

*The Middle College at GTCC High Point
Student/Parent Handbook*



901 S. Main Street
High Point NC27260
336-819-4111

Angela D. Polk-Jones, Principal
Dr. Whitney Oakley, Superintendent

*Preparing Every Student to Be College Career and
Life Ready!*

2023-24

STUDENT/PARENT HANDBOOK

The Middle College at GTCC High Point Student/Parent Handbook is designed to help students and parents become aware of the rules, expectations, processes, procedures and responsibilities associated with joining the Lion family. Each student and parent should read and review this information carefully, be knowledgeable about its content, and adhere to the expectations as outlined. We respect different points of view; however, compliance is required. At the MC at GTCC HP, we encourage individuals to respectfully “Agree to Disagree”, when there are differing opinions, but have a willingness to move forward with completion of the task at hand according to the expectations outlined in this handbook and any addendums. This means that even if you disagree with some of the contents of this handbook or any decisions made during the course of this school year, we encourage you to respectfully express your point of view while adhering to our policies and expectations.

We encourage everyone to take an active role in all aspects of our school. We especially encourage our parents/guardians to be involved as much as possible. Research shows that the more active parents/guardians are in their child’s education the more successful the child tends to become. Participation in school activities will create a sense of unity, loyalty and Lion pride.

If students or parents have questions or concerns regarding the information outlined in this handbook, please feel free to contact the school.

MC@GTCC HP Vision:

All Middle College at GTCC High Point students will graduate as globally competitive career and college ready

MC @ GTCC HP Mission:

The Middle College at GTCC High Point is a relationship-based learning community that supports all students through rigorous standards for academics, integrity, leadership and global citizenship.

ADMINISTRATION

Principal----- Ms. A. Polk-Jones
School Support Officer-----Dr. D. Patterson
Superintendent-----Dr. W. Oakley

MC@GTCC HP ADMINISTRATIVE SUPPORT

Office Support-Treasurer/Data Manager-----TBA
Instructional Technology Specialist-----Ms. M. Carter
Leadership -----Ms. J. Croom
Curriculum Facilitator -----Mrs. R. McGinnis
School Social Worker -----Ms. J. Porter
School Counselor----- Ms. Preston

MC@GTCC High Point TEACHING STAFF

Electives-----Ms. Aguirre, Ms. Carter, Ms. Croom
Exceptional Children-----Ms. Short
English Department -----Ms. Rich & Ms. Rogers
Enrichment -----Ms. George
Math Department-----Ms. King & Mr. Shah
Science Department-----Mr. Khan & Mr. Stevenson
Social Studies Department-----Ms. Hedrick & Ms. Isler-Herring
Teacher Assistant-----Ms. Kirby

GTCC High Point ADMINISTRATION & SUPPORT

President -----Dr. A. Clarke
Dean -----Dr. D Pittman
College, Career, Promise Liaison-----Ms. L. Whitlow
MCHP College Liaison-----Ms. L. McCandless

GCS Vision

Achieving educational excellence – the successful coupling of academic education and character development.

GCS Mission

Guilford County students will graduate as responsible citizens prepared to succeed in higher education, or in the career of their choice.

Core Values

Diversity - We are committed to creating an educational organization where a variety of persons and perspectives are welcome. We are committed to providing an environment where students and staff from all cultures and backgrounds may succeed.

Empathy - We are committed to developing a culture where our employees identify with and understand the feelings of our students and parents as well as their colleagues.

Equality - We are committed to creating a school system where everyone is appreciated for who they are and evaluated based solely on their contributions and performance. Through the work of this institution, we will create awareness of – and develop strategies to understand and eradicate – prejudice, discrimination and racism on the individual and organizational levels.

Innovativeness - We are committed to fostering a work environment where the goal is not to manage innovations, but to become innovative. Problems are identified, ownership of those problems is assumed by the adults in the district, and everyone works together as agents of the solution until the problems are solved. We will not stop until obstacles are removed, solutions are found, and clear and compelling goals are established.

Integrity - We are committed to creating a school district that acts with honesty and forthrightness, holding ourselves to high academic and ethical standards, and treating everyone with respect.

