



STUDENT HANDBOOK

This is your Student Handbook for the 2024-2025 school year. You and your parent(s) or guardian(s) are asked to carefully read and adhere to these guidelines. **You, the student, are responsible for knowing and following the rules contained herein.**

Principal:

Mrs. Jamie Voorhies

Assistant Principals:

Dr. Nateil Carby

Mr. Rick Fontaine

Mrs. Elise Heaton

Mrs. Brandi Meeks

Find us on the web at: www.fcboe.org/smhs or on social media @StarrsMillHS



JURISDICTION OF THE BOARD OF EDUCATION

Students enrolled in Starr’s Mill High School are subject to the policies of the Fayette County Board of Education and to the rules and regulations of the Guidelines for [Student Code of Conduct](#) as well as the student handbook. This authority applies to all school-sponsored activities, but not limited to the following:

- Transportation on school buses
- Field trips
- Athletic events
- Club or organization meetings
- School-sponsored social events
- School groups representing the school in educational events

PREFACE

This student handbook contains information that will inform the student about rules and regulations at Starr’s Mill High School. The administration wants this handbook to be a useful tool in explaining the rules. These guidelines help guarantee that the rights and well being of every student will be respected. The administration retains the right to prescribe penalties for violations of guidelines not specifically stated here and to alter any assigned penalties as he/she sees fit. Furthermore, the administration reserves the right to amend any provisions in these guidelines, which he/she deems to be in the best interest of the educational process.

THREATS AND HARASSMENT STATEMENT

For all students to learn and grow, schools must have a safe environment. Current events suggest that ensuring such an environment is a task which requires a strict, no-nonsense approach to any words or deeds that reflect the violence of our times. Starr’s Mill High School will regard all written and/or verbal threats, implied or direct, toward students, staff members, or school and staff property, as acts of malice and endangerment. The school’s discipline action will be immediate and severe. Incidents may be reported to the police and/or sheriff’s department, depending on the specific jurisdiction.

ACADEMIC HONORS

Academic excellence is recognized at the end of each semester. High honor roll may be achieved by those students who have no grade below 93. Honor roll consists of students earning no grade below 90.

ACADEMIC ASSESSMENT AND REMEDIATION

1. Tests other than standardized tests are administered and evaluated at the discretion of the classroom teacher.
2. Students will have the opportunity to retake a summative assessment to improve their performance when the student has not demonstrated mastery on the assessment.
 - a. Mastery is defined as a score of 85% or higher on the assessment.
 - b. Students may use the remediation and reassessment process to raise their original score on an assessment to **a maximum of 85%**.
 - c. Teachers may offer the reassessment for all **or** part of the summative assessment based on student performance and test design.
 - d. Students may be required by their teacher to complete a remediation activity, or activities, prior to taking the reassessment. This may include any missing formative assignments intended to be developmental activities for the unit assessed. Students must also attend at least one in-person remediation session with their teacher before taking the reassessment. Remediation requirements will be developed by, and consistent within, each subject-area PLC.
 - e. Reassessments may be scheduled with/by the teacher before or after school. Students may also have the option to complete remediation activities and/or reassessments during Saturday School.
 - f. Reassessments must be completed within 2 weeks of the return of the graded summative assessment.
3. Students will **not** have the opportunity to remediate or redo summative assessments that are not standard tests and are completed over an extended period of time, during which time students are provided with teacher feedback and given the opportunity to improve their final assessment products based on that feedback. Examples of such summative assessments include essays and other extended writing assignments, projects, presentations, summative science labs, etc.
4. Make-up tests will be administered in the event of an excused absence from class as follows:
 - a. A student who is present on the day a test is announced, but absent on the day it is given, will take the test on the first day of his/her return to school unless other arrangements are made with the teacher.
 - b. Failure to make up a missed test within five school days after an absence will result in a grade of zero on that test.
 - c. Make-up tests should be scheduled with teachers. Students may also have the opportunity to make up missed assessments during Saturday School.

ATTENDANCE POLICY

School attendance is critical to learning; therefore, the State Legislature has established attendance laws for the entire state of Georgia. Starr's Mill High School follows this as outlined in the [Fayette County Secondary Code of Conduct](#).

ATTENDANCE

1. After an absence, a student should give his/her written excuse to the Attendance Office or a parent can email the excuse to smhsattendance@fcboe.org. Students/parents have three (3) days to turn in an excuse or the absence will be counted as unexcused. A student has five (5) days to make up work missed during **excused absences**. A field trip absence is allowed only one (1) day to make up work. A student that misses the day of a pre-announced assessment may be expected to take that assessment on the day he/she returns from an absence.
2. Students must be present for at least half the day to participate in extracurricular activities that afternoon/evening.
3. Once a student reaches (5) absences during the semester using a note from a parent, he/she must produce a doctor's note in the future.
4. **The state of Georgia and the Fayette County School System** recognize the following reasons as **excused** for an absence, check-in, or check-out:

EXCUSED ABSENCES - As permitted under the state law and State Board of Education policies, students may be excused lawfully for the following reasons (GA BOE Rule 160-5-1-.10):

1. Personal illness or when attendance in school endangers the student's health or the health of others.
2. A serious illness or death in a student's immediate family necessitating absence from school.
3. A court order or an order by a government agency, including pre-induction physical examinations for service in the armed forces, mandating absence from school.
4. The observation of religious holidays, necessitating absence from school.
5. Conditions rendering attendance impossible or hazardous to student health or safety as determined by the Fayette County School System.
6. Registering to vote or voting in a public election, which shall not exceed one day.
7. A student whose parent or legal guardian is in military service in the armed forces of the United States or the National Guard, and such parent or legal guardian has been called to duty for, or is on leave from, overseas deployment to a combat zone or combat support posting, shall be granted excused absences, up to a maximum of five (5) school days per school year, for the day or days missed from school to visit with his or her parent or legal guardian prior to such parent's or legal guardian's deployment or during such parent's or legal guardian's leave. A student whose parent is currently or previously served on active duty in the U.S. armed forces or in the Reserves or National Guard on extended active duty may be granted excused absences, up to a maximum of five (5) school days per school year, not to exceed two (2) school years to participate in military affairs sponsored events, provided the student provides documentation prior to the absence (O.C.G.A. § 20-2-692.1)
8. Any other absence not explicitly defined herein but deemed by the Fayette County Board of Education to have merit based on circumstances.

ATTENDANCE – Late Check-Ins / Tardies

Students should arrive on time to school every day. Students who arrive to school late should check in through the Attendance Office, but if the student is in the building at 8:35 am, they should report to class and will receive a tardy from their teacher unless they have that check-in note from the Attendance Office. **TARDIES are only considered excused for (1) illness; (2) a doctor's appointment; or (3) a dental appointment.** If a student fails to report to the appropriate place for a late pass, it is considered a class skip. Students will be responsible for bringing a note for each excused check-in by the end of the 3rd day. **Example:** A check-in on Tuesday dictates the proper excuse note must be submitted to the Attendance Office by the end of the day on Thursday. After that time, it will be unexcused. Records will be kept on all tardies to school. The fourth unexcused tardy to school (and each successive tardy) will result in a referral to the administration for disciplinary action.

Consequences for students arriving late to class will be as follows:

- 1st Tardy - Warning
- 2nd Tardy - Teacher Detention (20 Minutes)
- 3rd Tardy - Teacher Detention (30 Minutes)
- 4th Tardy - (and thereafter) - Administrative Referral

ATTENDANCE – Checking-Out Procedures

1. Bring a note to the Attendance Office **before** school begins or have your parent complete the Google Form on the website. Hard copy notes must include the **student's name, reason for dismissal, time of dismissal, parent signature, and a phone number where the parent can be reached** for verification. The student will not be allowed to leave unless the Attendance Office can verify the note. Students who plan to check out should stop by the Attendance Office to pick up the check-out slip or check their school email for approval to check out. The checkout will remain unexcused until a note is received. A student must submit that excuse within three (3) days.
2. Students who are ill **must** go to the Clinic. Students will not be dismissed without permission of the parent or medical professional. Students that do not check out ill through the Clinic will be unexcused.
3. Students are not allowed to return to school after checking out unless they have a medical appointment, are appearing in court, or are attending a funeral.
4. Students involved in extracurricular activities must be present in school at least half of the instructional school day in order to participate in a school activity that afternoon or evening.
5. Due to the large number of attendance transactions, student check-outs on days before holidays are by **note only** and should be presented to the Attendance Office before school begins.
6. Checking out for lunch is not permitted.
7. If a student checks in or out more than five (5) times during the semester using a note from a parent, he/she must produce a doctor's note in the future.
8. Student checkouts are not permitted during EOC Milestones or during semester final exams.

