



# Abbeville High School

411 Graball Cutoff

Abbeville, AL 36310

(334) 585-2065

(334) 585-6562 fax

## **Student & Parent Handbook 2025-2026**

### **AHS Administration**

Martin McKay, Principal

Shemetha Green, Assistant Principal

### **Superintendent of Henry County Schools**

Lori Beasley

### **Henry County Board of Education**

Jean Bush

Emanuel Davis

Faye Shipes

Tyrone Watson

Mary Wiggins

This handbook belongs to:

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The contents of this handbook should be read and understood by the above named student and his/her parent(s) or guardian(s). This handbook should be kept for future reference.

**HENRY COUNTY SCHOOLS  
2025-2026**

**Henry County Vision Statement:**

“Empower, Engage, Educate”

**Henry County Mission Statement:**

“Henry County Schools: Where students are inspired to learn and teachers are empowered to teach”.

**Henry County Core Values and Beliefs:**

We believe ALL students can learn.

- High expectations of all stakeholders is necessary to achieve goals and expand opportunities for all.
- A safe and physically comfortable environment promotes student learning.
- Equity, fairness, accountability, and fiscal responsibility are foundations of our decisions.
- Diversity and individual learning needs are respected, included, and valued.
- Education is a shared responsibility that positively impacts the quality of life.
- Facilitating open communication between school staff, learners, parents, and community promotes a sense of involvement and commitment to the entire educational process.
- A school community should be a safe and caring environment that promotes respect, self-worth, creativity, and academic growth.

**Abbeville High School Vision Statement:**

To empower each student to thrive in a dynamic world, equipped with the knowledge, skills, and character to become a successful and responsible global citizen.

**Abbeville High School Mission Statement:**

Abbeville High School seeks...

Academic achievement,

High expectations, and

Student engagement to promote global citizenship for students to succeed.

## **OUR BELIEFS**

- ✓ All students are capable of learning.
- ✓ Students learn in a variety of ways, and instruction should vary to support students' needs.
- ✓ Commitment is necessary for continuous improvement of our school through academics, extra-curricular activities, and the development of community leaders. The understanding of these responsibilities belongs to the administration, faculty and staff, students, parents, and community members.
- ✓ Student learning is the chief priority of the school and should be the primary focus of all decisions affecting the school.
- ✓ Students learn to make appropriate decisions in a supportive and challenging environment that presents opportunities for success.
- ✓ Students need to demonstrate their understanding of essential knowledge and skills and apply their learning in a meaningful context.

## **OUR GOALS**

- ✓ Have high expectations
- ✓ Produce a culture of continuous improvement
- ✓ Improve student engagement
- ✓ Provide support for teachers to work together

**School Colors:** Maroon/ White/ Grey

**School Mascot:** Yellow Jacket

**Abbeville High School Alma Mater:**

Hail to thee, our Alma Mater,  
True to thee we'll be;  
Loyal now to thee forever,  
Memories we'll keep.

Through the bright, bright days before us  
You will guide us through,  
Hail to thee, our Abbeville Classmates,  
Till in heaven we meet.

## **Abbeville High School Faculty**

### **Administrative Staff**

Martin McKay/ Principal  
Shemetha Green/ Assistant Principal  
Jessica Daniels/ Guidance Counselor

### **Office Staff**

Dawn Albritton/ Bookkeeper  
Lorine Durr/ Secretary  
Jan Peterson/ Nurse  
Jermaine Reeves/ School Resource Officer

### **Teaching Staff**

Kimberly Brooks/ Special Education  
Jennifer Bryant/ Health Science Career Tech  
Suzanne Bush/ Special Education  
Alan Capps/ ISS  
Keyuna Carter/ Math (Middle School)  
Frederick Culver Health/ Driver's Ed/ Physical Ed  
Faith Fantroy/ AgriScience Career Tech  
Amanda Hardy/ Career Coach  
Cassandra Hardy/ Science  
Jeremiah Harris/ English  
Susan Harrison/ Band Director  
James Johnson/ Special Education  
Felicia Lawrence/ Math  
Kathy Loftin/ FACS Career Tech  
Faith Maddox/ English  
Kelli McKnight/ Business Education Career Tech  
Cary Price/ History (Middle School)  
Chalice Tillis/ Media Specialist  
Ayada Truitt/ Cosmetology Career Tech  
Robin Tyra/ Physical Education  
Joseph Vickers/ History  
Hunter Whatley/ Science (Middle School)  
Corey Whitehurst/ English (Middle School)  
Tiffany Wilfork/ History

### **Support Staff**

Tanyanika Balkan/ Special Education Aide  
Blessie Brown/ Lunchroom Manager  
Jessica Burch/ Custodian  
Jalicia Kincey/ Lunchroom  
Celicia Ledbetter/ Spanish/ACCESS  
Sandra McCray/ Custodian  
Darlene Stanford/ Lunchroom

### Abbeville High School Bell Schedule

| High School            | Middle School              |
|------------------------|----------------------------|
| 1st Block 7:50- 9:26   | 1st Block 7:45- 9:00       |
| Break 9:26- 9:43       | Break 9:01- 9:16           |
| 2nd Block 9:44- 11:14  | 2nd Block 9:17- 10:32      |
| 3rd Block 11:15- 1:07  | 3rd Block 10:33- 12:18     |
| Lunch (A) 11:45- 12:05 | Lunch (A) 10:48- 11:08 (B) |
| (B) 12:10- 12:30       | 11:13- 11:33 4th Block     |
| 4th Block 1:08- 2:40   | 12:19- 1:34 5th Block      |
|                        | 1:35-2:40                  |

### MESSAGE TO PARENTS

You may help AHS better serve you son's/daughter's educational needs by:

1. Making a special effort to know your child's teachers.
2. Studying each mid-term and nine (9) weeks grade report carefully and contacting the school if you have any questions.
3. Making an appointment, if needed, to discuss your child's progress. Please call in advance to make appointments. A conference may be held with the Principal, Assistant Principal, the Guidance Counselor, or any teacher. Conferences with teachers should be scheduled through the Office and will be held during the teacher's planning period, before school, or after school.
4. Consistently monitor child's progress on PowerSchool Parent Portal. Parent passwords are available in the Office.
5. Reading the information in this book is necessary to more fully understand the policies and operations of the school.

**Communication:**

Abbeville High School has a website at [www.henrycountyboe.org](http://www.henrycountyboe.org). In addition, Abbeville High School also has a Facebook Page. The Principal and many teachers also have a Remind Account set up to communicate with students and parents. All Abbeville High School employees have an email address. See the website for specific email addresses. The Abbeville High School phone number is (334) 585-2065 and the fax number is (334) 585-6562. Henry County Board of Education's website is [www.henrycountyboe.org](http://www.henrycountyboe.org).

**School Safety**

It is the desire of the administration and staff to make the environment of Abbeville High School comfortable and safe for everyone. The following actions have been taken to make the school a better place:

**School Safety Plan:**

All teachers have a copy of the school safety plan, and it will be reviewed with all students at the beginning of the year.

**Arrival/Departure:**

Students are **NOT** to arrive on campus before 7:05 a.m. and must report to the gym. Students must leave the campus by 2:45 p.m. unless supervised by a faculty member. Students should be dropped off in front of the gym. Students should be picked up in front of the school, between the front office and gym. These are the only authorized drop-off or pick-up areas for students. (Failure to comply with traffic safety protocol presents safety issues for our students.)