SCHOOL HOURS

The school day begins at 11:00 a.m. promptly. The building is not open for students until 10:35 a.m. Neither the MCHP, GCS, GTCC, GCS or GTCC personnel will assume liability for any student who arrives on campus or reports to a classroom before 10:35 a.m. or stays on campus afterschool hours for any event without permission from the parent and the MC at GTCC HP. Each individual student is responsible for securing permission from parent/guardian. If permission is given, parents can write a note and include their contact information for verification. However, this does not mean that a MCHP or GCS staff member will be present to supervise.

ARRIVAL/DISMISSAL PROCEDURES

Arrival: Upon arrival, students are encouraged to report directly to their first block upon arrival. If your teacher is not present in their classroom upon student arrival due to teachers' meetings or other obligations, please proceed to the Student Success Center/front office lobby. Students are considered tardy at 11:00 a.m.

Bus Riders: Buses will drop students off at the "bus stop" on Hamilton Street next to Parking Lot A entrance. Students will be dismissed for the buses as close to 5:15 as possible, depending on the arrival of the majority of the buses.

Car Riders: Car riders should be dropped off at the designated location in Lot A starting at 10:35 and picked up in Lot C between 5:08 - 5:15. Students are considered tardy at 11:00. If students are dropped off prior to 10:35 or are not picked up by 5:25 (10

minutes grace period), MC at GTCC, GTCC or GCS is not liable for your student.

Students that have college classes or arrive on campus prior to the official start of the school day for the MC at GTCC High Point, may not be supervised by MC at GTCC High Point faculty and staff.

If parents would like their student to arrive early or stay after-school for use of MC at GTCC HP facilities or other GTCC facilities or to attend any event on the GTCC campuses, they assume full responsibility for their student. The student must provide a written note with a contact number before they are permitted to stay. Again, students may not be supervised by MCHP or GTCC staff and the parent or guardian takes full responsibility for their student.

Dismissal: To ensure greater student safety, all drivers must follow the directions of MCHP staff and GTCC Police.

- All individuals picking students up for dismissal must adhere to the pickup pattern outlined for dismissal in Lot C.
- Car riders should not be picked up in Lot A at dismissal. After a warning, you are subject to consequences from the GTCC Campus Police, which may include a ticket and fine.
- If your student does not exit the building when car riders are dismissed, you may be asked to circle back around to pick your student up. We cannot hold up the car rider line while you wait on your student. Please remind your student that they do not have time to "run" to the vending machines or anywhere else at dismissal.

Parents who do not wish to allow their child to ride with other high school drivers must make sure that their child understands these expectations. The Middle College at GTCC High Point, GCS nor GTCC can be held liable if an accident takes place while your child is transported to and/or from campus by another high school student. Please have this discussion with your child/student regarding your expectations about riding with other students.

COLLEGE CLASSES, TEXTBOOKS, RESOURCES, STUDY HALL, IDs

The early/middle college experience provides students opportunities to take college classes throughout the school day. Taking college classes requires students to spend additional time studying and going over their notes after each class. Parents are asked to take an active role in helping students review and study their notes once they arrive home. Being successful in college classes will require students to change

and/or improve their study habits. Students must become more focused to ensure greater success.

COLLEGE CLASSES: All students will take college health, physical education and ACA. Additional college classes can be taken based on students' readiness, which will be measured by their academic performance and meeting college placement criteria. To increase the chances of success in college classes, students must maintain at least a 75 (C) or above in college classes, an 85 (B+) or above average in high school classes and an 80 (B- or above) in online classes to continue to be enrolled in and/or eligible for college and GCS or NC VP online classes.

Administrative discretion may be used at any time.