ATTENDANCE – Final Exams

Final exams are an integral part of course requirements for students in the secondary schools of Fayette County. All students will be required to take final exams for courses in which they are enrolled at the time those exams are scheduled.

2024-2025 final exam dates are:

- First semester: December 17, 18, 19, and 20
- Second semester: May 16 and 19 (Graduating seniors only)
- Second semester: May 20, 21, 22, and 23 (all other students)

Only those students who present evidence of a lawful absence will be permitted to make up an exam. All make-up exams must be approved by the Principal. Exams may not be taken early. During the second semester, seniors with averages below 80 will take final exams. There will be no check-outs during the scheduled exams. Due to the heavy workload in the Attendance Office during exams, no check-outs by phone will be accepted. To check out, students must submit the exam exemption check-out form completed through Infinite Campus with check-out times and dates.

ATTENDANCE – Prearranged Absences

Requests for prearranged absences must be completed and submitted to the administration one week prior to the dates of absence. These forms may be obtained from Mrs. Marchman or Mrs. Frey in the Principal's Office and then returned to them for Mrs. Voorhies's approval. **Once approved by the Principal, completed forms are returned to the Attendance Office.** Approved prearranged absences are designated unexcused. If they are approved, the student may make up his/her academic work. The Principal uses professional judgment in giving permission for these absences based on the reasons stated in the request. Such factors as the educational value of the proposed experience, the resulting personal or family benefit, and the impact of the absence on the student's academic progress will all be considered before determining whether a prearranged absence is approved or unapproved. The absences will count toward the state attendance policy.

ATTENDANCE – Prolonged Absence Due to Illness

The Fayette County Board of Education provides a hospital homebound teacher for students who are absent for long periods of time due to illness. Parents should contact the Counseling Department to request the services of the homebound teacher. In order to qualify for services, a physician must verify in writing that the student will be absent from school for at least two (2) weeks. The student is placed on homebound status as soon as the Principal and the visiting teacher approve the physician's recommendation. Parents should contact the Counseling Department for more information.

BEHAVIOR GUIDELINES

Starr's Mill High School wants to establish a comfortable atmosphere that will assure that each student can learn and grow as an individual. Each student is expected to control his/her behavior and conduct himself/herself in a mature manner. When the educational or organizational process of the school is interrupted, everyone loses valuable time and opportunities. It is important for students to understand and learn to deal with the consequences of their behavior choices.

Disciplinary actions result when students do not meet the expectations set forth by the teachers and administrators at Starr's Mill High School. These actions will be applied to students who are on school grounds during, immediately before, or immediately after school; on the grounds at any time of any school function; off the school grounds at a school activity, function, or event; in route to or from any school function; or otherwise subject to the jurisdiction of school authorities.

A. Examples of behaviors which may result in expulsion from Starr's Mill High School include:

1. Use or possession of weapons (including knives, firearms, or explosives)
2. Being in possession of, or under the influence of, drugs or alcohol (includes possession of counterfeit drugs, any substance controlled and/or non-controlled represented as a drug, and paraphernalia)
3. Damage to school property (vandalism)
4. Use of violence, forced coercion, threat, or any form of intimidation directed against staff members. Students who exhibit chronic discipline problems will be referred to a Discipline Tribunal as stated in the Board of Education policy.
5. Fighting or acts of violence against students on school property or during school activities.

B. Examples of serious behavioral offenses include:

1. Tobacco policy violations, including possession of lighters, matches, or vaporizers
2. Failure to report to the office when instructed to do so by a staff member (insubordination)
3. Classroom disruptions
4. Theft
5. Repeated violations of minor behavior offenses
6. Gang-related clothing or activities

C. Examples of other behavioral offenses include:

1. Dress code violations
2. Public display of affection
3. Being in any off-limits area
4. Being tardy to class/school
5. Failure to attend class

The Fayette County Board of Education prohibits gang activity, the use or possession of gang paraphernalia and gang-related attire, and distribution of gang-related material in all schools.

Students and parents are responsible for reading carefully the [FAYETTE COUNTY SECONDARY CODE OF CONDUCT](#). These guidelines establish discipline expectations.

BUS TRANSPORTATION

Bus transportation will be provided but should be considered a privilege. Students will be responsible to the driver and must observe the rules of the Student Code of Conduct when riding the bus. Buses will load and unload at the bus ramp behind SMHS. Misbehavior on the bus will be taken seriously by the administration. Penalties may range from being taken off the bus to expulsion from school. Students may be assigned seats.

CAFETERIA GUIDELINES

1. Breaking in line is prohibited for all students.
2. No food will be sold between lunch periods.
3. For the 2024-25 school year, the lunch price for secondary students is \$3.25.
4. Students are NOT permitted to charge items in the cafeteria.
5. A la carte is also available.
6. [Free and reduced lunch applications are available here](#). Families only need to complete one application for the entire family.
7. Funds can be added to lunch accounts manually or automatically both in person and [online via My School Bucks](#).
8. In keeping with a desire to help develop proper social skills, students who do not clean up after themselves may be subject to disciplinary action.
9. Checks will be accepted until the end of the school year.

Students will eat lunch in the cafeteria or on the patio outside of the cafeteria. **Deliveries directly from restaurants or food delivery providers are not allowed at SMHS.** Restrooms available to students during lunch are located across from the cafeteria next to the Counseling Office. The gymnasium, gymnasium lobby, auditorium and lobby, and **all halls are off limits during lunch hours.**

CARE OF SCHOOL AND PERSONAL PROPERTY

Students are responsible for the proper care of all books, supplies, and furniture supplied by the school. Students who disfigure property, break windows or do other damage to the school, personal property or equipment will be required to either pay for the damage which is done or replace the item. **Students should limit items brought to school to those items necessary for school activities.** Students are strongly discouraged from bringing any unnecessary money to school. The administration is not responsible for items or money brought to school that become lost or stolen; however, thefts should be reported to the office.

CELL PHONE POLICY

Purpose: The purpose of this cell phone policy is to establish guidelines and expectations for the appropriate use of cell phones by students at Starr's Mill High School. This policy seeks to create a positive and focused learning environment that promotes effective communication, responsible technology use, and academic success at Starr's Mill High School.

Cell phones can be considered inappropriate at school for several reasons:

- **Disruption of Learning:** Cell phones can disrupt the learning process by causing distractions. Students may receive notifications, engage in texting or social media, or use their phones for non-academic purposes, diverting their attention away from classroom activities and hindering their ability to focus and participate effectively.
- **Academic Dishonesty:** Cell phones can facilitate academic dishonesty. Students may use their phones to cheat on assessments by accessing unauthorized materials or communicating with others, compromising the integrity of the evaluation process and undermining their academic progress.
- **Interference with Classroom Environment:** Cell phone use can interfere with the overall classroom environment. Ringing or vibrating phones can create noise disruptions, interrupting lectures or discussions. Moreover, the use of cell phones for non-academic purposes can lead to peer distractions and social dynamics that detract from the educational atmosphere where the exchange of ideas is paramount to learning.
- **Cyberbullying and Inappropriate Content:** Cell phones provide a platform for cyberbullying, where students can engage in harmful behavior towards their peers. Additionally, cell phones offer easy access to inappropriate or explicit content, which can be detrimental to students' well-being and violate school policies.
- **Safety Concerns:** In some situations, cell phones can pose safety concerns. Students may use their phones inappropriately during activities where their full attention is necessary, such as in science laboratories or physical education classes, leading to accidents or injuries.

