

Wagener-Salley High School



2019-20 Student Handbook Agenda

Name: _____
Address: _____
City, Zip: _____
Homeroom Teacher: _____

Period	Teacher	Subject
1		
2		
3		
4		
5		
6		
7		



272 Main Street South, Wagener, SC 29164
Telephone: (803) 564-1100 Fax: (803) 564-1109
<https://www.acpsd.net/WSHS>

Chris Earl
Principal

Dr. Ed Johnson
Assistant Principal

Dear Parents/Guardians of Wagener-Salley High School,

On behalf of the faculty and staff at Wagener-Salley High School, it is my pleasure to welcome you to a new and exciting school year! For those of you who have had children attend our school in the past, we are glad to have you returning. For those of you that have a student attending Wagener-Salley for the first time, we are pleased to have you as a part of our school community.

Let me also take this opportunity to introduce myself. My name is Chris Earl, and I am honored to be serving as Wagener-Salley High School's Principal. I am originally from West Columbia, South Carolina and I have proudly served students as an Educator for 18 years. I began my teaching career in Chattanooga, Tennessee, where I served as a Teacher, Assistant Principal, and Principal. I have also served as an Assistant Principal in South Carolina, in Richland School District One.

Wagener-Salley High School has a strong sense of community and school pride, and I am happy to be a part of it! I look forward to working with everyone this year in honoring our school's past accomplishments and contributing to our school's success in the future.

In closing, I would like to again welcome all of you to the 2019-20 school year. Please do not hesitate to stop by the office or give us a call if we can assist you in any way during the course of the school year.

Sincerely,
Chris Earl
Principal
Wagener-Salley High School

STATEMENT OF NONDISCRIMINATION EQUAL OPPORTUNITY — Student

The School District is committed to equal opportunity for all of its students and patrons. District programs and activities shall be free from discrimination based upon race, religious creed, color, national origin, ancestry, disability, marital status, sex, age, or any other unlawful consideration. Persons who believe they have been discriminated against should contact the principal of this school, the appropriate Academic Officer, or the School District's Coordinator for Section 504 concerns, Title IX concerns, and other Civil Rights matters (at [803] 641-2428). Copies of applicable policies are available upon request. (See Policy JI and Administrative Rule JI-R.)

EDUCATIONAL RECORDS — CONFIDENTIALITY (Certain Exceptions)

Under federal law parents and students have a right to expect the confidentiality of student records. Educational agencies may act to declare certain aspects of a student's educational records to be "directory information," meaning information contained in such records which is not considered to be generally harmful or an invasion of privacy if disclosed. The Aiken County Board of Education has previously determined that "directory information" could be released to third parties upon request, at the discretion of the school principal. Federal law and regulatory authority allows the release of such information without prior consent subject to certain conditions of pre-disclosure to parents or students. The purpose of this notice is to meet such pre-disclosure requirements.

Under District policy the following information is considered to be releasable: The student's name, address, telephone number, date and place of birth, subjects of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, date of attendance (on both an annual and daily basis), diplomas and awards received, photographs, and the most recent previous educational agency or

institution attended by the student. (Examples of the types of information frequently released include, but are not limited to, Senior Class Listings, Annuals/Yearbooks, Science Fair Winners, Students of the Month, Honor Roll Lists, National Honor Society, athletic event programs, etc.) A parents or guardian of a student attending Aiken County Public Schools who would prefer that any or all of the information designated above *not* be released without the parent's or guardian's prior consent should so notify the office of the Deputy Superintendent in writing (1000 Brookhaven Drive, Aiken, SC 29803). If there are any questions, please contact Dr. Shawn Foster, Deputy Superintendent at (803) 641-2514.

ANNUAL STUDENT RECORDS NOTICE PURSUANT TO THE FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT

Student Records Notice: Under the Family Educational Rights and Privacy Act parents or eligible students have the right to 1) inspect and review a student's educational records; 2) request an amendment to incorrect or misleading records, or records otherwise in violation of a student's privacy rights; 3) consent to disclosures of personally identifiable information (except as allowed without consent by law); and 4) file with the U. S. Department of Education a complaint for any alleged failure by this School District to comply with the Act. A more detailed explanation of rights and procedures may be found in the Policy Manual located at any school, area office, or the District office (Policy JRA and Administrative Rule JRA-R). Policies may also be found online at the Aiken County Public Schools website (www.acpsd.net). A copy of this policy will be mailed to any parent upon request. **Parents or eligible students who have limited or no visual acuity, who have a primary home language other than English, or who may be disabled in some other way which effectively impairs their ability to see, comprehend, or become aware of this notice will be accommodated upon discovery of such limitations by the District. Patrons who may be aware of others with such limitations are requested to notify the District of these circumstances.**

SEXUAL HARASSMENT STATEMENT

According to the Aiken County School District Policy JL, engaging in sexual harassment of any student, staff member, or visitor, either male or female, on school property or while under the jurisdiction of the school, is considered a violation that is disorderly, disruptive, and/or criminal in nature and may result in disciplinary action, including suspension and/or expulsion in certain instances when it occurs while the student is on school property and/or under the jurisdiction of the school, including while riding a school bus. Sexual harassment may be generally defined as unwelcome sexual advances, requests for sexual favors, and written, spoken or physical conduct of a sexual nature.

Students who feel they may have been subjected to sexual harassment are encouraged to report the matter to a parent and to a teacher, school counselor, principal or any other school official with whom the student feels comfortable.