**Emergency Drills:**

Building evacuation and emergency drills will be held at regular intervals during the school year. Remember these basic rules:

1. Check the instructions posted in each area indicating how to exit the building in case of building evacuation and where to go during a weather emergency.
2. Listen for additional instructions given by school personnel.
3. Walk quickly and quietly to the designated area.

**Early Dismissal:**

Safety procedures in the event of a FIRE OR EXTREME WEATHER CONDITIONS will be conducted regularly. We encourage parents to listen to the television and radio stations should weather conditions require EARLY SCHOOL CLOSURE.

Please be advised that school communication will be used to contact parents in the event of an early dismissal. **Please keep telephone numbers current with the AHS Office.**

**Visitors:**

Each visitor must check in through the Office where he/she will be issued a visitor's pass. The visitor must sign in upon arrival and sign out before leaving the campus.

Visitors looking to meet with teachers must schedule a meeting with the teacher during their planning period, before school, or after school. Requests must be made at least 24 hours in advance. Requests are to be made through the Office.

**Trespassing:**

Unauthorized persons on school property are considered trespassers and will be subject to legal prosecution.

**Campus Supervision:**

Faculty are assigned specific areas of the campus to supervise when students are not in class.

**Break Area:**

Students are to remain in the Break Area during break unless going to or from class.

**Police Department Check:**

The AHS Administration, in conjunction with the Henry County Sheriff's Office and Abbeville Police Department, will periodically check the campus, lockers, vehicles, and personal property for illegal substances or items not permitted on the school campus. Police dogs may also be used during random searches for illegal substances. AHS administration reserves the right to search students and personal property upon reasonable suspicion, including searches for contraband.

**Other Information (Alphabetically):****Asbestos Notification:**

The Henry County Board of Education has removed all friable asbestos from its facilities; however, there are areas within the school system that contain suspected non-friable asbestos materials. Such areas may include floor tile, attic/roofing material, and thermal insulation beneath crawl spaces and in attics. For more information, contact the school office for the school's Asbestos Management Plan.

**Attendance:**

Please refer to the Henry County Code of Conduct for the complete Attendance Policy. \*See Check in/Check out section in this Handbook.

**Career and Technical Education:**

The Henry County School System offers the following career and technical education programs for all students regardless of race, color, national origin, including those with limited English proficiency, sex or disability in grades 7-12.

- Agriscience
- Building Construction
- Drafting Design Technology
- Business Management & Administration
- Career Preparedness
- Cosmetology
- Health Science
- Family and Consumer Science

Persons seeking further information concerning the career and technical education offerings and specific prerequisite criteria should contact: **Career and Technical Education Director Dr.**

Dennis Brand 300 North Trawick Street, Abbeville, AL 36310 Phone (334) 585-2206

[dbrand@henrycountyboe.org](mailto:dbrand@henrycountyboe.org)

**\*\*All discrimination complaints based on sex, handicap, race, national origin, religion, color, creed, or age should be directed in writing to one of the designees listed below. Complaints should follow the grievance procedures outlined in the Henry County Board of Education Policy Handbook. Copies of these handbooks are in each principal's office, each school library, and the town libraries in Abbeville and Abbeville.**

**Cell Phone/Electronic Device Policy:**

Refer to the *Henry County Code of Conduct* for the complete policy.

**Check in and Check out Procedures:**

Check outs and late check ins will not be permitted for any reason unless authorized by the principal or his/her designee upon written request by the parent or legal guardian. The school must be notified, in writing, of other individuals who may perform this act in the absence of the parent or legal guardian. Under emergency conditions, school officials may grant permission for students to leave school and notify parents as soon as possible.

Students and/or parents or legal guardians must make arrangements **at least one day in advance** by a written note when a student needs to leave school for personal reasons. Students will not be allowed to check out if previous arrangements have not been made. **The office will not make or accept phone calls or emails from parents for check-outs.** Parents or an authorized person from their student information sheet must come check students out in person. Students **may not** check out other students.

Students must sign out in the office before leaving the school campus for any reason. Failure to do so will result in disciplinary procedures being enforced in accordance with the Henry County Code of Conduct. The school may check photo identification at the time of check out.

**Child Find/Special Ed/504:**

**HELP US LOCATE CHILDREN WITH DISABILITIES**

**Dr. La'Keisha Newsome, Special Education Coordinator 334-585-2206**

Help the Henry County System locate, identify, and evaluate individuals from birth to age 21 who have disabilities. Children may be eligible for special education services in one or more of the following areas of disability:

Autism Other Health Impaired  
Deaf-Blind Specific Learning Disabilities  
Speech Language Emotional Disability  
Hearing Impaired Traumatic Brain Injury  
Intellectual Disabilities Visually Impaired  
Multiple Disabilities Developmentally Delayed  
Orthopedically Impaired

The Henry County Board of Education provides special education services to children ages 3-21 residing within Henry County. The Problem-Solving Team, outside agencies, or parents/guardians may make a referral. Anyone wishing to make a referral may contact your child's school or the office of Special Education Services at (334) 585-2206 ext 1230. The Henry County Board of Education prohibits discrimination against any student based on race, ethnic



group, gender, economic class, or nationality.

**Class Fees/Debts:**

All students must clear unpaid fees, return textbooks, return uniforms, and return library books, etc. before they can be cleared by the school each semester. Lockers will cost \$20 for the year. Permits to park in the parking lot will cost \$20.00. A service charge of \$10.00 is required on ALL returned checks. After the first returned check only cash will be accepted.

**Dress Code:**

Please refer to the *Henry County Code of Conduct* for the complete policy.

**Email and Internet Accessibility:**

Students at Abbeville High School will receive a Gmail account for Google Classroom and other Google products for school use. Students will have a Gmail Email account in Google Classroom to communicate homework assignments. Parents can opt out, which prevents their child from participating. They will receive a form at the beginning of school to complete.

**English Language Learners:**

Principal/designee will be provided information and materials about ELL, immigrant, migrant, and homeless students, and they will sign-off when receiving such materials. The principal and/or his designee will have the primary responsibility of explaining all information and materials to these students and their parents in a manner and form which they can understand.

**Equal Opportunity Statement:**

It is the policy of Abbeville High School that no student will be denied access to programs of service, or treated differently based on race, sex, religion, belief, national origin, ethnic group, limited English-speaking ability, handicapping condition, or economic condition.