General Guidelines:

1. Cell phones should be turned off during instructional time, including classroom sessions, exams, and other school activities unless explicitly permitted by a teacher or administrator for educational purposes.
2. Cell phones will be placed in a cell phone holder upon entering the classroom.
3. Cell phones should not be used in a manner that disrupts the learning process, infringes upon the rights of others, or violates school rules and regulations.
4. Cell phones should not be used in hallways or restrooms during instructional periods.
5. The school will not be held liable for any loss, damage, or theft of personal devices. Cell phones are not needed for instruction.

Appropriate Cell Phone Use:

1. During non-instructional times such as lunch breaks and before/after school, students are allowed to use their cell phones within designated areas: cafeteria, media center, gym lobby, courtyard, and other exterior spaces. Cell phone use during these times should not interfere with the safety, well-being, or rights of others. Any misuse will result in disciplinary action.
2. Some students have healthcare issues that require them to have cell phone access during the school day and they will still be able to access their health apps.
3. In case of emergencies, students are allowed to use their cell phones to communicate with their parents/guardians or emergency services.

Consequences for Misuse:

1. Violations of the cell phone policy will result in consequences ranging from a verbal warning to disciplinary action, depending on the severity and frequency of the infraction.
2. Disciplinary actions may include confiscation of the cell phone, loss of privileges, detention, parent/guardian notification, or other appropriate measures as determined by the Code of Conduct. Repeat or serious violations may lead to more severe consequences, such as suspension or loss of privileges to bring cell phones on campus.

Parent/Guardian Involvement:

1. Parents/guardians are encouraged to support the school's cell phone policy and reinforce appropriate cell phone use at home.
2. Parents/guardians should ensure that their child's cell phone use does not interfere with their academic performance or social interactions.

CLOSED CAMPUS

SMHS operates a closed campus. **Students must remain on the school grounds from the time of arrival, even if class has not started, until the time of dismissal.** All parking lots are off limits during the school day. Students will be permitted three parking lot visits each semester.

COLLEGE VISITS

Students are encouraged to visit potential colleges and universities in the summer or during school breaks. However, if a Junior or Senior wishes to utilize a college visit (2 per year) they must fill out the college visit form and follow proper procedures for it to count as a field trip for attendance. College visit forms are available in the Counseling Office and **must** be submitted at least three (3) days in advance of a scheduled visit. **All junior and senior college visits must be completed prior to Spring Break. After Spring Break, a pre-arranged absence form must be used instead.**

COMPETITIVE INTERSCHOLASTIC ACTIVITIES

Students participating in competitive interscholastic activities, (e.g. sports, band, or competitive activities) must comply with Georgia High School Association policies regarding academic eligibility as outlined in the [GHSAA Constitution and Bylaws](#). Students not meeting these requirements will be ineligible for one semester; ineligibility will continue until the student meets GHSAA eligibility requirements.

COUNSELORS

The Counseling Office of SMHS is available to help plan an individual course of study, to help resolve conflicts or personal problems, and to explore career opportunities and choices. A student needing to see a counselor should stop by the Counseling Office and sign up for an appointment.

The counselors at SMHS are assigned alphabetically according to the following groupings:

Ms. Meshanna Marcus is the counselor for students whose last names begin with: **A - EK**

Ms. Pam Lewis is the counselor for students whose last names begin with: **EL - KI**

Ms. Lauren Fleming is the counselor for students whose last names begin with: **KL - PO**

Ms. Ashley Clay is the counselor for students whose last names begin with: **PR - Z**

Parent conferences with counselors, teachers, and/or staff may be scheduled by calling the student's assigned counselor.

DANCE GUIDELINES

At Starr's Mill High School we want to ensure that our dances remain fun, but also socially acceptable to all students as well as all members of our community. With that being said, students need to be aware that there are certain types of dancing that are simply not acceptable at school sponsored functions. In addition, **the state of Georgia has a statute, which makes some types of dancing in the presence of minors (any person under the age of 18) a violation of the law. The statute reads: 16-6-8: "A lewd caress or indecent fondling of the body of another person..."**

16-12-100: "Sexually explicit conduct" means actual or simulated. "Performance" means any play, dance, or exhibit to be shown or viewed by an audience.

Furthermore, students who do not follow these guidelines will be asked to leave the dance and will not receive a refund. A member of the SMHS Administration will be responsible for enforcing these rules/guidelines and their judgment will be final.

DANCE GUESTS

SMHS students and their guests must show valid student ID at the ticket table. Dates from other schools must be registered with the Assistant Principals' Secretaries at least one week prior to the date of the dance. SMHS students are responsible for the behavior of their guests and must ensure they are familiar with the dance guidelines and rules.

DANCE RULES

1. Admittance is limited to the 1st hour of the dance, or with administrative approval.
2. For inappropriate or suggestive dancing, students may be required to leave.
3. Upon leaving a dance, students must leave the premises and may not return to the event.
4. Dates from other schools must be registered with the Assistant Principals' Secretaries at least one week prior to the date of the dance.
5. Students not picked up 20 minutes after the end of the dance will not be allowed to attend the next dance.
6. Students in ISS, OSS, or assigned to the alternative school cannot attend dances scheduled while serving discipline consequences.
7. Valid student ID is required for admission.

DISCIPLINE CONSEQUENCES

Fayette County Schools follow a progressive discipline practice. Student discipline is carried out on a case by case basis using a set of guidelines to determine consequences. Discipline consequences issued by the administration may range from a warning to expulsion. Discipline consequences will increase with subsequent infractions of the same rule.

1. Warning – verbal conference with student
2. Administrative Detention – assigned by the administrator. After-school detention is on Tuesdays and Thursdays for 45 minutes beginning five minutes after the dismissal bell. Lunch detention may also be utilized.
3. Saturday School – Selected Saturdays from 8:00 am – 12:00 pm.
4. In-School Suspension (ISS) – (alternative to out-of-school-suspension). The student is counted present and is placed in a classroom on the SMHS campus under the direct supervision of a classroom teacher. The student is allowed to do class work, quizzes, tests, etc.
5. Out-of-School Suspension (OSS) – The student is not allowed to come to school and he/she is given zeros for any graded activity unless the student is permitted to make up work in Saturday School.
6. Expulsion – The student is not allowed to attend SMHS (Discipline Tribunal can expel students from SMHS).

DISHONESTY

Starr’s Mill High School believes that every student should be honest about his or her schoolwork. Academic dishonesty includes cheating on tests, copying another student’s work, copying word for word from books, encyclopedias, magazines, or technology media or allowing another to use or copy your own work. When a student participates in any form of academic dishonesty, including allowing another to copy their work, this may result in academic as well as disciplinary consequences.

DRESS CODE

Fayette County School System students are expected to dress and be groomed in such a way as to reflect neatness, cleanliness, and good taste. Student dress should not distract or cause disruption in the educational program or orderly operation of the school. School administrators will be responsible for determining dress code violations. The Principal reserves the right to amend any provision that he deems to be in the best interest of the student or the educational process. Starr’s Mill follows the Fayette County Schools Dress Code as outlined in the [Secondary Code of Conduct](#).

The home and school need to cooperate in the matter of dress. School is the student’s place of business, and as such we ask students to dress modestly and appropriately in a manner which is not distracting or disruptive to the learning environment. Questionable school attire not covered in the descriptions above will be subject to administrative discretion.