ATTENDANCE REGULATIONS

- Student attendance will be recorded on class-by-class basis. Students must attend each instructional period a minimum number of days to be eligible to receive credit and/or promotion.
- The minimum number of days a student must attend a class to receive credit is 85 days for a semester (1/2 unit) class, and 170 days for a year (1 unit) class. This means that a student may only have 5 absences in a semester class or 10 absences in a year long class.
- Any student who fails to meet the minimum attendance requirements will not be promoted nor receive credit for the class(es) in which attendance requirements were not met unless approval for excessive absences is given by the principal in cases of chronic or extended illness or in emergency situations.

Student Absences

Lawful absences include:

- Medical absences certified by a statement from a physician or other health care provider.
- Required court appearance certified by a statement from an officer of the court.
- Death in the family (certification may be required).
- Recognized religious holidays.
- Travel or attendance at events approved by the principal as an educational experience (prior approval must be received at least 5 days in advance of the trip).
- Emergencies approved by the principal.
- Chronic or extended illness certified by a statement from a physician or other health care provider.
- Other absences approved by the Aiken County Board of Education.

Unlawful absence

Are defined as a student's willful absence from school without the knowledge of the parents or a student's absence from school without approval with or without the knowledge of the parents.

EXCUSES

- **Excuses must be presented within in five (5) days of the absence**, or they will not be accepted (District Policy JBD).
- Failure by the student to turn in an excuse within the five-day period will result in the absence being recorded as an unlawful absence regardless of the reason for the absence.

DROP OFF/PICK UP OF STUDENTS

Students are to be dropped off and picked up in the loop behind the cafeteria and not in front of the school or the bus lot as this creates a safety hazard.

Students not picked up by 3:15 P.M. need to report to the front of the school building to wait for their rides as school personnel will no longer be monitoring the loop after 3:15 P.M.

ARRIVAL ON CAMPUS

- Students may not leave campus once they arrive on campus. This applies to bus riders, walkers, car riders and car drivers.
- Students should report to the lunchroom, gym, or library at 7:30 A.M. each morning.
- The first bell to report to class rings at 7:55 A.M. and the tardy bell rings at 8:00 A.M. for 1st period to begin.
- Students are not allowed on campus prior to 7:30 A.M.

SUPERVISION OF STUDENTS

School staff are on duty to supervise students beginning at 7:30 A.M. in the morning and until 3:30 P.M. daily. The school cannot be responsible for students on campus before or after these times. Students who are attending a designated activity must remain with the teacher responsible for the activity **and must arrange to leave campus immediately after the activity.**

STUDENT PARKING

- Students who elect to drive to school will be required to purchase a parking permit (\$25) and complete a Parking Request Form.
- Lost permits may be replaced for a \$25 fee.
- The Parking Form must be filled out before a permit is issued.
- The permit must be visibly hanging from the rear view mirror.
- Students should park in their assigned area.

- **Once the vehicle is parked, students must immediately leave the parking area.**
- **Students may not return to the parking area until the end of the day without permission and supervision.**
- Vehicles bearing any words or phrases which are obscene, vulgar, or otherwise in bad taste, and which may cause a disruption will not be tolerated.
- Failure to comply with parking regulations may result in denial of parking privileges and/or disciplinary action.
- Reckless driving on or near campus will result in loss of parking privileges.
- Students are required to follow state and local driving ordinances while operating vehicles on campus.

SIGNING-IN

- Students are expected to be on time for class each day.
- All students who arrive after 8:00 A.M. must sign in at the attendance office.
- Students arriving late to school will be assigned consequences in accordance with the ACPSD Code of Conduct.
- Tardies may be excused in accordance with the ACPSD Code of Conduct and SCDOE policies.
- Unexcused tardies are given for classes in session at the time of the sign-in unless an approved excuse is given at the time of the sign-in.
- Please refer to page the Student Code of Conduct to review the ACPSD and Wagener-Salley High School's Tardy Policy.

SIGNING-OUT

- All students leaving campus before the end of the school day are required to sign out in attendance.
- Students may be dismissed to a parent/guardian or authorized person listed in the school's database.
- Students are to remain in class or specified designated area until the student is requested by attendance office personnel to sign-out.
- Students who miss more than three-fourths of a period will be

counted absent for that class.

VISITORS

Visitors must report directly to the main office to receive a visitor's pass. Faculty members are not permitted to receive visitors during time designated for classroom instruction.

EARLY DISMISSAL (District Policy IED)

- Students approved for early dismissal must leave campus immediately after dismissal and must not return to campus for any reason without permission from the principal.
- Failure to abide by the rules for early dismissal may result in the students' early dismissal privilege to be revoked.

LOITERING

- Students should leave school at the end of the day unless they are involved in a school activity.
- Students should arrange for rides so that they are able to leave school in a timely manner. Students waiting for rides are not to wait in the building. Exceptions may be made during inclement weather.
- The school office closes at 4:00 pm.

OFF LIMIT AREAS

During the lunch break, before and after school, certain areas are designated as "off-limits." Students should not be in these areas without special permission. These areas are as follows:

- a. Gymnasium (students are not allowed during lunch)
- b. All parking areas including the bus lot
- c. Restrooms other than those in the cafeteria
- d. The hallways

HALL/AGENDA PASSES

A hall/agenda pass is necessary when a student leaves the classroom. The time, date, and specific destination must be listed on the pass along with the teacher's signature. Students should not be permitted to leave **ANY** classroom nor will they be allowed in the office/attendance during class time, except for emergencies. **No passes will be granted the first and last 15 minutes of any class period.**

TELEPHONE (Student Use)

The office phone is a business telephone and should be used by students **ONLY** in case of an emergency, with the permission of office staff. **Students will not be called to the telephone.**

ATHLETICS

- The athletic department of Wagener-Salley High School is developed to provide a variety of physical activities for men and women.
- Wagener-Salley High School is a member of the South Carolina High School League.
- Wagener-Salley High School participates in Region III-A.
- Wagener-Salley High School athletic teams are known as the "War Eagles."
- The school colors are red, white and blue.