**Every Student Succeeds Act (ESSA):**

The Henry County School System complies with Every Student Succeeds Act (ESSA) and ensures that all parents/guardians are provided with required notices, including information about teacher qualifications, student assessment results, and parental rights. These notifications are available in English, Spanish, and other languages upon request. TransACT or another approved platform may be used to provide translated documents. The Henry County School System is committed to ensuring equitable enrollment and educational access for:

- \* Students with limited English proficiency (English Learners)
- \* Students with disabilities
- \* Migratory students
- \* Students who are neglected, delinquent, or involved in the juvenile justice system \*
- Students who are homeless (as defined by the McKinney-Vento Homeless Assistance Act) \*
- Immigrant students

For more information, refer to the district's ESSA Parent and Family Engagement Policy, English Learner (EL) Plan, and McKinney-Vento Plan for Homeless Children and Youth, all of which are available in the school office, the superintendent's office, and on the Henry County website at: [[www.henrycountyboe.org](http://www.henrycountyboe.org)] (<http://www.henrycountyboe.org>) → Departments → Federal Programs → Documents

**FERPA:**

The Family Educational Right and Privacy Act (FERPA) affords parents and students over 18 years of age (“eligible students”) certain rights with respect to the student’s education records. They are:

1. The right to inspect and review the student’s education records within 45 days of the day the district receives a request for access.
2. The right to request the amendment of the student's education records that the parents or eligible student believes are inaccurate or misleading.
3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. (One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests.)
4. The right to file a complaint with the U. S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA.

The office that administers FERPA is:

Family Policy Compliance Office, U. S. Department of Education, 600  
Independence Avenue S. W., Washington, DC 20202-4605

**Field Trips:**

Field trip information will be sent home with your child as needed. Students must be in “Good Academic Standing”. **AHS will not give refunds in the event your child is unable to attend.**

**Guidance Services:**

The purpose of the guidance program is to help each individual student achieve his/her highest growth mentally, emotionally, and socially. This is done by:

1. Helping new students feel at home in a new school environment.
2. Setting up individual conferences whenever a student, parent, teacher, or counselor deems necessary.
3. Providing a testing program designed to help students learn as much as possible about his/her capabilities.
4. Counseling with students, parents, or teachers. Parents may call a counselor any time during the school day to schedule a conference.
5. Being available during the school day for all students to come by and talk, as necessary.
6. Assisting students with career plans.
7. Assisting students who are applying to colleges, junior colleges, or technical schools with applications and financial aid forms

Many materials regarding various schools, the military, occupations, tests, and ACT or SAT registration forms are available in the counselor’s area for students to use along with applications for most in-state colleges. The counselor’s office is located in the Administrative Offices.

**Enrollment Requirements**

A parent/guardian must accompany and register a new student. The following items must be brought at the time of registration:

1. A social security number
2. Proof of residence with a legal guardian within the Abbeville High School area.
3. A valid Certificate of Immunization
4. A copy of the student’s birth certificate

5. A withdrawal form from the student's previous school indicating the school's name, address, phone number, grade level of student, current academic grades, reason for withdrawal, and student status.
6. Guardianship paperwork (if applicable)

### **Withdrawal Procedures**

Students, who are planning to withdraw, must notify teachers and counselors at least one day in advance of intended withdrawal. Adhere to the following procedures when withdrawing: 1. Request a withdrawal form from the guidance counselor.

2. Obtain parental/guardian consent.
3. Complete the student section of the withdrawal form. Include the name and address of the new school.
4. Secure current academic averages from all teachers and return all textbooks and materials.
5. Clear all fees and fines. These must be cleared before the withdrawal process is complete.
6. Return all completed forms to a guidance counselor.
7. All withdrawals must include a conference with the Principal or his/her designee. \*For more information for enrollment/withdrawal procedures contact the AHS Guidance Office\*

### **State Mandated Testing**

All students must take all state required assessments.

### **Alabama State Department of Education Policy Cell Phone/Digital Device in a Testing Setting by Students**

The possession of digital devices (including but not limited to cell phones, MP3 players, cameras, mobile entertainment, social connections, navigation devices, or other telecommunication devices) is strictly prohibited in the testing setting.

Local education agency (LEA) school personnel will collect such devices before students can enter the testing room. If a student is observed in possession of a digital device during the administration of a secure test, then the device will be confiscated.

If a student is observed using a digital device during the administration of a secure test, testing for the student will cease, the device will be confiscated and is subject to search, the student will be dismissed from testing, and the student's test will be invalidated. Additional disciplinary action will be taken by the LEA.

### **Graduation Requirements**

All students entering the 9<sup>th</sup> grade are required to complete course requirements for graduation as specified by the Alabama State Board of Education and the Henry County Board of Education. The Henry County Board of Education directs the Superintendent to produce a widely disseminated publication which describes requirements for all diplomas and certificates awarded by the Henry County Board of Education. Students entering the 9<sup>th</sup> grade during the 2018-2019 school year and after will be required to complete at least 26 credits (24 required by the state department of education plus two electives of their choice).

Publications describing graduation requirements for Henry County students shall describe types of diplomas and endorsements by graduating class/year/cohort, total credits and assessments required, core course requirements, elective course offerings, and the process for earning

weighted credit when appropriate. Additionally, such publications shall describe courses and/or procedures by which students may earn credits toward graduation prior to grade 9 and procedures for the validation and/or acceptance of credits for students transferring into the Henry County School System.

## Alabama High School Diploma (A & B Options)

|                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Option A (Traditional) - 24 Credits</b></p> <ul style="list-style-type: none"> <li>● English - 4 Credits</li> <li>● Social Studies - 4 Credits</li> <li>● Science - 4 Credits</li> <li>● Math - 4 Credits</li> <li>● Health Education - ½ Credit</li> <li>● Career Preparedness - 1 Credit</li> <li>● Beginning Kinesiology - 1 Credit</li> <li>● CTE, World Language, and/or Arts - 3 Credits</li> <li>● Electives - 2.5</li> </ul> | <p><b>Option B (Workforce Pathway)- 24 Credits</b></p> <ul style="list-style-type: none"> <li>● English - 4 Credits</li> <li>● Social Studies - 4 Credits</li> <li>● Science - 2 Credits</li> <li>● Math - 2 Credits</li> <li>● Health Education - ½ Credit</li> <li>● Career Preparedness - 1 Credit</li> <li>● Beginning Kinesiology - 1 Credit</li> <li>● CTE in Approved Program of Study - 3 Credits</li> <li>● Additional Core, World Language, Arts Education, and/or Other Electives - 6.5 Credits</li> </ul> |
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ALABAMA DEPARTMENT of EDUCATION



### **Valedictorian, Salutatorian, Honor Graduates**

The grades earned in all core courses from the ninth (9<sup>th</sup>) grade through 1<sup>st</sup> semester of the (12<sup>th</sup>) twelfth grade are used for determining valedictorian, salutatorian, and honor students. GPA calculations of senior candidates for valedictorian, salutatorian, and honor graduates shall be calculated to the second decimals place. (See Policy 5.22 Class Rankings and Weighted Credit.) The following criteria shall be used in determining valedictorian, salutatorian, and honor graduates at each Henry County high school (Students entering the 9<sup>th</sup> grade during the 2018-2019 school year and after):

1. Valedictorian, salutatorian, and honor graduates shall be selected from students pursuing the highest available diploma endorsement (See Courses Attached on Page 3).
2. Students will be ranked by the Core GPA. The student with the highest Core GPA will be the valedictorian. The student with the second highest Core GPA will be the salutatorian. In case of a tie in the Core GPA, numerical grade average will be used.
3. The student with the highest numerical grade average will be valedictorian. The student with the second highest numerical grade average will be salutatorian. In case of a tie, there will be a co-valedictorians or co-salutatorians. Numerical grade averages which have a differential of .25 or less will be considered a tie.
4. Honor graduates are those students who maintain an overall Core GPA of 4.0 or above in grades 9-12 in all core courses and who are graduating with an Advanced Diploma.
5. Core course credits/grades in the following subjects shall be used when calculating GPA and numerical grade averages for the selection of valedictorian and salutatorian: 4 English credits 4 Social Studies credits, 3 math credits (including Algebra II with Trigonometry), 3 science credits