The following are the standards for school dress:

1. Students must wear clothing that includes both a shirt with pants or a skirt or the equivalent (ex. dresses, leggings, shorts) and footwear. Undergarments must not be exposed.
2. Garments will cover the waist, shoulders, back, torso, and chest in all situations. No skin may show at the waist.
3. Pants, shorts, slacks, shirts, dresses, and skirts will be of appropriate size and fit. Holes in the pants or shorts must be below the fingertips. Pants, shorts, and skirts must always be worn on the waist. The entire buttocks and upper thigh must be covered.
4. Clothing must not symbolize, suggest, display or reference: tobacco, cannabis, alcohol, drugs, drug paraphernalia, profanity, hate, promotion of violence, illegal activities, and/or pornography. Clothing should respect the intent to sustain a positive learning environment.
5. Sleepwear may not be worn. Full, opaque pants will not be enforced as sleepwear, even if made of fleece or flannel.
6. Footwear must be worn at all times. Footwear that may cause damage to floors (e.g. cleats, skates, etc.) are not allowed.
7. Sunglasses may not be worn inside the building.
8. Wallet chains or other types of chains, or any jewelry that may be potentially dangerous or disruptive are not allowed.
9. Hats, caps, non-religious head coverings, visors, or hoods may not be worn inside the building.
10. Gang-related clothing, bandannas, signs, flags, symbols, and tattoos are not allowed.

DRESS CODE VIOLATION CONSEQUENCES

- 1st offense – Student is sent to the office to either change or have a parent bring appropriate clothing. If clothing is not changed, the student will be sent to ISS for the remainder of the school day.
- 2nd offense – Student will receive 1 day of ISS.
- 3rd offense – Student will receive 2 days of ISS.
- 4th offense – Student will receive 3 days of ISS.
- 5th offense – Student will receive 3 days of OSS.

If you are in doubt about whether a particular item of clothing is acceptable to wear, **don't wear it!** When a student is sent to the office for a dress code violation, he/she must remain in the office until an administrator makes a decision on his/her attire.

ELECTRONIC DEVICES

Students are expected to bring their school-issued Chromebooks to school every day charged and ready for use. This technology can have a positive impact on the learning environment and should be used appropriately in the classroom. **Personal laptops or computers are not allowed on campus.** Research continues to show the negative impact on learning of a student's personal electronic communication device when used for messaging, social media, or other non-school related activities. **Thus, students will not be allowed to use their personal electronic devices**

during class from the bell to start class until the bell to end class. Students will put electronic devices into the pouches provided in each classroom for that purpose during class time. **Students may not wear earbuds or headphones during class without the expressed permission of the teacher on that day.** Teacher discipline will be administered to students who use their electronic devices without permission. If there are repeated offenses, teachers will submit the names of students using personal devices to administration through the discipline referral process. Consequences may range from administrative detention to out of school suspension. Students may use their personal electronic devices in the hallways during class changes, during lunch, and before and after school.

EMERGENCY DRILLS

Emergency drills will be held at least one time per month. We will have drills throughout the year to practice our response in the event of multiple different emergency situations that can and have occurred in school settings across the country. Your teacher will make you aware of evacuation procedures. Be sure to follow teacher directives and move quickly to your assigned area. Participation in drills is required. Teachers will take attendance during the drill. Some drills will be pre-announced while others may not be.

EXAMS

A final exam worth 20% of the final course average will be administered for every course. Exams are given the last four days of the semester and cannot be changed without permission of the school Principal. Some courses will substitute a Milestone Test or Advanced Placement Test for a final exam. Exams will not be given early.

2024-2025 final exam dates are:

- First semester: December 17, 18, 19, and 20
- Second semester: May 16 and 19 (Graduating seniors only)
- Second semester: May 20, 21, 22, and 23 (all other students)

EXAM EXEMPTIONS: ACADEMIC FINAL EXAM EXEMPTION

As a reward for academic excellence, a student may choose to exempt a final exam provided he/she has a grade of 95 or better in the class. Once the exam exemption forms have been turned in to the office and the student exemption has been noted, the grade could drop below a 95 if the teacher still has outstanding grades to be entered.

- Any student who maintains an overall grade average of 95 or better in a class may choose to exempt the final exam in that class.
- All students enrolled in 7 courses on the SMHS campus may use up to three (3) academic exemptions.
- All students not enrolled in 7 courses on campus (opt-out/dual enrollment/credit recovery) may use up to two (2) academic exemptions.

EXAM EXEMPTIONS: ATTENDANCE FINAL EXAM EXEMPTION

Each semester, a student may exempt any one final exam provided the student has a semester average of at least 70 in the course he/she wishes to exempt **and** has 5 or less unexcused attendance occurrences (including tardy to school and tardy to class).

NOTE: A student may be exempt under **one exemption category only**. He/she may not exempt one exam for general exemption and one exam for academics. Milestone End-of-Course Tests cannot be exempted.

The parent approval form must be completed for a student to exempt exams or to check-in or check-out on exam days. These are generated by the county during the exemption window.

EXAM EXEMPTIONS: SENIOR EXAM EXEMPTION

A high school senior who will be graduating at the end of the second semester may exempt the final exam in any course(s) provided the senior has a grade of 80 or higher in that course **AND** provided the student has five (5) or less unexcused attendance occurrences (including tardy to school and tardy to class). A senior may use the Academic Final Exam Exemption in lieu of the Senior Final Exam Exemption if the student chooses.

For all final exam exemptions:

- a. If a student qualifies for both attendance and academic final exam exemptions, the student **MUST** choose only one type of exemption (attendance or academic). A student may not combine the two types of exemptions.
- b. A student may not exempt the first or second semester final exams for courses with an End-of-Course Milestone assessment, AP courses, and IB courses.
- c. Final exams in dual enrollment courses are under the jurisdiction of the post-secondary institution. FCBOE final exam exemption procedures do not apply to dual enrollment courses.

EXTRACURRICULAR ACTIVITIES

Students elected to leadership positions in all extracurricular and/or student government organizations are recognized as leaders and role models. Therefore, exemplary conduct on and off school campus is expected by the school administration, staff, and fellow students, as well as the community. Illegal or inappropriate behavior will be subject to administrative action, which may include suspension or removal from elected office or denial of privilege to run for elected office.

FLAGS, SIGNS, AND BANNERS

Display of flags, banners, or signs must be approved by the administration prior to displaying on school grounds or at other school-sponsored activities.

FOOD AND DRINK

In an effort to keep all classrooms, hallways, and other areas of the school clean and sanitary, it is suggested that students limit the amount of food, drink, and/or gum consumed outside of the cafeteria. Policies for the allowance of food, drink, and/or gum in the classroom will be left to the discretion of each individual teacher. Each teacher's classroom policy for this will be clearly stated and communicated to students and parents. Whether in the cafeteria or elsewhere, students are responsible for cleaning up after themselves after eating or drinking.

GIFTED PROGRAM

In grades 6-12, gifted students study in specific academic areas of interest and expertise. All gifted classes are taught by teachers who are specialists in their field and have earned an additional certification endorsement. The secondary gifted program for grades 6-12 offers content area classes that are both qualitatively and quantitatively different from those in the regular curriculum. To be eligible for the gifted program, students are evaluated in four areas: mental ability, achievement, motivation, and creativity.

GOVERNOR'S HONORS PROGRAM

The Governor's Honors Program is a challenging academic summer program for the top 750 high school students in Georgia. These students take courses in their areas of nomination as well as in elective areas. These courses are taught by master teachers with exceptionally strong backgrounds, but also with wide-ranging interests and a general, interdisciplinary approach to teaching. Governor's Honors serve sophomores and juniors statewide who are extremely capable and highly motivated and who demonstrate a firm commitment to a particular area. The GHP selection process begins at the school level early in the fall and continues through the school year at the County and State levels. Students selected for GHP demonstrate self-motivated passion for their chosen area far beyond the classroom experience. In addition, nominees must have taken the PSAT in order to qualify. Students who attended Governor's Honors in the past are ineligible.