Athletic Policy

- According to the South Carolina High School League, student athletes can take no more than two Credit Recovery classes per year to maintain eligibility.
- A WSHS student athlete recommended for expulsion will not be permitted to play any sport for the remainder of the year even if the student athlete is readmitted to school.
- When the beginning and ending of sports seasons overlap, a coach may deny a team member the right to practice for another school team before the current team's season is complete.
- A student athlete who quits one sport may not participate in another sport without the approval of both coaches of the

teams involved, the athletic director and the principal.

- A student athlete suspended (ISS or OSS) from school cannot practice or play in any athletic event until the student athlete has completed the suspension.
- A student athlete must attend school at least four periods of the school day to be eligible to participate in any athletic event on that day. Exceptions can be made for lawful absence reasons.
- A student athlete who is suspended twice within a season will not be permitted to participate in any sport for the remainder of that sport's season.
- A student athlete who is suspended three times in a year will not be permitted to participate in any sport for the remainder of the school year.
- Each season begins on the official High School League starting date for practice.
- Coaches may make additional rules that govern practice, games, and participation of their sport. Student athletes are obligated to comply with the coach's expectations.
- A student athlete who is dismissed from a team for violation of athletic policy rules, or a coach's team rules will not be allowed to participate on any other team during that sport's season.
- A coach may deny a team member the right to participate in another sport or physical activity that the coach feels could cause the student to obtain an injury or be detrimental to the student's preparation for team play.
- All student athletes must ride to and from any athletic event on a school bus or vehicle approved by the Athletic Director or Principal.

Athletic Eligibility

- Rules for participation on a varsity or junior varsity team are the same as those of the South Carolina High School League.
- A student athlete must not turn 19 before July 1, 2019
- A student athlete must have passed all five subjects the previous semester.
- A student athlete's parents/guardians must be residents of the attendance area served by the high school.

Insurance

- All student athletes must have insurance to participate.
- Proof of insurance coverage is necessary before a student athlete may try out for a team.
- Student athletes may purchase school insurance for the current school year, or student athletes may show proof of being covered by a health insurance policy.

Tickets to Athletic Events (Subject to Change)

Prices for individual games are \$6.00 unless otherwise posted.

TEXTBOOKS

- Students are responsible for the upkeep and for the return of all textbooks issued to them.
- If the barcode on the back of the book is taken off and/or damaged so that it is not able to be scanned, students will be charged the full replacement cost of the book.
- Students must pay for lost textbooks before being issued replacements.
- Students may receive refunds for lost textbooks if they find their original textbook and if they have their receipt of payment for the lost textbook. **ALL REFUND REQUESTS MUST BE SUBMITTED BEFORE JUNE 30 OF THE CURRENT SCHOOL YEAR.**
- The Wagener-Salley High School administration requires all students to cover their textbooks to help protect the textbook.

STUDENT VALUABLES

Students are cautioned not to bring large amounts of money or expensive personal items to school. **The student, not the school, is responsible for personal property such as glasses, wristwatches, cell phones, iPods, netbooks, purses, etc.**

LOCKERS

- Students are responsible for all materials and property in their lockers. The school cannot accept responsibility for items left in school lockers. School personnel makes every effort is made to make certain lockers are secure. It is also your student's responsibility to make certain that his/her locker is locked when they leave their locker.
- If there is a problem with a student's locker, they should request Dr. Johnson, our school's Assistant Principal, for assistance.
- If your lock does not work report it to the office/Dr. Johnson immediately.
- Students should not permitted to share lockers. Violations may in a student losing their locker privileges.
- Any lock that has not been issued by school personnel will be removed immediately.
- Students are encouraged to use their lockers before first period, before and/or after lunch, and after school.
- Lockers are the property of the school. The replacement cost for lost or stolen locks is \$5.00.
- The school's Administration reserves the right to search a student's locker if necessary and book bags any time before, during, and after regular school hours.
- Students are not permitted to deface their lockers by placing stickers, writing, etc. on them during the course of the school year.

SEARCHES

According to Act 373 of 1994, persons entering school property are deemed to have consented to a search of their personal property.

LOST AND FOUND

- Students are responsible for all personal belongings and school materials issued to them.
- Students are encouraged to leave valuable items at home.
- Found items may be turned in to any of the administrative offices.
- Students may inquire about lost items at any of the adminis-

trative offices. A lost and found box is located in the attendance office.

- Lost items left unclaimed at the end of each semester will be donated to local charitable organization(s).

SCHOOL PROPERTY

- All school property is under the supervision of the school principal.
- No school property may be removed from the building or grounds without permission from the school principal.
- Students who damage or destroy school property will be responsible for paying for the repair or the replacement of the school property. Students may be suspended from school until restitution is made. Students may also be subject to further disciplinary action.

IMMUNIZATION REGULATIONS

- Students must present a South Carolina Certificate of Immunization before being enrolled.
- Students are required to have 3 doses of polio vaccine, the hepatitis B series, the DTP series, Varicella and 2 MMR vaccines.
- A minimum of 3 doses of any combination of (DT, DTaP, Td or Tdap) with at least one dose on or after the 4th birthday is required for grades 10-12. A minimum of 4 doses of any combination of (DT, DTaP, Td, or Tdap) with at least one dose on or after the 4th birthday is required for 9th grade students.

MEDICATION POLICY

Students are not allowed to have any type of medication, prescription or non-prescription, in their possession while at school. Possession of medication at school is an expulsion level offense.