Core course credits/grades in the following subjects shall be used when calculating grade point averages (GPA) for the selection of honor graduates:

- 4 English credits
  - 4 Social Studies credits
  - 3 math credits including Algebra II with Trigonometry
  - 3 science credits
6. A transfer student must have transferred in by his/her junior year to be considered for valedictorian or salutatorian unless the transfer was a result of a move into the school's attendance zone by the parent(s)/guardian(s) of the student. When the student transfers due to a bona fide move of the parent/guardian, the transfer student could share the honor with the non-transfer valedictorian or salutatorian. Honor graduates may be students who transfer in at any time.
7. Grade point averages shall be computed at the end of the 1st semester of the senior year. Calculations shall be done immediately after grades are posted to the grade sheets. Grade point average (GPA) and numerical averages shall be expressed in numbers calculated to the second decimal place.

### **Honor Graduates**

In order for any Henry County student to be considered an honor graduate, the student must complete the requirements below and maintain a combined 4.0 GPA in core courses. Beginning with 9<sup>th</sup> graders entering high school during 2018-2019 school and after.

English 4 Credits (or any AP/postsecondary equivalent of these courses) •Honors

- English 9
- Honors English 10
- Honors/Advanced/AP English 11
- Honors/Advanced/AP English 12

Mathematics 4 Credits (or any AP/postsecondary equivalent of these courses)

- Algebra I •Geometry •Algebra II with Trigonometry •Precalculus
- Social Studies 4 Credits (or any AP/postsecondary equivalent of these courses)
- World History
- U.S. History to 1877
- U.S. History from 1877
- ½ U.S. Government
- ½ Economics

Science 4 Credits (or any AP/postsecondary equivalent of these courses) •One

Physical Science

- Honors Biology
- Honors Chemistry
- 1 Honors/AP Courses (2 if Chemistry took the place of Physical Science)

Physical Education 1 Credit

Health Education ½ Credit

CTE and/or Foreign Language and/or Arts Education 3 Credits

2 credits must come from a Foreign Language course in sequence

Career Preparedness 1 Credit

Electives 4 ½ Credits

### **Total Credits 26 Credits**

#### **Advanced Placement (AP) Requirements**

- Students must maintain an 80 average or above in all core classes
  - Students must maintain a 3.0 unweighted average in all core classes
  - Students must be recommended by a teacher to enroll in subject matter
1. Upon failure of an Honors/AP course, students **WILL NOT** continue the advanced track in that core subject and **WILL NOT** qualify for an advanced diploma.
  2. Students must also maintain a 70 average or higher in their foreign language classes in order to continue on the advanced track.
  3. In order to continue in Pre-AP/AP core courses, students must maintain a 3.0 unweighted GPA. (GPA will be calculated at the end of each semester)

#### **Dual Enrollment**

- Students must be enrolled as a 10<sup>th</sup>, 11<sup>th</sup> or 12<sup>th</sup> grade student.
- Students must have a “B” average in all core classes
- Only Dual Enrollment courses that take the place of a required high school course will be listed on the high school transcript. All other courses are listed on the college transcript.

#### **Grades**

Each class shall have a minimum of 6 tests and 9 daily grades with the exception of AP classes.

#### **Lunchroom:**

1. Lunch purchased at restaurants is not allowed to be brought into the lunchroom.
2. Canned drinks are not permitted in the school lunchroom.
3. Student lunches and snacks brought from home cannot be stored in the lunchroom refrigerators.
4. All students in Henry County Schools will receive free breakfast and lunch during the 2025-2026 school year.
5. Breakfast will be served from 7:10-7:45 a.m. daily.

#### **Make up work:**

##### **Excused Absences**

If a student is absent for any excused reason, the student shall be allowed to make up school work and/or examinations missed during said absence or absences. Students may only make up missed work if the absence is excused. A student must contact each teacher within two (2) days of returning to school to make arrangements for the work missed.

A zero will be entered at the time work is missed. When the work is made up, the 0 will be removed and the grade entered. The students shall be responsible for contacting the teacher, or teachers, immediately upon return to school to arrange make-up work and/or examinations.

Students with an excused absence will have two days to make arrangements with their teacher for a reasonable time to complete/submit work missed, up to one week. Teachers shall not be required to re-teach lessons, but students shall be given a reasonable opportunity to learn lessons missed due to excused absences.

**Parents who call and request that teachers send make-up work home when a student has**

**an extended absence may obtain the assignments from the office the following day.**

#### **Unexcused Absences**

Teachers shall not be obligated to provide make-up work and/or examinations for students absent for inexcusable reasons. Students may be assigned Saturday School to complete work.

#### **Media Opt Out:**

If you do not wish for your child's photograph to appear on the school's social media and other school publications, please notify the school principal in writing.

#### **Medical/Medication/Health/School Nurse:**

The Henry County School system recognizes the need for some students to receive medications during the school day. In response to this identified need, the school system has established guidelines to ensure the safe and proper administration of medications during the school day. The goal of the school system regarding the administration of medication during the school day is to assist students in maintaining an optimal state of wellness, thus enhancing the educational experience. A nurse is available to ensure the proper administration of medications during the school day, and to ensure that issues of health do not impact negatively on students' classroom performance and attendance.

Most medication will and should be given at home. Medications prescribed for three times a day should be given at home; just before leaving school, upon returning home in the afternoon, and at bedtime. Please contact your school's nurse if there are special conditions regarding the administration of medications during the school day.

Please be reminded that the authority to administer medication(s) to your child must come from you as the parent/guardian and the physician, when the medication is prescribed. Please do not allow your child to keep medications or medical devices, such as inhalers, with him/her during the school day, without speaking to the school nurse. Carefully review and adhere to the following guidelines:

1. Medication Forms: Prescribed medication including over the counter medication is administered only upon receipt of a correct, current completed School Medication Prescriber/Parent Authorization Form (PPA). Over the counter medications also require a prescriber's authorization. This form is available from your child's school nurse. Please ensure the PPA matches the pharmacy label. These forms have to be renewed yearly. Also, an updated form is needed when a medication dosage is changed or time to be administered is changed. A discontinue order from the medication prescriber is required to discontinue medications. The school nurse cannot implement changes in a medical order from the parent or guardian. A prescriber order is required.
2. Delivery of Medication: All prescription medication must be in a current, pharmacy-labeled prescription container. All over the counter medication must be in a sealed-unopened, manufacturer-labeled container. The parent/guardian (not the student) should deliver the medication and the PPA to the school nurse.
3. Acceptance of Medication: Both the parent/guardian and the licensed nurse or medication assistant will sign the back of the Medication Administration Record (MAR) to verify the amount received or retrieved. Students must not deliver or carry any type of medication to and from school except those that have been authorized for self-administration/self-carry by the school nurse.
4. Storage of Medication: All medication must be stored in the school health office

according to ALSDE/ABN guidelines. Exceptions to this rule are medications prescribed to prevent or treat medical emergencies that have been authorized by the school nurse.

