/guardian of _____ I have read this contract and understand that the Grayson County Schools user account is designed for educational purposes only. I also understand that the Grayson County School District will restrict access to controversial materials. However, it is impossible for the school, or the Grayson County School District to restrict access to all controversial materials. I will not hold the teacher, school, or the Grayson County School District responsible for, or legally liable for any materials distributed to or acquired from the network. I will also agree to report any misuse of the information system to the network system administrator, teacher, or any school administrator. Misuse can come in many forms, but can be viewed as any messages, sent or received, that indicate or suggest pornography, unethical or illegal solicitation, racism, sexism, inappropriate language and other issues described above. I accept full responsibility for supervision of my child and agree to guide and convey to him/her appropriate standards of selection, sharing and/or exploring information and media. I hereby give my permission to issue:

1. A network account (networked computer services)
Yes _____ No _____
2. An electronic mail account (e-mail)
Yes _____ No _____
3. Internet access
Yes _____ No _____

Parent/Guardian: (print)

Signature: _____ Date _____

DATE _____

GRADE OF STUDENT _____

PARENT

I, _____ PARENT OR GUARDIAN OF
Parent Name
_____ HAVE REVIEWED
NAME

THE STUDENT HANDBOOK AND AM AWARE OF THE STUDENT RESPONSIBILITIES AND THE DISCIPLINARY ACTIONS TAKEN AS A RESULT OF VIOLATIONS OF SCHOOL AND GRAYSON COUNTY BOARD OF EDUCATION RULES AND POLICIES.

PARENT'S SIGNATURE

STUDENT

I, _____, STUDENT AT GRAYSON
NAME

COUNTY HIGH SCHOOL HAVE REVIEWED THE STUDENT HANDBOOK AND AM AWARE OF THE STUDENT RESPONSIBILITIES AND THE DISCIPLINARY ACTIONS TAKEN AS A RESULT OF THE VIOLATIONS OF SCHOOL AND GRAYSON COUNTY BOARD OF EDUCATION RULES AND POLICIES.

STUDENT'S SIGNATURE

THIS PAGE IS TO BE SIGNED AND TURNED IN TO YOUR BLOCK A TEACHER.

IF NOT RETURNED TO YOUR BLOCK A TEACHER, YOUR FRIST NINE WEEKS REPORT CARD WILL BE HELD UNTIL YOU COMPLY WITH THE REQUIREMENT.