GRADING

Final grades in all classes will be determined by the following formula:

Final average (100%) = Formative grades (30%) + Summative grades (50%) + Final Exam (20%)

All teachers will report grades on a semester basis as follows:

1. Progress Reports - 4½ weeks
In progress numerical grade – available in Infinite Campus
2. Report Cards - 9 weeks
In progress numerical grade – available in Infinite Campus
3. Progress Reports - 13½ weeks
In progress numerical grade – available in Infinite Campus
4. Report Cards - 18 weeks
Final semester numerical grade assigned and permanently recorded on transcript

HALL TRAFFIC

Keep halls open to traffic by walking on the right. Do not block traffic by standing in groups. Be considerate of others in the halls and classrooms by moving through the halls quickly and quietly. Students should not yell, scream, hit lockers, make excessive noise, or engage in horseplay during class changes. Students should keep their hands to themselves, walk directly to their class in an orderly manner, and enter their classroom upon arrival. Running in the halls will be a discipline issue.

HALL PASSES

Hall passes are to be used for all students who leave the classroom for any reason and will be created digitally using the SMARTPass system. **Only one student will be allowed out of class at a time to use the restroom and/or water fountain.** Students will be limited to two (2) passes per day to use the restrooms and/or water fountains, so they should use them sparingly and wisely. *Exceptions will be made for students who need to use the restroom more frequently for documented medical/health-related reasons.* Students are encouraged to use the restroom before school starts, during class changes, and during lunch in order to limit the amount of passes needed for this reason. Students will also be limited to two (2) passes to the Clinic per day. If a student needs to visit the Clinic more than twice a day (unless it is for a scheduled reason like medication administration), then he/she probably needs to get checked out as sick and go home.

No student will be issued a hall pass during the first ten (10) minutes or last ten (10) minutes of the class period, unless they are given permission to do so by the Front Office or the Counseling Office.

Students who are in the hall without a pass will be escorted back to the classroom.

Chronic offenders of the hall pass policy who are out of class and missing valuable instructional time on a frequent and consistent basis may be placed on a “No Float Status” by the administration. Students on a “No Float Status” will require administrative approval, as well as an adult escort, to leave the classroom. Chronic offenders may also be subject to additional disciplinary consequences as deemed necessary and appropriate by the administration.

HARASSMENT

Harassment of any form will not be tolerated at Starr’s Mill High School. Discipline consequences for harassment may range from administrative detention to expulsion from school. Cease and Desist letters may be a method used with all parties as an administrative option for documentation and warning. If you believe you are being harassed, please tell an adult at school immediately.

HEALTH AND SEX EDUCATION INSTRUCTION

In accordance with the Georgia Law requiring sex education in the public school, the State Board of Education rule allows any parent or guardian of a child to whom a course of study in sex education is to be taught to elect, in writing, that the child not receive the instruction.

HOPE AND ZELL MILLER SCHOLARSHIP

This program enables every qualified graduate of a Georgia high school to receive tuition grants at any eligible Georgia public college or university and at any eligible private Georgia college or university. For more information contact the SMHS Counseling Department or visit www.GAFutures.org

HOMEWORK ASSIGNMENTS (REQUEST DUE TO ABSENCE)

If a student misses more than three (3) consecutive days of school, then he/she may request homework assignments by calling the Counseling Office. Keep in mind that the Counseling Office needs at least 24 hours notice to get the assignments from the classroom teachers. Parents may pick up the assignments after the notified time. (Example: Assignments requested Monday morning may be picked up Tuesday morning). Students are encouraged to check their class Schoology pages during all absences to keep up with classwork.

IDENTIFICATION CARDS (SMHS)

School identification cards are issued at no cost for students. It is the student's responsibility to have this card at all times and at all school-sponsored activities. ID cards must be produced when requested for identification purposes, for Internet access permission, and for media check out privileges. Lost cards may not be able to be replaced but if they can be, all costs associated with replacement will be passed on to the student.

IMMUNIZATION

Every student must have a current Georgia certificate of immunization on file with the Counseling Office prior to enrollment as specified by the Georgia Department of Human Services. In addition, each student shall furnish a certificate of eye, ear, dental and nutrition examination signed by a private practitioner or qualified representative of a local health department. The Georgia Department of Health provides forms. Georgia forms must be used. The Georgia Department of Health phone number is 770-305-5416.

INAPPROPRIATE LANGUAGE

Use of profane, vulgar, or obscene words or gestures directed at students or staff will not be tolerated. Penalty may range from suspension to expulsion. When used in general conversation, the penalty is at the discretion of the teacher or administration.

INSURANCE

Primary insurance is offered at the beginning of the year for students who would like coverage. School insurance is optional and voluntary.

LOCKERS

Lockers can be rented at a fee of \$5, which is non-refundable. Students may choose their locker location during Meet the Teacher or during the first week of school when they pay their rental fee.

Guidelines for use of school lockers are as follows:

1. Each student may use only one locker. Students are responsible for all items in their lockers.
2. To minimize theft or other issues that arise from the sharing of lockers, students are not allowed to share lockers with other students.
3. The installed locks should be used on the locker to keep personal items safe. Additional locks are not allowed on the locker. The school is not responsible for losses of books, notebooks, gym clothes, etc. from lockers whether they are locked or not locked. Students should not leave lockers unlocked, preset where the combination is not required, or share their combination with others.
4. Money, jewelry or other valuable items should never be placed in lockers or brought to school unnecessarily.
5. Supervised locker clean-outs may be scheduled periodically throughout the year.
6. New students enrolling after the first week may choose their locker location from available lockers. They can do this in the Assistant Principals' Office.
7. If a student has a locker problem, he/she should contact Ms. Heather Smith or Ms. Hillary Williams in the Assistant Principals' Office.
8. Student lockers are school property and remain at all times under the ownership of the school; however, students assume full responsibility for the content of their lockers. Periodic general inspections of lockers may be conducted by school authorities at any time without notice, without student consent, and without a search warrant.
9. Students are allowed to go to their lockers during the transition to or from lunchtime.
10. Lockers must be closed and locked when not in use.

LOITERING IN RESTROOMS

Loitering in restrooms or multiple occupancy of a restroom stall will result in discipline.

LOST AND FOUND

All items lost or found should be reported or brought to the Main Office. Students should never bring large or unnecessary sums of money or valuables to school; the school cannot assume responsibility for personal loss. Each student is responsible for the textbooks and other educational materials assigned to him or her.

MEDIA CENTER

The administration, media center staff, and faculty want the Media Center to be a vital part of your educational development.

1. The Media Center will be open daily for use from 8:00 am – 4:00 pm, including during the lunch periods. To visit the Media Center during class, you must have permission from the classroom teacher and a Media Center pass. When you arrive, you are responsible for checking in with the Media Specialist. You also are responsible for getting the pass signed before leaving the Media Center and returning it to your teacher before the end of the period. Students entering before first period and lunch should sign in at the front desk in the Media Center.

2. The book catalog and online databases can be accessed from home through the Media Center's Schoology course. Please use the digital resources link: <https://search.follettsoftware.com/metasearch/ui/24976> or the school's website at www.fcboe.org/smhs. The GaleNet password is panther1. The GALILEO password is available from the Media Specialist.
3. You will need your school ID to check out materials from the Media Center. This ID is available digitally to all students via their Infinite Campus account. Students are encouraged to install the IC app on their smartphones or personal devices to checkout materials. Students are given a physical ID at the beginning of the school year. If a student wants a replacement ID, a \$5.00 fee will be assessed for an ID replacement, and it requires 24 hour notice.
4. Most Media Center materials may be borrowed for two (2) weeks and then renewed one time for two (2) additional weeks if still needed. Reference books and reserved books are overnight materials and are due before the first period of the next school day. Overdue notices are sent to your school email address each week, but as always, you are responsible for checking the due date stamped in the back of the book to return items on time.
5. A late fee of ten cents (.10) per day will be charged for overdue books from the general collection. (No late fee will exceed 80% of the cost of the book.) If you have an overdue item or late fine, you will not be allowed to check out other materials or renew materials until you clear your obligation. Reference materials will be assessed a \$1.50 late fee per day. Reference materials will not be checked out until the end of the day and are due before first period the next day.
6. In the event of a lost book, you must pay the replacement cost plus a \$5.00 processing fee. If the book is later found and returned to the Media Center, all money will be refunded except the amount of any late fee that you might have incurred up to the time of payment.
7. To make copies, students need to purchase a copy card for \$2.50. Cards are preloaded with ten copies, and they can be reloaded with ten copies for \$1.50.
8. You may print from the Media Center computer to a B&W or color printer. B&W is \$0.15 per page and color is \$1.00 per page.
9. The Media Center sells select school supplies, such as pencils, poster boards, tri boards, note cards, and more, for a nominal fee. You may purchase items at the Media Center front desk during school hours.
10. You will be expected to allow the Media Specialist to check all materials carried from the Media Center. If you have food or drink in the Media Center, if you act in a disrespectful or in a disruptive manner, or if you are destructive to the Media Center materials or furniture, you are subject to disciplinary action ranging from administrative detention to suspension.