5. **Emergency Medication:** A student may carry his/her emergency medication on his/her person for self-administration with proper authorization on the School Medication Prescriber/Parent Authorization Form (PPA) and after demonstration of proper administration to the school nurse.
6. **Expired Medication or Needed Inventory of Medication:** The parent/guardian will be notified when medications expire and when medication inventory is needed. Expired medication must be picked up within two weeks of notification. If not picked up within this time frame, the medication will be destroyed in accordance with guidelines. It is the parent/guardian's responsibility to bring additional medication to school. If medication is not brought in a timely manner, the prescriber will be notified.
7. **First Dose of Medication:** The first dose of any new medication or change in dosage (increase or decrease) of a current medication should be given at home with the exception of emergency medications (ex epiPen).
8. **Suggested Recommended Medication Administration of Early Morning AM Medications and Antibiotic Medications:** It is recommended that AM medications be administered at home before school. Also, when a medication is prescribed three times a day it should be given at home; just before leaving for school, upon returning home in the afternoon, and at bedtime (ex antibiotics).
9. If a medication is administered to a student other than the school nurse or medication assistant, it must be administered by the parent/guardian.
10. **End of Each School Year:** The parent/guardian must pick up all medications on or before the last day of classes or the medication will be destroyed.

### **Alabama Backpack Act (2017-19)**

The Backpack Act provides awareness of the dangers of heavy backpack. Go to [www.bacsupport.com](http://www.bacsupport.com) for more information. Research shows that children carrying more than 10% of their body weight are damaging to their spinal and postural health. Just because you can't see the internal damage, doesn't mean it isn't happening! Have you ever wondered how this is affecting my child?

1. WHO, NIH and many other prominent health research programs across the globe recently released their findings in the Global Burden of Disease 2010 Project, which listed musculoskeletal issues (meaning back pain) as the second leading cause of disability worldwide!
2. The "Spain" study, which was released in April 2012, was listed in the Archives of Childhood Diseases. This study showed that many teens carry school backpacks that exceed 10 percent to 15 percent of their body weight, which puts them at risk for back pain and related disorders (scoliosis).
3. The 2010 MRI study was the first of its kind and was done by an Orthopedist. It showed damage to the spine, mainly in scoliosis, herniated discs and decreased vertebral disc height, significantly advanced as backpack weight was incrementally increased.
4. Research and studies dating back to the early 1990s show significant damaging changes in posture, blood flow, head carriage and gait in addition to increased pain.
5. For every 1 inch the head is carried in front of the spine (anterior head carriage), the head weighs 10 more pounds. Studies have shown significant changes in anterior head carriage with heavy backpacks. This not only can cause stress/pain in the neck and shoulders, but because of the altered overall posture, the whole spine, joints, tendons and muscles can be affected.
6. School age children's spines are still growing and substantial changes at this point in their



growth could cause irreparable damage.

7. If our children are focusing on pain, they are not able to focus on their school work and learning.

8. Any change in the environment of the nervous system, whether through tightening of the muscles, vascular changes or spinal deviations from the norm, can cause short and long term effects for the health of an individual.

Most of these findings are PREVENTABLE, if caught early!! So, what can you do to help?

Watch the video at [www.bacsupport.com](http://www.bacsupport.com) Make sure your child's backpack is worn correctly and weighs no more than 10% of their body weight.

### **Influenza Information ACT (2014-274) Influenza Disease**

#### **What is influenza disease?**

Influenza (flu) is a contagious respiratory illness caused by a virus. The virus infects the nose, throat, and lungs. It can cause mild to severe illness, hospitalization, and even death.

#### **What are the symptoms?**

Anyone can get the flu and it strikes suddenly and can last several days. Symptoms of flu disease may include: Fever or feeling feverish/chills, Muscle or body aches,

Headaches, Cough, Fatigue (very tired), Sore throat, Vomiting and diarrhea, Runny or stuffy nose

#### **How does influenza disease spread?**

Flu is spread by: An infected person's droplets from cough, sneeze or talk enter the mouth, *eye* or nose. o Touching a surface or object with flu virus on it and then touching mouth, eyes or nose.

An infected person can infect others 1 day before symptoms start and up to 5 to 7 days after symptoms start. Some people, especially young children and people with weakened immune systems, might be able to infect others for an even longer time.

#### **How do I prevent the flu?**

Get a yearly flu vaccine. Wash your hands properly and often. Cover your cough and sneeze with your arm. Clean and sterilize surfaces. Stay home if you are sick.

#### **Influenza Vaccine Who should get the influenza (flu)vaccine?**

The flu vaccine is recommended every year for everyone aged 6 months or older.

**Who should be vaccinated against influenza because they are at increased risk?** Children 6 months of age through 5 years, Adults 65 years of age or older, Pregnant women, Residents of nursing homes and other long-term care facilities, People who have medical conditions, including the following: \*Asthma \* Weakened immune systems \*Blood disorders \*Heart disease \*People younger than 19 years \*Liver disorders \*Chronic lung disease due to disease or medication \*Kidney disorders \*Extremely obese people receiving aspirin therapy

#### **What are the common vaccine side effects and risks?**

Flu vaccines are safe, but some side effects can occur. Minor problems following the flu vaccine include soreness, redness, and/or swelling from the shot, hoarseness, sore, red or itchy eyes, cough, fever, aches, headache, itching, and fatigue. More serious problems may include Guillain-Barre syndrome (GBS) in fewer than 1 or 2 cases per one million people vaccinated, children receiving multiple vaccines slightly increase in fever with seizure. People who should not get the flu vaccine include anyone with severe, life threatening allergies, had GBS before, or

not feeling well the day of vaccination.

### **Where can I find more information?**

Ask your doctor. Ask your school nurse. Call the Alabama Department of Public Health, Immunization Division, at 1-800-469-4599. Go to [cdc.gov](https://www.cdc.gov)

### **COVID-19**

Information and updates are available on the ADPH/CDC websites. Any specific information regarding COVID-19 from the ALSDE and Henry County Schools will be addressed through the Henry County Board of Education.

### **Meningococcal Disease**

#### **What is meningococcal disease?**

- Meningococcal disease is any illness caused by the bacteria *Neisseria meningitidis*. ● It is the leading cause of bacterial meningitis in children 2-18 years of age in the U.S. ● Meningococcal disease can be very serious, even life-threatening in 48 hours or less. ● The two most severe and common illnesses caused by meningococcal bacteria include;  
Meningitis - an infection of the fluid and lining around the brain and spinal cord  
Septicemia - a bloodstream infection

#### **What are the symptoms?**

- Symptoms of meningococcal disease are similar to influenza (flu) and may include: sudden high fever, headache, stiff neck, nausea, vomiting, increased sensitivity to light, rash, confusion, severe aches and pain in the muscles, joints, chest or belly.

#### **How does meningococcal disease spread?**

- Meningococcal disease is spread person to person by sharing respiratory secretions, through kissing or coughing, close or lengthy contact, and among people who share a room or live in the same household.
- Anyone can get meningococcal disease, but teens and college freshmen who live in residence halls are at increased risk.
- Some people can “carry” meningococcal bacteria in their nose and throat without getting meningococcal disease, but can still infect other people.
- Most cases of meningococcal disease are spread by people who “carry” the bacteria with no symptoms, appear to be random, and not linked to other cases.
- Meningococcal outbreaks can occur in communities, schools, colleges, prisons, and in other high risk populations.