All prescription AND over-the-counter drugs will be administered only by a school staff member upon receipt of the Medication Form signed by the physician and parent/guardian and provided in the original, properly labeled container with no more than five doses sent. Please see the office for a Medication Form.

Over the counter medication will not be administered at school without a written medical order (prescription). While parents/guardians may give their children over-the-counter medicine without a prescription, SC laws require school nurses to have a medical order from a health care provider for all medications administered to students. Ask your child's health care provider to use the district medication form to write an order for the medication. We also need for you to sign the district medication form. A responsible adult should deliver the over-the-counter medicine and the Permission for Medication form or a copy of the prescription signed by the authorized prescriber to the school along with the medicine must be in the original container with the label.

INSURANCE

- Students taking CATE, PE, science, band, or who participate in athletics are required to have insurance.
- A statement from the parent/guardian indicating that insurance coverage is in force is acceptable.
- The school district provides information for an insurance provider to all students. You may access this information using a link on the district website at www.acpsd.net Parents can enroll online either with a credit card or debit card. Should you participate in the insurance program it is the responsibility of the student and/or parent to file the claim in case of injury.

SOLICITATION AND ADVERTISING

Administrative permission must be obtained for all handouts, papers, posters, etc. on school grounds.

ASSEMBLY PROGRAMS

Assembly programs determined to be beneficial to the students are scheduled periodically. Students are assigned to sections by homeroom in the auditorium. Students are required to sit in the assigned section with their homeroom teacher. Students are required to attend all assemblies. During assemblies, the following rules apply.

1. Movement to the auditorium shall be in an orderly fashion

- with no running, pushing, or crowding.
2. Each student shall go quietly and quickly to the assigned area from his/her class.
3. Applaud only when appropriate. At no time should there be any type of applause other than clapping hands. Stomping feet and whistling are never appropriate and detract from the performance.
4. Talking and horseplay during any program is unacceptable.
5. Students are not to read, study, or pass notes.
6. Students will remain seated throughout the program

LITTERING

Litter on the floors and on the grounds not only contributes to an unsatisfactory school appearance, but also creates health and safety hazards. Students can help solve the litter problem in two ways: don't litter and pick up the litter from anywhere it should not be, whether or not the student put it there. Students may be assigned to pick up litter for minor violations of discipline.

FUND-RAISING PROJECTS

All fund-raising projects must have approval of the club sponsor and principal. Students will not be allowed to bring any outside fund-raising items to school to sell. Fund-raising items may not be sold (or consumed) during class time.

FIELD TRIPS

- Field Trips are an extension of the classroom for the purpose of extending instruction to a setting outside of school.
- Students participating in a field trip are responsible for getting assignments for all classes missed. Assignments should be turned in the next day that the student is in class.
- Students must have prior written parental permission for all field trips.
- Students or children, other than those for which the field trip has been approved, may not attend or accompany the group as a part of this extended classroom activity.
- Students who have excessive absences, discipline problems,

or who are not performing satisfactorily in their classes may be denied approval to participate in a field trip.

JROTC PROGRAM

The JROTC Program presents excellent opportunities for cadets to integrate and function as an active high school student. The JROTC Program prepares high school cadets for responsible leadership roles while making them aware of their rights, responsibilities, and privileges as American citizens. The focus of the program is citizenship, not to get cadets to enlist in the Armed Forces. The program is a stimulus for promoting graduation from high school and it provides instruction and rewarding opportunities which will benefit the cadet, school, community, and nation. Cadets are required to wear the Army Service Uniform weekly. Cadets are encouraged, but not required to participate in the many JROTC extracurricular activities, such as Drill Team, Rifle Team, Color Guard, Academic Team, Leadership Team, and the JROTC Chorus. Each cadet must participate in the Military Appreciation Night in the fall semester and the cadet annual Military Ball in the spring semester. Also, each cadet will perform flag details as designated by the Senior Army Instructor.

NOTICE OF OPT- OUT OPTION FOR PRESIDENTIAL OR GUBERNATORIAL SPEECHES

While it is the board's policy to facilitate the opportunity for students to observe live presidential or gubernatorial speeches or presentations by electronic media when the same are offered for school-age students during school hours, parents may request in writing to the principal (or his/her designee) that their children be excused and offered appropriate alternate supervised activities. *[See Policies IHAC and IHAA for more information.]*

MEDIA PHOTOGRAPHY

From time to time, the media covers WSHS events. Your child may be photographed, named in a caption, or interviewed. If you do not wish for your child to be involved, please contact the

main office at 803-564-1100 to make your desire known.

VIDEO SURVEILLANCE

Video surveillance is used in "common" areas of the building as well as outside. The purpose of this surveillance is protection and student safety.

MAKE-UP WORK

- Students are expected to make up any work missed due to any absence.
- Students should check with each teacher upon their return from an absence to be sure that they have made up all assignments.
- If a student is absent only on the day a test is given or other assigned work is due, the student is expected to make up the test or turn in the work on the day he/she returns to school.
- **If a student is absent 2-3 days, the student will be given the number of days missed to make up the work.**
- If a student is absent for more than 5 days the administration will determine the number of days allowed to make-up the work.
- When a teacher makes an assignment well in advance and no new material was covered during the absence that would affect the student's ability to complete the original assignment, the student should turn in the work or take the test on his/her return.
- In most instances parents/students can email teacher directly for assignments. Teachers' email address and other important information can be found on the school's website.
- The Guidance Office will collect assignments for those who request them because of an extended illness (3-10 consecutive days) when emailing a teacher is not an option.