MEDICATIONS

All prescription and non-prescription medications **must** be brought to the Clinic **in the original container** with written instructions for administration. For prescription medications, a duly licensed physician must complete and sign the [School Medication Authorization Form](#), and it can be faxed to SMHS at 770- 486-2716 or emailed directly to the school nurse. Students should go to the Clinic between classes to take medication unless special arrangements are made with the administration for a student to leave class.

MISCELLANEOUS

1. Students are responsible for their books, money, valuables, etc. while they are at school. A student should not leave anything of value unattended during the school day. The school/school personnel will not assume responsibility for lost/stolen merchandise on our campus.
2. If a student signs any person's name other than his/hers, it is considered forgery and he/she will be disciplined for the offense.
3. All items confiscated by the administration will remain the property of Starr's Mill High School.
4. For the 2024-2025 school year, masks designed to reduce respiratory infection may be worn voluntarily in the building.
5. A student is ineligible to participate in any school-sponsored extracurricular activity for the duration period of an ISS or OSS discipline. (Example: A football game is Saturday and ISS discipline is scheduled for Friday, Monday, and Tuesday. The student is ineligible to participate in any school activity until after 3:45 p.m. on Tuesday). OSS discipline carries over to the next school day (Example: If a student has OSS for 3 days – Monday, Tuesday, and Wednesday, then he/she could not participate until Thursday).
6. Skateboards/wheeled shoes are not allowed on campus.

MOMENT OF REFLECTION

In accordance with Georgia State Law, our students and faculty will be provided with time (not to exceed 60 seconds) to observe a moment of silence to reflect on the anticipated activities of the day prior to the morning announcements. Participation is encouraged, but not required. Regardless if a student participates or not, no student should be disruptive or disrespectful during this time.

NO PASS / NO PLAY POLICY

In order to participate in athletics, fine arts/music productions, and/or class offices and clubs, a student must have passed courses during the previous semester and accumulated 2.5 credits and be on track for graduation. This applies to all extracurricular activities except CTAE.

OBLIGATIONS

Students who have an obligation to Starr's Mill High School (posted on the fees tab located in Infinite Campus) must pay the obligated money or return the item(s).

No student with an obligation will be permitted to purchase a parking permit or dance ticket. Students with obligations may be removed from extracurricular activities and may not participate in voluntary activities such as baccalaureate or graduation ceremonies. Students with outstanding obligations may have their parking permits revoked as well.

OFF LIMITS AREAS

Starr's Mill High School students should be on the Starr's Mill campus only. High school student(s) should not be on the middle school campus or elementary school campus at any time during the school day. High school students found in an off-limits area will be disciplined.

PARKING

Students who drive to school park at their own risk and must understand that the Board of Education cannot be held responsible for the vehicle or its contents. A student parking permit is required to park on the SMHS campus. Parking on campus is a privilege and not a right. **All** students that drive on campus **must** purchase a parking permit and sign the rules and regulations form. Students should be aware of the following guidelines and procedures:

1. Parking on the main campus will be reserved for faculty, staff, visitors, and students **with permits only**. Students who purchase permits will sign a contract of regulations and expectations for parking on campus. The driver must adhere to these regulations or risk losing his/her permit.
2. Permits may be purchased during designated sale periods before school, during lunch periods, or after school until 4:00 p.m. in the Main Office. Proof of ownership and a driver's license for cars or driver's permit for golf carts must be shown at the time of purchase. Permit prices are set by the county and are \$60 for cars and \$40 for golf carts and may be purchased through MySchoolBucks.
3. All cars and golf carts parked on the campus must be registered. **DO NOT** leave a note on your car. Cars or golf carts without permits that park on the campus will be booted at the owner's expense on the 3rd parking violation and an obligation will be issued to the student for the cost of the permit. Students whose permits have been revoked have no warnings issued. Records kept by the school will be the official documentation to determine the number of violations. Revoked permits will be destroyed. A \$5.00 fee will be assessed for a replacement.
4. Sale or transfer of permits between students or to any other vehicle is prohibited.
5. All vehicles (cars and golf carts) on campus are subject to search by administration at any time regardless of permit possession or status.
6. Neither the school nor any staff member will be responsible for damage to car locks or batteries if a student or parent makes a request for help.
7. For the safety of all students, a 10-mph speed limit will be strictly enforced on campus. Reckless driving will result in loss of parking privileges at the school. (No warning will be issued).
8. Students who have purchased one parking permit, but may drive multiple vehicles, may purchase a permit for a second family car at the cost of \$5.00.
9. Students are completely responsible for any of the contents of any vehicle they are driving on to campus at any time.

Parking warnings will be issued as follows:

- 1st offense.....Warning Sticker Tag Recorded
- 2nd offense.....Warning Sticker Tag Recorded
- 3rd offense.....Obligation issued to the student for the amount of the parking pass

STUDENT PARKING LOT

During school hours, no students are allowed in the student parking lot unless they are arriving at school tardy or have permission to leave school or are work-study students who leave early. There is to be **no loitering** in the student parking lot. After arriving on campus, students must be granted permission by an administrator to go to his/her car during school hours. Students are limited to three (3) trips per semester to the parking lot during the school day. Students who violate this rule are subject to out-of-school suspension. Students must sign in and out through the Attendance Office if allowed to go to the parking lot during school hours.

PLEDGE OF ALLEGIANCE

Each student will be afforded the opportunity to recite the Pledge of Allegiance each morning. Students who do not wish to participate must remain quiet during this time.

PUBLIC DISPLAY OF AFFECTION

SMHS encourages positive social relationships, and we expect our students to behave and conduct themselves as ladies and gentlemen at all times. "Petting," holding hands, hugging, or kissing in any form is not a part of our curriculum and will not be tolerated. Our position is a strict "hands-off" policy. Violations will result in detention or possible suspension and notification of parents.

RETURNED CHECKS

Occasionally, checks collected by the school are returned for insufficient funds. Starr's Mill High School will charge a fee for all returned checks. In addition, the amount of the check and the returned check fee must be paid in CASH to SMHS.

SCHOOL RESOURCE OFFICER

Starr's Mill High School has a full time School Resource Officer (SRO) who is a Fayette County Sheriff's Deputy. This officer is present on campus to be a resource for our students regarding the law and to assist in making campus safe. The SRO is also present to help ensure the safety of our students, staff, and visitors. The SRO does not perform school discipline. If there are suspicions of law violations occurring at SMHS, the SRO will be notified.

SCHOOL STORE

The school store may open at specified times during the school day. Various snacks, drinks, and other items will be available for students to purchase.

SEARCH AND SEIZURE POLICY

To maintain order and discipline in the school and to protect the safety and welfare of students and school personnel, school administration may search a student, a student's locker, a student's possessions or a student's vehicle if the school administration has reasonable suspicion that a school rule may have been broken, that the student may be in possession of an illegal or unauthorized substance(s) or item(s), or if concern exists for the safety of the student, or the student body.