#### **Who should get the meningococcal vaccine?**

- Meningococcal vaccine(s) is recommended for all preteens and teens.
- All 11 and 12 year olds should be vaccinated with serogroups A, C, W, and Y meningococcal conjugate vaccine (MCV4). A booster dose is recommended at age 16. ● Teens and young adults, 16 through 23 year olds, may also be vaccinated with a serogroup B meningococcal vaccine (SBMV), preferably at 16 through 18 years old. ● Both MCV4 and SBMV can be given at the same time, talk to your provider. ● Teens with HIV should get three doses of MCV4.

- People 55 years of age and older should get the Meningococcal polysaccharide vaccine (MPSV4).

#### **Who should be vaccinated because they are at increased risk?**

- College freshmen living in dormitories.
- Laboratory personnel exposed to meningococcal bacteria.
- U.S. military recruits.
- Anyone traveling or living where meningococcal disease is common, like Africa.
- Anyone with a damaged spleen or who had the spleen removed.
- Anyone with an immune system disorder.
- Anyone exposed during a meningococcal meningitis outbreak.

#### **What are the vaccine side effects and risks?**

- MCV4 and SBMV are safe, but side effects can occur.
- Most side effects are mild or moderate and do not affect daily activities. ● The most common side effects in preteens and teens occur where the injection is given and may include pain, tenderness, swelling, and hardness of the skin.
- Other common side effects may include nausea, feeling a little run down, and headache.
- Some preteens and teens may also faint after getting a vaccine.
- Reactions usually last a short time and get better within a few days.

#### **Where can I find more information?**

- Ask your doctor.
- Call the Alabama Department of Public Health, Immunization Division, at 1-800-469-4599.
- Go to [cdc.gov](http://cdc.gov) and type meningococcal disease in the SEARCH box.

### **ALABAMA DEPARTMENT OF PUBLIC HEALTH ADMINISTRATIVE CODE DIVISION OF DISEASE CONTROL CHAPTER 420-6-1 IMMUNIZATION OF SCHOOL CHILDREN**

#### **420-6-1-.01 Authority.**

This regulation is promulgated by the State Health Officer and approved by the State Board of Health pursuant to Code of Ala. 1975, §16-30-5 and is made applicable to children in child care centers/homes under the authority of Code of Ala. 1975, §38-7-1, et seq. and *Alabama Administrative Code*, Chapters 660-5-25 and 660-5-26 and 660-5-27. **Author:** Donald E. Williamson, M.D. **Statutory Authority:** Code of Ala. 1975, §16-30-5, et seq. **History:** Filed September 1, 1982. **Amended:** Filed September 17, 2009; effective October 22, 2009.

#### **420-6-1-.02 General Provisions.**

- (1) The board of education and the governing authority of each private school shall require each pupil, prior to entering kindergarten or first grade or prior to re-entering the higher grades of the schools of Alabama, to present a Certificate of Immunization for the prevention of diseases listed in 420-6-1-.03 (Code of Ala. 1975, §16-30-4.). The Certificate of

- Immunization will be on a form approved by the Alabama Department of Public Health.
- (2) The Department of Human Resources has required each child two months of age or older attending any child care center/home to present a Certificate of Immunization for the prevention of diseases listed in 420-6-1-.03.
  - (3) Such a certificate shall be on the form approved by the Alabama Department of Public Health and shall be made a part of the pupil's school/child's child care center/home record. When a student/child leaves a school/child care center/home upon graduation, transfer, relocation or otherwise; the school or child care center/home may return the original certificate to the student's/child's parents/guardians and retain a legible copy in the institution's record.
  - (4) A written objection from the parent or guardian of a student or child based on religious tenets and practices shall be submitted in person by the parent or guardian to the County Health Department for issuance of a Certificate of Religious Exemption from the required immunizations or testing. A licensed physician can provide individual exemption from the required immunizations or testing on a Certificate of Medical Exemption. The Certificate of Religious Exemption and the Certificate of Medical Exemption will be on forms approved by the Alabama Department of Public Health and will be accepted in lieu of the Certificate of Immunization.

#### **420-6-1-.03 Immunization Schedule.**

- (1) Unless otherwise noted in paragraphs (2) and (3) below, vaccine doses should be administered according to the most recent version of the Recommended Immunization Schedules for Persons Aged 0 Through 18 Years, as published by the Advisory Committee on Immunization Practices. Vaccine doses administered <4 days before the minimum interval or age should be counted as valid. Doses administered >5 days earlier than the minimum interval or age should not be counted as valid doses and should be repeated as age-appropriate.
- (2) Except as provided in Chapter 420-6-1-.02 and in the Code of Ala. 1975, §16-30-4, each pupil, prior to entering Alabama school grade kindergarten through twelfth grade shall receive age-appropriate immunizations as below:
  - (a) 5 doses of diphtheria and tetanus toxoids and acellular pertussis vaccine (DTaP). Only 4 doses are needed if the fourth dose was administered on or after the fourth birthday. Booster doses of tetanus and diphtheria toxoids vaccine (Td) must be given 5-10 years after the preschool booster. However, effective for students entering sixth grade beginning fall of 2010, a booster dose of tetanus and diphtheria toxoids and acellular pertussis vaccine (Tdap) must be given at 11 or 12 years of age. This requirement will escalate by one successive grade each year for the following 6 years to include sixth through twelfth grades, beginning fall of 2016.
  - (b) 4 doses of inactivated polio vaccine. Only 3 doses are needed if the third dose was administered on or after the fourth birthday.
  - (c) immunization against mumps and rubella.
  - (d) 2 doses of measles-containing vaccine.
  - (e) varicella vaccine subject to the following schedule unless there is documentation of a positive varicella titer or a date of varicella disease. This requirement is effective for students entering kindergarten beginning fall of 2001 and will escalate by one successive grade each year for the following 12 years to include all grades, kindergarten through twelfth, beginning fall of 2013:
    - (i) 1 dose of varicella vaccine at 12 months of age or older for persons less than 13

years of age;

(ii) 2 doses of varicella vaccine separated by at least 28 days for persons 13 years of age or older beginning the vaccination series.

(3) Children entering any child care center/home shall, in addition to the vaccines listed above, also receive age-appropriate immunizations for: (a) *Haemophilus influenzae* type b; and (a) Pneumococcal disease using pneumococcal conjugate vaccine.

#### **420-6-1-.04 Vaccine Shortages.**

When the State Health Officer determines that there is a vaccine shortage of one or more vaccines whether statewide or localized, affecting the ability of the healthcare system to assure that all children have access to age-appropriate immunizations required for school entrance by Alabama Administrative Code, Chapter 420-6-1-.03, the State Health Officer may notify affected health care providers about the supply shortage(s) and authorize such providers to validate a certificate of immunization despite one or more indicated, age-appropriate vaccinations not being administered because of vaccine shortage. Such validation will be accomplished by the provider affixing a department-supplied sticker to the individual child's certificate to indicate a new expiration date, not to exceed one year from the current date or the end of the school term for which the certificate is due, whichever shall be later.