○ **PROBATION**

- If a student does not meet the requirements listed above; 75, 80 and/or 85, they will be placed on probation for the following semester but may be given the opportunity to take at least one college class in an area where they did meet the above requirements. If they fail to meet the requirements stated, while on probation and taking college classes, they will not be allowed to take a college class the next semester and will take all face-to-face high school classes.
- If a student is already in college classes and does not meet the 75 or above requirement in one or more of those college classes at the end of the class, they can be placed on probation for the next semester and allowed to take one college class in the area that they did meet the criteria listed above. At the end of that semester, if they have met all the criteria listed above, they can take additional college classes the following semester. However, if they do not meet all the criteria, they will delay the opportunity to take more than one college class during the next semester. Per GTCC policy, any student that falls below a college GPA of 2.0 will be placed on Academic Probation and remain there until their college GPA is

above at least a 2.0. During this time, additional support meetings will be required to ensure that the student is taking full advantage of the college opportunity. If the student does not maintain at least a 2.0 college GPA while on probation, they will be unable to take college classes for the next semester.

- Students have a right to an appeal, but all appeals must be in writing to the principal.

○ **Number of High School and College Classes per semester. (Administrative discretion can be used in any situation.)**

▪ **Freshmen (9th Grade)**

- Take 6 High School classes, including Freshmen Focus and:
- Entrepreneurship in the spring semester

▪ **Summer After Freshmen Year**

- One online class, if criteria of earning an 80 or above in the related content area.
- One face to face college course, if grade of a 95 or above.
- One online and one face to face, if 95 or above average in all classes.

▪ **Sophomore Year (10th Grade)**

- Take at least 2-3 high school classes per semester, including Entrepreneurship 2 for those that took Entrepreneurship 1 during 9th grade.
- Will take at least 2 college classes (College Health and P.E.)

- Can take 1-2 more college classes in the semester not enrolled in Health and P.E., if criteria met.
 - Can take 4-5 College Classes per semester = 8 – 10 College Classes for the year, if criteria met.
- Summer after sophomore year.
 - Take 1 online or college class, if criteria met.
 - Junior Year (11th Grade)
 - Take at least 1 - 2 high school classes per semester, including Leadership.
 - Can take 2-3 College Classes = 4-6 College Classes for the year, if criteria met.
 - Summer After Junior Year
 - Take 1-2 college class, if criteria met.
 - Senior Year (12th Grade)
 - Must take Leadership and attend advisory each semester.
 - Can take 3-4 College Classes per semester = 6-8 College Classes for the year, if criteria met.
 - Summer After Senior Year, if staying for 13th grade.
 - Can take 2 college classes, if criteria met.
 - Must have at least a 2.0 to be eligible to continue as a Super-Senior.
 - Super-Senior Year (13th Grade)
 - Must attend advisory and Leadership, as assigned, each semester.
- GTCC - College Criteria
 - 9th and 10th grade students must take and score a 70 or above on the GTCC RISE test, given each fall.
 - 11th and above grade students can qualify for college classes with the GTCC RISE test or an unweighted high school GPA of 2.0 or above.
 - Any student with a PSAT, Pre-ACT, SAT or ACT score that is classified as college ready can meet the requirements with those test score.

College Refunds, Reimbursements & Drop/Add If a college class is taken off a student's schedule and the college inadvertently issues a refund to the student's home address, it is the responsibility of the parent/guardian to return the refund to the MC at GTCC High Point so that we can assist you with getting it returned and properly credited to our GCS account. Tuition and fees for college classes are billed to and paid for by GCS, not the student or parents. Failure to return the refund will result in the parent/guardian having to repay the cost to the MC at GTCC High Point and/or your name being sent to a collection agency if not paid. Until the bill is paid, the student may not be allowed to take another college class and will not receive his/her diploma if the money is still owed at graduation.

Additionally, no college class should be added to or dropped from a student's schedule without the permission of the college liaison, counselor and/or principal. If a student drops a class after the deadline the student is responsible for reimbursing GCS the total cost of the class(es).

Use of the academic calendar is essential to college student success. Students and parents must familiarize themselves with the University Academic Calendar and understand that students are expected to be in college classes whenever GTCC is in session. This includes days when Guilford County Schools is out for holidays or any other reason. Parental discretion may be used; however, it does not change the outcome of the college instructor's policy.

Registration changes after the last day of drop/add will result in graded coursework on the college academic transcript (i.e. W or WF).