MEDIA CENTER

- Students who come to the Media Center must be wearing an ID, have a pass (during class time and/or during lunch) and sign in at the circulation desk.
- Students are expected to follow the Media Center guidelines, the Aiken County Student Code of Conduct, and Student Handbook guidelines at all times.
- The Media Center hours of operation are from 7:30 am - 3:30 pm daily. The Media Center can be open before or after the regularly scheduled hours if arrangements are made in advance.
- The Media Center may be closed for events held in the library. Please respect any signs posted on the doors indicating events and do not disturb meetings or events in progress.
- If the Media Center doors are locked during normal hours, please return to class. **DO NOT** wait in the hall for media center staff to return.
- Please visit the Media Center website for announcements of special events, promotions, and resources for students – including a link to the Media Center Guidelines.

PLEDGE OF ALLEGIANCE ACT (Act N.55)

- Time is provided each school day for the saying of the Pledge of Allegiance.
- Students may choose to participate. However, students not participating may not disrupt or disturb others during the saying of the Pledge of Allegiance.

P.A. ANNOUNCEMENTS

- All notices of club meetings, athletic and social events, general information for the day, and special instructions are announced over the P.A. system each morning.
- Students responsible for putting notices in the daily bulletin must have a teacher and/or advisor's signature on the announcement.
- The P.A. may not be used for personal announcements.

CAFETERIA/LUNCH POLICY

Wagener-Salley High School offers a federally sponsored lunch program. All students are encouraged to apply for free or reduced status. (Students who qualify for free or reduced lunch prices will also qualify for reduced school fees.) You must fill out a new form within in the first 30 days each year in order to determine your status for the present school year. Parents can also apply online at www.lunchapplication.com.

Students who receive free or reduced lunch are also eligible for SAT and ACT vouchers.

- Any Parent/Guardian delivering lunch to their student must first check in to the main office. Lunch delivered will not be received after 12:10 pm.
- During lunch, students must remain in the cafeteria, in the area between the cafeteria, auditorium, and science building, or in the library.
- Students needing to leave the cafeteria area must have a pass from a teacher.
- All food purchased in the cafeteria must be eaten in the cafeteria.
- Students may use only the restrooms in the cafeteria during breakfast and lunch times.
- Students are responsible for cleaning up their area and dispose all items in trash bins.
- Cafeteria trays are **not** allowed outside the cafeteria.
- Lunch prices are established by the federal lunch program and the school district. Prices are subject to change:

	Student Meals (Full Pay)	Student Meals (Reduced Pay)	Adult Meals
Breakfast	\$1.75	\$.30	TBD
Lunch	\$2.75	\$.40	TBD
Extra Milk	\$.50	\$.50	TBD

HEALTHY, HUNGER,-FREE KIDS ACT OF 2010

The Healthy, Hunger-Free Kids Act of 2010 requires USDA to establish nutrition standards for all foods sold in school – beyond the federally-supported meals programs. This new rule carefully balances science-based nutrition guidelines with practical and flexible solutions to promote healthier eating on campus.

The rule draws on recommendations from the Institute of Medicine, existing voluntary standards already implemented by thousands of schools around the country, and healthy food and beverage options already available in the marketplace. For further information about school meals go to: <http://www.fns.usda.gov/>

SCHOOL COUNSELING PROGRAM

Wagener-Salley High School's Counseling Department is a comprehensive counseling program that strives to prepare every student for present and future challenges. As an integrated component of the school's total instructional program, WSHS's counseling department ensures that all students have opportunities for academic, career, and personal/social development, preparing them to reach their highest level as productive members of society. Students are provided with opportunities to gain an understanding of self and others, to participate in educational and occupational exploration, and to pursue career planning opportunities in an environment that is safe, caring, and encouraging. In this regard, WSHS's school counseling program involves a planned, purposeful, and sequential program of activities that begins in ninth grade and continues through the twelfth grade.

Counselors work in collaborative partnerships with students, educators, parents, and community members to ensure that all students have the opportunity to become college and career ready; thus, achieving the necessary criteria of the *Profile of*

the South Carolina Graduate. Individual Graduation Plans will be updated yearly, tracking each student's progress toward graduation requirements, four-year college requirements, and matriculation status. Beginning with the Class of 2022, counselors at WSHS will work with students and parents to develop a workable plan to meet the criteria necessary to earn a Seal of Distinction upon graduation. (*Students may earn one or more Seals of Distinction including an Honors Seal, College Seal, Career Seal, Specialization Seal -- with focus areas in the following: STEM, World Language, Arts, and Military. These requirements are in addition to the requirements of the standard diploma as set forth by State Board Policy.*)

NOTICE CONCERNING FEES

The Consolidated School District of Aiken County is authorized by statute, as are all school districts, to charge fees to help offset incidental supply and similar costs in connection with serving students' needs. All patrons are encouraged to remit these fees as promptly as possible. In certain hardship situations the fees may be paid by installments. (Application and special permission, based upon demonstrated need, will be utilized for approval of this process.) It is the parent's responsibility to seek such alterations to the normal fee arrangements. However, our schools seek one hundred percent participation by parents relative to fees in view of the important impact and contribution these payments make on the instructional program and availability of materials.

WITHDRAWALS AND TRANSFERS

Any student withdrawing from school is expected to leave **debt-free** and in good standing. The school will not issue transcripts, records, or recommendations if a student owes the school money.

EXAMS

Semester Exams

- Semester exams are administered at the end of each semester.
- During the second semester, seniors with a 90 or higher class average at the end of the semester may exempt the second semester exam at the teacher's discretion.

End of Course Exams

- Are administered to students in Algebra I, English II, Biology, and US History
- End of Course Exams will count 20% of the final grade.

SCHEDULE CHANGES

Students' schedules will be reviewed for possible changes after the school year begins **only for academically justifiable reasons**.

PROMOTIONAL REQUIREMENTS

Freshman: A student will be classified as a freshman during his/her first year of high school and until he/she meets the requirements for Grade 10.