#### **Sunscreen ACT (2017-278)**

Allows students in public and nonpublic schools to possess and use FDA regulated over-the-counter sunscreen at school and school-based events. Section 1.(a) Any student in a public school under the jurisdiction of a local board of education or in a nonpublic school may possess and apply Federal Food and Drug administration regulated over-the-counter sunscreen at school and at school-based events notwithstanding any other provision of law, including any role of the State Board of Education or the State Board of Nursing. Section 1.(c) Any student, parent, or guardian requesting a school board employee to apply sunscreen to a student shall present to the nurse a Parent Prescriber Authorization Form (PPA) containing a parent or guardian signature. A physician signature or physician order shall not be required.

#### **Scoliosis Screening**

The Alabama State Department of Education requires school districts to offer and provide scoliosis screening for male and female students in grades 5 through 9 if the child's parent requests it to be done. Screening is performed by observing the uncovered spine, viewing the student from the back, side, and front and also from all sides with the student bending forward. If a child receives a positive screening by the school nurse, the child's parent will be provided with a written referral to physician form. The written referral to physician form needs to be completed by your child's physician. The completed form then needs to be returned back to the school nurse. If you would like your child to be screened for scoliosis, please request a screening consent form from your child's school nurse. Only students that have a signed consent form will receive a scoliosis screening. If you need assistance or have questions, please follow up with your child's school nurse.

#### **Medical Confidentiality**

All reports and test results and other information will be kept confidential by the Board and may not be used as evidence or disclosed in public or private proceedings except in the following: Written consent of the student authorizing release of the information to an identified person.\* To a student having decisions made in a lawsuit, grievance or other proceedings initiated by or on behalf of the student.\* When compelled to do so by federal or state law or order from a court of competent jurisdiction. All questions should be directed to the Board's Drug Testing Coordinator.

Any employee responsible for a breach of the confidentiality provisions of this policy shall be subject to appropriate disciplinary action, including termination if warranted.

### **Clarification**

This policy does not circumvent or replace the Board's Code of Conduct pertaining to the use, possession, distribution, manufacturing of drugs or alcohol or other drugs at/or away from school, Board property, or school sponsored events. Violations of policies and rules will follow normal Board policy consequences. The consequences under the Drug Testing policy will become secondary.

### **Migrant and Homeless:**

Migrant and homeless students who come into the system will be provided the same quality educational opportunities as all other students. A student shall not be admitted to, or excluded from, any federally assisted education program on the basis of a surname of language-minority status. [No Child Left Behind Act of 2001. Title III- Language Instruction for Limited English Proficient and Immigrant Students, Part C, Section 3302 (f)]

### **Multi-Tiered System of Supports/Response to Instruction (RTI)/Problem Solving Team:**

Response-to-Instruction is a process of core classroom tiered support for all students in Henry County Schools. The Response to Instruction process at each school is designed around the Henry County RTI Framework which consist of Universal Screening, Tiered Instruction, Intervention Expectations, and Professional Development. The goal is success for ALL students through tiered support!

### **Non-discrimination Policy:**

Henry County School System does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the non-discrimination policies:

Dr. Dennis Brand, Title IX Coordinator

300 North Trawick Street

Abbeville, AL 36310

[dbrand@henrycountyboe.org](mailto:dbrand@henrycountyboe.org)

### **Complaint Procedure for Student Grievances:**

A. Informal Discussion – If a student believes there is a basis for complaint, he/she shall discuss the complaint with his/her principal or the designee of the principal, (except in cases of discrimination or harassment involving the principal or the designee), in which case the complainant shall report to the Equity Coordinator or other person designated by the Superintendent) within five (5) days of the occurrence of the alleged violation except in cases involving harassment or discrimination in which thirty (30) days will be allowed.

B. Level One – If the complainant is not satisfied with the informal resolution he/she may, within ten (10) days, file a formal complaint in writing and deliver it to his/her principal or designee. The principal or designee shall communicate his/her answer in writing to the complainant within ten (10) days of receiving the written complaint. Class complaints involving more than one (1) principal or designee and complaints involving an administrator above the building level may be filed by the complainant at level two.

C. Level Two – If the complainant is not satisfied with the resolution at level one he/she

may, within ten (10) days of the answer, file a copy of the complaint with the Superintendent. The Superintendent shall indicate his/her disposition in writing to the complainant within ten (10) days.

D. Board Appeal – If the complainant is not satisfied with the resolution by the Superintendent, he/she shall have the right to appeal the Superintendent's decision to the Henry County Board of Education, provided a request for placement on the Board agenda is filed within ten (10) days.

**\*\*Confidentiality will be provided to the extent possible to any student or affected party who alleges discrimination or harassment.**

**PARENT'S RIGHT-TO-KNOW – REQUEST TEACHER QUALIFICATIONS:** We are pleased to notify you that in accordance with the *Every Student Succeeds Act (ESSA)*, you have the right to request information regarding the professional qualifications of your child's teacher. Specifically, you may request the following:

- Whether the teacher has met State qualifications and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
- Whether the teacher is teaching under emergency or other provisional status through which State qualification or licensing criteria has been waived.
- The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree.
- Whether the child is provided services by paraprofessionals and, if so, their qualifications. If you would like to receive this information, please indicate it on the page below and return it to your child's teacher. Should you have any questions, feel free to contact the principal, Mr. McKay at 334-585-2206.

### **Privacy Act**

The parents or guardians of students under the age of 18 have the right to request to see their child's records. Students 18 years old or older may request to see their school records. The school must have a signed statement from the student or his/her parents before a transcript will be sent to an employer, a college admission office, etc.

### **Policies and Procedures**

The Student/Parent Handbook includes important items included in Board Policy, but is not an inclusive listing. You are encouraged to refer to the entire Henry County Board Policy and Code of Conduct for more information or details – [www.henrycountyboe.org](http://www.henrycountyboe.org) – click “District Forms and Policies”

### **Providing a Quality Education for all Students in Henry County**

The Henry County School System is committed to providing high quality education for all students. Because of this commitment, this policy is developed for students who use English as a second language, who are immigrants, who are migrants, and/or who are homeless. Each student who enrolls in our schools must complete a Home Language Survey. The parent or student may fill out this survey. If it is determined that the student's language is not English, the English Language Learners (ELL) Coordinator is contacted. The student will be given a Language Assessment to determine his/her understanding/ability to perform in a regular classroom situation. A team made up of regular classroom teacher(s), principal or designee and the ELL Coordinator will discuss assessment results and decide the best plan for the student. All students

will be in regular Physical Education classes. At other times students could be given instruction in a resource room or be helped in the regular classroom by another person. All students are monitored and mainstreamed as progress is made. Student(s) will be evaluated on their classwork. A Language Assessment will be administered to determine the student(s') ability to work in the regular classroom. All students will have the same services and opportunities to participate in activities in the school.

**PTO:**

PTO is a valuable partnership to the education of students. We encourage you to join the PTO. There are numerous volunteer opportunities throughout the year. Income generated from these fundraisers is given back to the school. Please contact our office staff for more information.