SKIPPING CLASS

If a student is any place other than the place directed by the school or teacher during class time, it is considered skipping class and will result in disciplinary action in accordance with the district's progressive discipline policy. When a student misses **five (5) or more minutes** of a class without permission, then it is a class skip and an unexcused absence from class.

STANDARDIZED TESTING

Standardized tests will be administered as follows:

<u>Standardized Test</u>	<u>Date(s)</u>
PSAT 8/9 <i>(Required for all 9th graders)</i>	October 8, 2024
PSAT NMSQT <i>(Required for all 10th graders; optional for 11th graders)</i>	October 8, 2024
SAT <i>(Optional for 11th and 12th graders)</i>	Check College Board website for dates and locations
ACT <i>(Optional for 11th and 12th graders)</i>	Check ACT website for dates and locations
ASVAB: Armed Services Vocational Aptitude Battery <i>(Optional)</i>	Check with Counseling Office for dates
Georgia Milestone End-of-Course Tests <i>(Required for students enrolled in Algebra Concepts, Biology, American Literature, and U.S. History)</i>	April 28, 2025: American Lit, Part I April 29, 2025: American Lit, Parts II & III April 30, 2025: Biology May 1, 2025: U.S. History May 8, 2025: Algebra
End-of-Pathway Assessments <i>(Required for students completing a CTE pathway)</i>	March 31 - May 2, 2025 <i>Check with your CTE teacher for specific dates</i>
Advanced Placement (AP) Tests <i>(Required for students enrolled in AP classes)</i>	May 5 - 16, 2025

STUDENT GRIEVANCE PROCEDURE

Student complaints or grievances may be resolved using the following steps:

- **Step I:** The student shall present the complaint to the teacher, staff member, counselor, or administrator with whom the student has the complaint.
- **Step II:** If the situation cannot be resolved, it is to be presented by the student to (if against a teacher, counselor, or staff member) an Assistant Principal.
- **Step III:** If the situation cannot be resolved by an Assistant Principal, it will be turned over to the Principal. Final appeal is with the Principal. Student grievance forms and procedures may be obtained in the Assistant Principals' Office.

TARDY POLICY

See “ATTENDANCE - Late Check-Ins / Tardies”

TEACHER DETENTION

Teacher detention may be assigned by teachers to students who do not complete assigned work or bring books/materials to class or maintain appropriate classroom behavior. These detentions will be assigned at the teacher’s convenience either before or after school with 24 hours notice. Students who do not attend any assigned detention will be referred to an administrator for discipline.

TELEPHONE MESSAGES AND DELIVERIES

Classes will not be interrupted for messages or deliveries (except verified emergencies) during the school day. Because of the small staff in the Main Office, the school cannot guarantee receipt of non-emergency messages. Deliveries sent to school for students on special occasions may be picked up in the Main Office after school. The Attendance Office should never be used for deliveries.

FOOD DELIVERIES TO SCHOOL ARE PROHIBITED!

TERRORISTIC THREATS

Terroristic threats made towards another student or a faculty/staff member are not tolerated at SMHS. Discipline may range from out-of-school suspension to expulsion. All threats are taken seriously by the administration.

TEXTBOOKS

Students are responsible for all textbooks issued to them. Please follow these procedures regarding books:

1. The name of the student to whom the book is issued should be clearly written in the appropriate place.
2. The issuing teacher’s name should be written in the appropriate area. Check with the teacher if this has not been done.
3. Do not write anything other than your name and your teacher’s name in your textbooks.
4. If a book is damaged or number/name is altered, the student will be obligated to pay for the book.

Students will receive an obligation for any textbooks not returned.

TOBACCO FREE CAMPUS POLICY

All persons are prohibited from possessing or using tobacco or tobacco products on campus or at any school function at any time. This includes sporting events, club activities, in the gym, in the parking lots, etc. This includes cigarettes, smokeless tobacco, e-cigarettes, any form of vaporizers, or any other product which produces smoke or vapor. All students and adults participating in or attending a school event shall adhere to this policy. Matches, lighters, and drug

paraphernalia are also prohibited. Students will be disciplined for having tobacco/matches/or lighters on SMHS property.

VANDALISM

Willful and malicious vandalism or destruction of public or private property is a crime. Disciplinary action will be at the discretion of the administration, including possible suspension, expulsion, and/or notification of law enforcement officials. Students who are involved in vandalism will be required to make full restitution.

VISITORS

Parents are always welcome. For security purposes, all visitors must check in through the **FRONT Office**. **Friends who are on vacation, relatives not in school, SMHS alumni, and other non-students will not be allowed to visit during school hours.**

GUIDELINES FOR CLASSROOM OBSERVATIONS BY PARENTS / GUARDIANS

On those occasional instances where parental observation in the classroom is deemed appropriate, the following guidelines shall be adhered to so that the visit does not interfere with the instructional process, nor violate privacy rights of other students in the classroom.

- Observer must be a parent or a legal guardian of the child in the class to be observed. A request for observation shall be approved in advance by the Principal.
- Scheduling shall take place at least twenty-four (24) hours prior to the visit and must be done with the consent of both principal and teacher. The Principal or designee will notify the parent or guardian.
- Maximum observation time shall be one period or 45 minutes, whichever is more appropriate to the school's schedule.
- Observations will be limited to one per semester per child.
- Under no circumstances is there to be any interaction between the observer and anyone in the classroom.
- Exceptions to this policy must be granted by the Assistant Superintendent of Student Achievement or a designee in response to the specific request.

VOTER REGISTRATION

All students who are at least 18 years old may register to vote. Students who are nearing their 18th birthday can complete the registration form early if they wish, but cannot vote. Registration forms are available in the Counseling Office. SMHS holds two voter registration drives each year during lunch.

WEAPONS

It is a felony to possess a weapon on school grounds or at a school function (as defined by Georgia Law). **SENATE BILL 563**: It shall be unlawful for any person to carry or to possess or have under control any weapon within a school safety zone or at a school building, school function, or on school property or on a bus or other transportation furnished by the school. The term "WEAPON" means and includes any pistol, revolver, or any weapon designed or intended

to propel a missile of any kind, or any dirk, bowie knife, ballistic knife, any other knife having a blade of two or more inches, straight edge razor, spring stick, metal knucks, blackjack, any bat, club, or other bludgeon-type weapon or any flailing instrument consisting of two or more rigid parts connected in such a manner as to allow them to swing freely, which may be known as nunchuck, nunchaku, shuriken, or fighting chain, or any disc, or whatever configuration, having at least two point or pointed blades which is designed to be thrown or propelled and which may be known as a throwing star or oriental dart, or any weapon of like kind, and any stun gun or taser as defined in subsection (a) of Code Section 16-11-106. This section includes any of these instruments used for classroom work authorized by the teacher.

Punishment: A fine of not more than \$10,000; imprisonment for not less than two nor more than ten years, or both. A juvenile who violates this shall be subject to the provision of O.C.G.A.#15-11-37.

WITHDRAWING FROM SCHOOL

Any student wishing to withdraw from school must have a conference with his/her counselor who will explain the withdrawal procedure and obtain parental approval.

WORK PERMITS

Employment certificates for minors 15 and under may be obtained from the Front Office.

ANTI-DISCRIMINATION POLICY STATEMENT:

It is the policy of the Fayette County Board of Education not to discriminate against any student/employee on the basis of race, national origin, sex, or handicap. Furthermore, Fayette County is to provide a free and appropriate public education for each student and an appropriate work environment for each employee.

STARR'S MILL INTERNET ACCEPTABLE USE POLICY:

All Starr's Mill High School students are subject to the **Fayette County Board of Education Internet and Electronic Network Resources – Appropriate Use Policy**. This policy is found in the [Student Code of Conduct](#). You will sign that you have read and accept the policy whenever you return your **Secondary Parent/Guardian Signature Page**.

ENFORCEMENT:

Violating any of the guidelines above can result in:

1. Restricted access to computing facilities and/or temporary or permanent loss of access to computing facilities and equipment.
2. Disciplinary or legal action including, but not limited to, criminal prosecution under appropriate state and federal laws. Violations of state law will be reported to proper enforcement authorities.
3. Financial responsibility for damage incurred.