Sophomore: A student will be classified as a sophomore the year after earning at least 5 units of credit, including one English unit and one mathematics unit.

Junior: A student will be classified as a junior for the year after earning at least 11 units of credit, including two English, two mathematics, and one science unit.

Senior: A student will be classified as a senior for the year after earning at least 17 units of credit, including three units of English, three units of mathematics, and two units of science.

AIKEN COUNTY GRADING SCALE

A = 90 – 100 C = 70 – 79
B = 80 – 89 D = 60 – 69 F = 59 and below

REQUIREMENTS FOR STATE HIGH SCHOOL DIPLOMA

English	4 units
U. S. History	1 unit
Math	4 units
Economics	½ unit
Government	½ unit
Science (one must be biology)	3 units
Physical Education or ROTC1	1 unit
Other Social Studies	1 unit
Computer Science	1 unit
**Electives	8 units
Total	24 Units

**College Preparatory students must take at least 2 units of foreign language. See the S. C. Commission on Higher Education's additional requirements for college entry. Technical/Two-Year College Preparatory students must take at least 4 units in an occupational program.

CLASS RANK & GRADE POINT RATIOS

- All courses taken for high school graduation credit will be included in class rank calculations.
- Students who withdraw from a course after five days in a 90-day course, or ten days in a 180-day course shall be assigned a grade of WF and 0 quality points. The F will be calculated in the student's overall grade point ratio.
- Weighting of courses for transfer students will be determined by the high school receiving the student.
- Class rank shall be computed by placing students in order beginning with the student having the highest-class rank ratio and continuing until all eligible students have been ranked.

When students share the same class rank ratio, the students will be assigned the same level of honor, i.e., valedictorian or salutatorian.

- Of the students that are classified as handicapped, only those who are working toward a high school diploma shall be reported to colleges and universities as such for equal considerations for scholarships.

Questions and concerns regarding class rank should be referred to the school principal and/or school counselor.

Weighting and Definition of Honors, Dual-Credit, and Advanced Placement Courses

Honors courses are intended for students exhibiting superior abilities in the course content area. The Honors curriculum places emphasis on critical and analytical thinking, rational decision-making, and inductive and deductive reasoning.

Only two categories of additional course weights are allowed under the state uniform grading policy: an additional 0.5 quality point for Honors Gifted and Talented, pre-IB and Dual-Credit courses/ and an additional 1.0 quality point for Advanced Placement and International Baccalaureate courses. The District will offer Honor courses under the following state-defined criteria:

An Honors course will have a published syllabus that verifies rigor that is sufficiently beyond college prep or tech prep courses.

Textbooks and/or other course materials will be differentiated and more rigorous than those used in college prep or tech prep courses.

SOUTH CAROLINA 4-YEAR COLLEGE ADMISSION REQUIREMENT

English: 4 units: College prep English I, II, III and IV (Regular English I and II may be taken but English III and IV MUST be taken at the CP level.)

Math: 4 units: Algebra I, Geometry, Algebra II, Algebra III must be taken

Science: 3 units: At least three laboratory sciences are required. Physical Science is a prerequisite to these. **Physical Science, Biology CP, Chemistry CP, Physics CP are strongly recommended.**

Foreign Language: 2 units of the SAME foreign language.

Social Studies: 3 units: Economics, Government, U.S. History, and one other social studies.

Physical Education or ROTC1: 1 unit

Fine Arts: 1 unit

Other: 1 unit: Advanced math or computer science, not Computer Business Applications, or one unit of World History, World Geography, or Western Civilization (A.P. European). This is in ADDITION to social studies units outlined above.

**** These requirements are subject to change.****

CREDIT RECOVERY AND SC VIRTUAL SCHOOL

Online courses and credit recovery courses are available to WSHS students during and after school hours. The credit recovery lab is for students who have failed a course with a 50 or higher. Students can recover failed credit in our credit recovery lab during study hall, while taking the next level of the course in the classroom. Students will earn a grade of 60 for the course. (If you have any questions, please contact our School Counselors Office.)

Virtual school classes are taught online and are taken in addition to a student's regular course load at school. Students must take and pass a Technology Assessment before being approved to take an online course. (If you have any questions, please our School Counselors Office.)

GIFTED AND TALENTED PROGRAMS FOR AIKEN COUNTY PUBLIC SCHOOLS

The Aiken County Public School District serves state-identified gifted and talented students according to State Regulation R-43-220 and the policies of the local School Board. Gifted and Talented students are those identified in grades 3 – 12 as demonstrating high performance ability or potential in academic or artistic areas. The Gifted and Talented Educational Program (GT) serves academically gifted students in grades 3 – 12 throughout the school year. Artistically gifted students in grades 3 – 12 are served in the Gateway summer program.

Academically gifted students qualify for the Gifted and Talented Educational Program if they meet the criteria set forth in the state regulations. Identification may be appealed to the District Evaluation and Placement Team. According to state regulations, private testing may be used only for referral purposes, but not for identification. Parents, teachers, and students may make student referrals to the program through the school's GT teacher or the school's counselor at any time during the school year.

To be identified for the Gifted and Talented Educational Program, students must meet two of the following dimensions:

Dimension A: Reasoning Abilities – Students must demonstrate high aptitude (93rd national age percentile or above) in one or more of the following areas: verbal/linguistic, quantitative/mathematical, non-verbal, and/or composite of the three. All students are tested during the fall of grade 2 using the CogAT test to measure aptitude. Students at or above the 96th national age percentile on the composite score receive automatic GT placement.