**Saturday School:**

Saturday School may be assigned to any student as a disciplinary action or to make up seat time for unexcused absences, unexcused tardies, and/or unexcused checkouts by an administrator. Saturday School may also be assigned to "at risk" students in an attempt to complete or make-up missing assignments or any time a student accumulates three or more "0s" in any of their classes. Saturday School will be held each Saturday from 8:00-12:00 at AHS. Students must meet at the gym in front of AHS by 7:55 and are required to stay for the entire duration.

**SECTION 504 COORDINATOR (HANDICAP):**

Section 504 of the Rehabilitation Act of 1973 was written to protect qualified individuals from discrimination based on their disability. Individuals with disabilities are persons with a physical or mental impairment which substantially limits one or more major life activities. This law covers persons who are perceived or have ever been perceived to have a major physical or mental impairment. Anyone wishing to make a referral may contact your child's school or Dr. LaKeisha Newsome at (334)585-2206 ext. 1230.

**Sexual Harassment:**

Employees and students shall not engage in conduct constituting in sexual harassment. Sexual harassment is illegal and will not be tolerated. The Henry County School Board shall investigate all allegations of sexual harassment and take appropriate action against employees and/or students who engage in sexual harassment.

**Student School Attendance Standards and Operation of a Motor Vehicle:  
(Pertaining to a Driver's License)**

It is the policy of the Board to comply with Act 93-368 as adopted by the Alabama Legislature which provides for school attendance standards and the operation of motor vehicles. Any person under the age of 19 at the time of application for, or renewal or reinstatement of a driver's license or a learner's license must present documentation of graduation or school attendance or qualify for one or more of the following expectations:

1. Is enrolled and making satisfactory progress in a course leading to a general education development test (GED) from a state approved institution or organization or has obtained the certificate.
2. Is enrolled in a secondary school of this state or any other state.
3. Is participating in a job-training program approved by the State Superintendent of Education.



4. Is gainfully and substantially employed.
5. Is a parent with the care and custody of a minor or unborn child.
6. Has a physician certify that the parents of the person depend on him/her as their sole source of transportation.
7. Is exempted from this requirement due to circumstances beyond his/her control as provided commencing with Section 16-28-1 Title 16 Code of Alabama 1975 as amended. **Tardiness:** Students are required to report to their individual schools no later than the beginning of the school day and arrive punctually for all classes during the day. Tardiness is excused for the same reasons that absences are excused. Tardiness for any other reason will be coded as unexcused. Excessive tardiness will result in disciplinary action.

### **AHS - Response to tardiness/unexcused check in/check outs**

A tardy is defined as being late to school/class. Students are expected to plan their time effectively, as it is critical for students to arrive at school and each class on time. Punctuality is extremely important in school, college, and the workplace.

Students are required to sign in at the office when they are tardy or late to school or when they return to school after checking out. Failure to sign in will result in disciplinary action. Checking out without an excuse will be marked as an unexcused check out and will be handled like a tardy.

### **General Policy for tardiness to school/class:**

- **First – Third Tardy:** Students will be assigned to Break Detention that day.
- **Fourth – Fifth Tardy** – 1 Day of Early Morning Detention for each offense.
- **Sixth Tardy** – 3 Days of ISS
- **Seventh Tardy** – 5 Days of ISS
- **Eight Tardy** – 3 Days of Alternative School
- **Ninth Tardy** – 5 Days of Alternative School
- **Tenth and EACH subsequent Tardy**- 9 Days of Alternative School

### **Transportation (BUS)**

Students may not ride any bus other than his/her assigned bus. For special circumstances, a written note must be approved by the principal/designee prior to the transportation change. Please include the address of where the student is going and a contact number in the event the change cannot be approved. **If proper written documentation is not received and approved, the child will have to go home on their regular bus. PLEASE BE SURE TO KEEP THE SCHOOL INFORMED OF ANY CHANGES IN TRANSPORTATION.**

### **Bus Rules**

The school bus driver is in authority when transporting children to and from school. All students are expected to follow the school bus rules in accordance with the code of conduct, which are as follows:

1. Remain seated and keep hands, arms and head inside the bus.
2. Be kind to other passengers; no fighting, pushing, name-calling or horse-playing.
3. Talk quietly; no yelling or loud talking is permitted.
4. Show respect for the bus driver and obey the driver at all times.
5. No eating on the bus.

**\*\*Students failing to follow the above rules may be given a bus referral by the driver. The**

principal or his/her designee will be responsible for assigning disciplinary actions. Depending on circumstances and frequency of misbehavior, students may be removed from the bus for 1 to 10 days. Continuous misbehaviors will require a hearing with the Transportation Supervisor.

**HENRY COUNTY BOARD OF EDUCATION  
INTERNET ACCEPTABLE USE POLICY PERMISSION FORM**

The Henry County School System's Internet Acceptable Use Policy is designed to provide guidelines for using the Internet in the classrooms, school media center, and computer labs of your school this year. Please take the time to read this policy located in the Henry County Board of Education Policy Manual, Policy 5.90. If you have any questions about it, please be sure to contact the principal or the office of the superintendent.

This policy must be read and signed both by the student and a parent/guardian, and then returned to your child's homeroom teacher. Please return the signed form as soon as possible, since you will not be given access to the Internet until you have agreed to this policy.

Please note that if you violate the terms of this policy, you may lose privileges or receive punishment as defined in the Henry County Board of Education Code of Conduct. It is your responsibility to read and ask questions about this policy.

Your teacher is planning an in-class discussion of this policy after you have had a chance to become familiar with it.

**PLEASE RETURN FORM TO HOMEROOM TEACHER AS SOON AS POSSIBLE**

I acknowledge that I have read, understand and agree to all terms as outlined in the Internet Acceptable Use Policy. I further understand that this agreement will be kept on file at the school for the academic year in which it was signed. (Please check one.)

\_\_\_\_\_ **My child may use the Internet while at school according to the rules outlined.**

\_\_\_\_\_ **I would prefer that my child not use the Internet while at school.**

**Please check the following if you GIVE permission for Henry County Board of Education to create/maintain a Gmail/GSuite for Education account for your Student to participate in Google Classroom activities (including homework). Yes \_\_\_\_\_ No \_\_\_\_\_**

\_\_\_\_\_ **(Parent's Right-To-Know\* Request Teacher Qualifications) Please check here if you would like to receive further information in regards to teacher qualifications.**

\_\_\_\_\_  
**Student's Name (printed)**

\_\_\_\_\_  
**Parent/Guardian's Name (printed)**

\_\_\_\_\_

\_\_\_\_\_

**Student's Signature**

**Parent/Guardian's Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Date**

Dear Parents and Guardians,

This Abbeville High School Student and Parent Handbook lists only a synopsis of the rules and regulations by which students are expected to abide. The Henry County Board of Education Policy Handbook and the Henry County Code of Student Conduct contains a complete list of all school policies and regulations, these policies can be found on the following website: <http://www.henrycountyboe.org>. Should you have any questions, please contact the office to schedule an appointment for a conference. Please discuss the rules and policies with your child. Sign and return this sheet to your child's homeroom teacher.

\_\_\_\_\_  
**Student's Name (printed)**

\_\_\_\_\_  
**Parent/Guardian's Name (printed)**

\_\_\_\_\_  
**Student's Signature**

\_\_\_\_\_  
**Parent/Guardian's Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Date**