State Ref: Georgia Board of Education Policy IFAA(1) (Rule 160-4-4.10) Legal Ref: O.C.G.A. 20-2-1010 et seq.; 16-9-90 et seq. Cross Ref: Policy IFBEA or Policy JCDC and IFBEA-R

Extra Curricular Activities and Sponsors 2024-2025

Athletic Teams and Coaches

Athletic Director.....	Rick Fontaine
Athletic Coordinator.....	TBD
Baseball (Varsity).....	Brent Moseley, Jeff Klein
Baseball (JV).....	Walt Ellison
Baseball (Ninth Grade).....	Taylor Sweeney
Basketball (Boys Varsity).....	Josh Reeves
Basketball (Boys JV).....	Chase Penland
Basketball (Boys Ninth Grade).....	Taylor Sweeney
Basketball (Girls Varsity).....	Brandon Cerezola
Basketball (Girls JV).....	Peyton Dean
Cheerleading (Head / Competition).....	Jana Justice
Cheerleading (JV).....	Bianca Bringuel
Cheerleading (Varsity Basketball).....	Jana Justice
Cross Country.....	Austin Enriquez
Dance.....	Mandy Ridgeway
eSports.....	Emily Sweeney
Flag Football (Varsity).....	Mark Williamson
Flag Football (JV).....	Peyton Dean
Football (Varsity & JV).....	David Cooper
.....	Charles Cheek (Defensive Coordinator)
.....	Burt Waller (Offensive Coordinator)
.....	Brandon Frey, Chase Penland, Chad Walker

Golf (Boys/Girls Varsity).....	Burt Waller
Lacrosse (Boys Varsity)	Jeff Schmidlkofer
Lacrosse (Girls Varsity).....	Tony Kluemper
Soccer (Boys Varsity).....	Aaron Buck
Soccer (Boys JV).....	Nick Castagna
Soccer (Girls Varsity).....	John Bowen
Soccer (Girls JV).....	Kelly Corallo
Softball (Varsity).....	Peyton Dean
Softball (JV).....	Ashley Smith
Swimming (Boys/Girls Varsity).....	Derek Abrams
Tennis (Boys/Girls Varsity).....	Amy Evert
Track (Boys Varsity).....	Charles Cheek
Track (Girls Varsity).....	Brandy Frey
Volleyball (Varsity).....	Shayne Thompson
Volleyball (JV).....	Courtney Day
Volleyball (9th Grade).....	Erin Badger
Wrestling (Varsity).....	John Steiner

Fine Arts Directors

Band Director.....	Scott King
Assistant Band Director.....	Bert Groover
Chorus Director.....	Kellie Clark
Theatrical Director.....	Heather Jernigan
Orchestra.....	Nathan Kufchak

Clubs and Academic Teams

Academic Team.....	Tony Kluemper
Art Club (aka SMArt Club).....	Todd Little
ASL Club.....	Jessica Tatum
Black Student Association.....	Meshanna Marcus
Bracketology Club.....	Justin Spencer
Broadcasting Club.....	Sean Hickey
Chess Club.....	Shad Genovese
Close-Up Club.....	Diane Ruane
Common Ground (Civic Engagement Club).....	Diane Ruane
Costume Club.....	Heather Jernigan
Creative Writers' Society.....	Bonnie Stanford
DECA.....	Jennifer Beaubouef
Drama Club.....	Heather Jernigan
Econ Club.....	Mark DeCourcy
Ex Libris.....	Rick Wright, Lela Crowder
FBLA (Future Business Leaders of America).....	Jeff Klein
FCCLA (Family, Career & Community Leaders of America).....	Hope Via, Adria Williams
FCA (Fellowship of Christian Athletes).....	Peyton Dean
FCS (Fellowship of Christian Students).....	Mary Lehman
Fayette Humane Society.....	Melissa Beaulieu
Feminism Club.....	NEED SPONSOR
Film Club.....	Whitney Shoemaker
Fishing Club.....	Joseph Bara
French Club.....	Jill Snelgrove

Gay/Straight Alliance.....	Brandon Kendall, Whitney Shoemaker
German Club.....	Amanda Thompson
German Honor Society.....	Amanda Thompson
Harmony House.....	Terence Fitzgerald
History Bowl.....	Rebecca Rickeard, Susan King
History Club.....	Joe Bara, Aaron Buck, Susan King, Rebecca Rickeard
HOSA.....	Julie McKenna
Human and Children’s Rights Association.....	Brandon Kendall
Interactive Storytelling Club.....	Kelly Corallo
Interact Club.....	Marcela Sample
International Thespian Society.....	Heather Jernigan
Investment Club.....	Mark DeCourcy
Japanese Club.....	Courtney Day
Key Club.....	NEED SPONSOR
Latino-Hispanic Student Society.....	Marcela Sample
Literary Team.....	Heather Jernigan
Marine Biology Club.....	Kelly Rock
Math Team.....	JB Campbell, Heather McNally, Michelle Genovese
Model UN.....	John Steiner
Musings Literary Magazine.....	Bonnie Stanford
Multicultural Club.....	Sean Hickey
National Beta Club.....	Kristin Peavyhouse, Bonnie Stanford, Tony Kluemper, Heather McNally
National English Honor Society.....	Jillian Bowen, Kelly Corallo
National French Honor Society.....	Jill Snelgrove

National Honor Society.....	Kelly Corallo, Diane Ruane
National Technical Honor Society.....	Hope Via, Julie McKenna
Natural Sciences Club.....	Nick Gillies
PALS.....	Shannon Gagliano, Laura Harbin, Juliana Wright
Panther Planters.....	Joseph Bara
Panther Squadron Aviation Club.....	Stacy Brown, Laura Harbin
Pickleball Club.....	Diane Ruane
The Prowler (Newspaper) / Journalism.....	Justin Spencer
Puppetry Club.....	Heather Jernigan
Red Cross HS Club.....	Jessica Tatum
Rewind Club: Relax, Recharge, Rewind.....	Heather McNally
Russian Club.....	Mark DeCourcy
SAT/ACT Prep Club.....	Christie Leanza
Science National Honor Society.....	Amy Hinote
Science Olympiad.....	Christie Leanza
South Asian Culture Club.....	Jill Snelgrove
Spanish Club.....	Shayne Thompson
Spanish Honor Society.....	Amber Boyd
Speech and Debate Team.....	Terence Fitzgerald
Speed Cubing Club.....	Rebecca Rickeard
Starr's Mill Improv Theatre Club.....	Heather Jernigan
Student Ambassadors.....	Ashley Clay
Student Government Association.....	Whitney Shoemaker, Emily Sweeney
Students Demand Action.....	Susan King
TSA (Technology Student Association).....	Rob Bell

Teen Republicans.....Diane Ruane
 Tri-M Music Honors Society.....Kellie Clark
 Yearbook ("The Pride").....Whitney Shoemaker
 Young Democrats.....Diane Ruane
 Youth Action Team.....Marcie Comeau

Class Sponsors

Class of 2025:

Dana Clevenger, Kristin Peavyhouse, Hope Via

Class of 2026:

Rob Bell, Bert Groover

Class of 2027:

Shannon Gagliano, Laura Harbin, Tony Kluemper, Todd Little, Kristin Peavyhouse

Class of 2028:

Rob Bell, Amber Boyd, Alison Tumblin, Hillary Williams

Parent Teacher Student Organization (PTSO)

President.....Alicia Kellum
 1st Vice President (Academic Enrichment).....Kristen Burgess
 2nd Vice President (Membership).....Adriane Kovar-Oifoh
 Secretary.....Maria Morrow
 Treasurer.....Nicole Norris
 Teacher Appreciation.....Natalie Kaiser
 Volunteer Coordinator.....Ring Jiang
 Social Media.....Chrissy Stanek
 Scholarships.....Joy Gatson