Dimension B: High Achievement in Reading and/or Mathematical Areas – Students must demonstrate high achievement (94th national percentile or above) in reading and/or math as measured by a nationally-normed test or the South Carolina statewide assessment instrument (SCReady qualifying scores

are determined each year). All second grade students are tested during the fall using the Iowa Test of Basic Skills. Students in grades 3 – 8 are SCReady tested in the spring.

Dimension C: Intellectual/Academic Performance – Students must demonstrate a high degree of interest in and commitment to academic and/or intellectual pursuits. Students entering grades 6 – 12 meet this dimension if they demonstrate a 3.75 grade point average on a 4.0 scale in language arts, math, science, social studies, and foreign language. Students entering grades 3 – 6 demonstrate this dimension through a performance task assessment (STAR) that is administered to students meeting one of the two Dimensions detailed above. This performance assessment is given district-wide during the spring of each year.

Instruction in Gifted and Talented Educational Program classes exceeds the state standards for each grade level through a special class designated model in grades 3 – 12. Honors and Advanced Placement courses are used to serve GT students in the high schools. Artistically gifted students must apply for the Gateway program during the school year and complete the interview and audition process in the spring. This summer program serves newly qualified and previously qualified students. Complete Gateway information is on the District's website.

The Aiken County Public School District does not discriminate on the basis of ethnic or racial background, religious beliefs, sex, disability, economic or social conditions, alienage, national origin, immigrant status (except as limited or restricted by certain visa qualifications set forth in federal law) or by English-speaking status in, or employment in, its programs and activities. Inquiries regarding the nondiscrimination policies should be made to the Chief Officer of Administration (641-2420). For more information on the Gifted and Talented Educational Program, contact your school principal or Joel Deer (641-2403).

REPORT CARDS AND INTERIM REPORTS

- Report Cards and Interim Reports are sent home for the pur-

- pose of informing parents of the progress of their child.
 - Interim Reports are sent home at the mid-way date of each nine-week grading period.
- Report Cards are sent home at the end of each nine-week grading period.

STUDENT BEHAVIOR EXPECTATIONS

In addition to the Student Code of Conduct established by the Aiken County Board of Education, students are expected to exercise high standards of respect, manners, courtesy, sportsmanship, and self-discipline, all of which minimize the need for external rules and controls. The following are expectations of every student under the jurisdiction of Wagener-Salley High School:

- Students are expected to comply with directives given by faculty and staff members. Failure to obey a staff member may result in suspension or expulsion from school.
- Students should arrive to school and to class on time.
- Students should come to school prepared for class. Students should have their agenda, books, pencils and/or pens, paper, notebooks, homework, and other items needed for class.
- Students should actively and appropriately participate in all classes.
- Students should use school equipment, furniture and supplies appropriately and safely.
- Students should respect the rights of others, especially the right to learn.
- Students are expected to do their own work on all assignments. (Cheating/Plagiarism will result in disciplinary action.)
- **Students should not eat or drink in the building. Eating and/or drinking are only permitted in the cafeteria.**
- Students should assist in maintaining a clean school by cleaning their eating areas in the lunchroom and outside area and by discarding trash and litter into appropriate receptacles.
- Students should behave appropriately and respectfully at all

times while at school or at a school sponsored activity.

- Students who participate in school sponsored fundraising activities are responsible for the materials being sold and/or the money collected. All materials and money should be turned in at the designated time.
- Students should follow all classroom rules. Teachers may make specific rules for their classes.
- Students are to refrain from any public displays of affection while at school or at any school sponsored activity.

CRIMINAL CONDUCT

School administrators must contact law enforcement authorities immediately upon notice that a person is engaging in or has engaged in activities on school property or at a school – sponsored activity which may result or results in injury or serious threat of injury to the person or to another person or his property as defined in local Board Policy. Code of Laws of South Carolina 59-24-60

DISCIPLINE POLICY

For a complete discipline policy, please refer to the Aiken County Public Schools Student Code of Conduct for high schools, 2019-20 Academic Year.

Cell Phones

See the ACPSD Student Code of Conduct

Cheating

- Cheating is a serious violation of the Code of Student Conduct.
- Examples of cheating include: using another student's work, using another's words or ideas as one's own, using another

student's work without properly crediting the source, failing to follow the teacher's directions during a test (i.e. not looking at other's papers, not talking for any reason, not putting away materials, using unauthorized material during a test or assignment, etc.), obtaining answers or questions to tests or other assignments without the knowledge and/or permission of the teacher.

- A grade of "0" is given for any assignment where cheating occurs or where the impression of cheating occurs. Students should follow all directions completely.

Lunch Detention

- Administrators and teachers may assign lunch detention to students for minor infractions of the Code of Student Conduct or classroom rules.
- Failure to attend as assigned lunch detention will result in further disciplinary action which may include in or out of school suspension.
- Administrative lunch detention is held on Tuesdays and Thursdays in room 123 located in the Science Building.
- Students assigned to detention are expected:
 - To be on time.
 - To sign in appropriately.
 - *Failure to comply may result in additional disciplinary action taken.
- Students wishing to change a date for a detention assignment must contact the appropriate administrator by lunchtime of the day of the assigned detention. The lunch detention is not automatically reassigned at the student's request. The administrator will take into consideration the reason for the request, student's attitude, the student's prior discipline record, and the number of requests for changes already made by the student.
- Students will report before the Tardy Bell. If a student does not report before the Tardy Bell, he/she will not be allowed

to enter. Students are to sit and not talk. If a student does not follow the rules, he/she will be dismissed from Lunch Detention and will receive a Referral for the infraction. Lunch Detention Students will be escorted to the cafeteria for lunch.

Code of Student Conduct

- Students and parents are asked to read the Code of Student Conduct handbook since students will be held responsible for all of the information contained in it.
- Students and parents MUST sign and return the "Parent and Student Acknowledgement Form" to their homeroom teacher during the first week of school.
- Students should be aware that the student's cumulative discipline record partially determines the disciplinary actions taken for each violation of the Code of Student Conduct.

IN-SCHOOL SUSPENSION

ISS will be assigned for violation of school/district rules in accordance in accordance with ACPSD Student Code of Conduct.

SCHOOL BUS TRANSPORTATION

Please review the ACPSD Student Code of Conduct for information regarding student behavior expectations while being transported on school buses.

EMERGENCY DRILLS

- Emergency drills are conducted regularly. These drills are intended to familiarize students and staff with safe exits and safe practices if a real emergency were to develop. Emergency drill information is posted in each room.
- During any drill or real emergency:
 - Students should obey all directions given by their teacher or other staff member.

- Students should not run, push, or be involved in horse-play.
- **Students are to remain with their teacher at all times.**
- Students should return to the classroom with their class at the conclusion of the drill.

Gas Leak or Chemical Spill

- Notification through the P.A. System or Personal Visit
- Remain in the classroom unless instructed to evacuate. If instructed to evacuate, then:
 - Students should form a single file line.
 - Students should exit the classroom and the building quietly and orderly and go to the area designated by the teacher.

Fire Drill

- At the sound of the alarm:
 - Students should form a single file line
 - Students should exit the classroom and the building quietly and orderly and go to the area designated by the teacher.

Intruder on Campus Drill

- Notification through the P.A. System
- Students are to remain in the classroom and go to the area directed by the teacher.
- Students should remain quiet.
- Students should not go to the door.
- Students should not open the door for anyone unless directed to do so by the teacher.
- If a student is locked out of the classroom during an “Intruder Alert” the student should report immediately to the Main or Attendance Office (whichever is closest).

Tornado Drill

- Notification through the P.A. System.
- Students should form a single file line and report to the designated safe area of the hall.
- Students should take a “duck and cover” position until given the “All Clear” signal.
- If evacuation of the building is necessary, then students should exit the building by the nearest safe exit designated by the teacher.

DRESS CODE

The Dress Code is now a part of the Aiken County Public School’s Student Code of Conduct for high schools, 2016-17 Academic Year. Please refer to page 11, Dress Code Secondary School.

COMMUNITY SERVICES

Aiken County Health Dept. 1-800-868-0404

- 8:30a.m. –5:00 p.m. (Ask about extended or weekend hours)
- Main Office 222 Beaufort Street NE, Aiken SC 29801
803-642-1687

County Mental Health 803-641-7700

Aiken Intervention Help Line 1-877-648-9900

Includes crisis, daycare, disability, addiction

Aiken County Dept. of Social Services 803-202-3500

National Runaway Safeline 800-786-2929 (1800RUNAWAY)

ELECTRONIC RESOURCES

Open eBooks — free ebooks available through the Open eBooks mobile app you download from the app store for your iOS or Android device. Contains thousands of popular/current fiction and non-fiction titles. Ask Ms. Loy for your personal login and instructions on how you can get started!

MackinVia.com — ebooks and audiobooks that have been purchased/provided to WSHS specifically for our students and faculty. Ask Ms. Loy for the generic login and how you can create your own account!

Destiny/Destiny Discover — the online library catalog and “facebook” for students to review and recommend books to their peers. Ask Ms. Loy how to create your own account!

SCDISCUS.org — SC Virtual Library of databases to meet all of your informational needs. Includes items like: Ferguson’s Career Guide; Bloom’s Literature; Britannica (Encyclopedia); Auto Repair Reference Center; and much, much more! See Ms. Loy for the login you’ll need for home access. Some databases allow you to create your own accounts, such as Learning Express Library, where you can take practice exams for almost any test you can think of: SAT, ACT, AP Exams, ASVAP, and more!

SCOIS.net — SC’s Official Career Resource Network to assist students with preparation for career and college choices by providing up-to-date college and career information. Ask Ms. Loy for the generic login, then create your own portfolio to collect your own data and information specific to your interests.

Nancy Bonnette Branch—Public Library Resources: In addition to physical books, audiobooks and movies, did you know you can checkout digital items, too? In order to do so you’ll need your library card number and a PIN. See your public librarian for assistance. The Nancy Bonnette Branch public library is open Monday — Thursday from 10-1 and 2-6 and can be reached at 564-5396.



Parents and/or Employees
Aiken County School District

RE: Asbestos Management Plan

Dear Parents and/or Employees:

This letter is to formally notify all parents and employees that the Aiken County Public School District is in compliance with the Asbestos Hazard Emergency Response Act (AHERA) U.S. EPA Asbestos Containing Building materials (ACBM) in schools, 30 CFR Part 763, October 30, 1987. A Management Plan, which identifies and assesses the asbestos found in our facilities, has been prepared for each building.

A copy of the Management Plan has been approved by the State Department of Health and Environmental Control and distributed to each school or administrative office. The public may view the Management Plan for each facility during normal operating hours by contacting the school office or administrative office. The Management Plan lists the planned response actions for the ACBM, which are currently in progress.

The entire school system was re-inspected for ACBM conditions in October 1998, and found to be in compliance with AHERA regulations.

Any questions pertaining to the Management Plan may be directed to Mr. Robbie Roberson, Coordinator for Facilities Construction Department at (803) 642-0431.

Sincerely,

A handwritten signature in black ink, appearing to read "Sean Alford", written over a horizontal line.

Sean Alford, Ph.D.
Superintendent

SEAN ALFORD, PH.D., SUPERINTENDENT
1000 Brookhaven Drive • Aiken, South Carolina 29803
803.541.2430 • 803.642.8903 fax
scpsd.net

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