WHO TO CONTACT:

- **DROPPING/ADDING COLLEGE CLASSES:** All requests to add or drop a college class must go through our school counselor, Mrs. Preston – prestos@gcsnc.com or our college liaison, Mrs. McCandless - llmccandless@gtcc.edu Once final approval has been established, you will be given the next steps.
- **ONCE ENROLLED IN COLLEGE CLASSES:** All other questions related to issues with a college class should go to our College Liaison, Mrs. McCandless, at llmccandless@gtcc.edu.
- **TEXTBOOKS:** High School and College Textbooks are loaned to students for use during the school year. It is important that students handle their books carefully. Students should keep books clean and in good condition. At the end of the year, or when a student withdraws from school, he/she should turn in all books issued at the beginning of the year. Textbooks and other material and supplies are the student's responsibility and will be paid for by the student if lost, stolen, or damaged. Students should make sure that they sign each teacher's book assignment list to document when they receive and return their books. Diplomas will be held if money for books, other supplies or damages are owed at the time of graduation.

Books and other supplies purchased by GCS for college classes remain the property of the MC@GTCC HP/GCS and should be returned at the conclusion of each class. If a student loses books or other supplies for a college class, the parent/guardian and/or student will be required to purchase the replacement materials within a week so that the student does not get too far behind. GCS will not purchase a second set of materials needed for a college class.

Students are expected to bring textbooks and all necessary supplies to each high school and college class daily.

RESOURCES/ACADEMIC SUPPORT: Students should take advantage of the GTCC Student Success Center's academic support and workshops, the Writing Center, Library, our Advisor/Advisee period, tutoring, Saturday Academies, counseling services, Apex Learning Systems, khanacademy.org and all other resources, including those on campus, to ensure their success in both their college and high school classes.

OPEN PERIOD/ "STUDY HALL" Period: Students taking college classes only meet in those classes a few days each week; which means students will have periods of time during

alternate days when they do not have a class. This "Study Hall" period is set aside for independent study, working on projects, studying, completing high school and college assignments, service learning, and meeting with professors and/or seminar. Students that abuse this time are subject to losing this privilege and may be assigned to a designated teacher or location for monitoring.

For safety reasons and accounting for the location of our students, when students are not in class, students should adhere to the following:

- Only seniors and super-seniors will have the option to work on the 2nd floor of H5 or the library in H4 in between their college classes and on their off days while they are on campus. If seniors and super-seniors have permission to leave campus in between classes, a note from their legal guardian must be on file stating that the parent or guardian relieves GCS and GTCC of any responsibility for students during those times. Otherwise, if upperclassmen are not in these designated areas, they may lose this privilege and be assigned to a teacher's classroom or the new Student Success Center/ "Lion's Den", during their "Study Hall" period.
- 11th graders are expected to report to the Student Success Center/Front Office area in H1 in between college classes and on alternating days of their classes. 11th graders are not permitted to work in areas designated for seniors and super-seniors in H5.
- 10th graders are expected to report to the Lion's Den/front office or the designated teacher on alternating days.

Students should not use "Open Periods" to go to a job. *It is a violation of the child labor laws for a student to work during the instructional day; 11:00 – 5:15.*

During "STUDY HALL" students remain subject to all GCS, The Middle College at GTCC High Point and GTCC rules and regulations, including but not limited to those outlined in this MC at GTCC High Point Student/Parent Handbook, the GCS Student Code of Conduct and the GTCC Code of Conduct. Any student found to be in violation of our rules, regulations, policies and procedures are subject to school disciplinary action, which could include being banned from GTCC campuses and/or sending the student back to their home school. Parents, please clearly help communicate these expectations to your student.

STUDENT IDs & ACCESS to BUILDING: MC at GTCC High Point students is required to have their GCS One Card and GTCC

provided ID cards with them at all times. One Cards will be utilized by GCS for various things including transportation and GTCC is working on upgrading safety protocols that may involve the use of the college ID.

SERVICE LEARNING

The *Service-Learning Diploma* is a locally developed official recognition program designed to recognize high school students who are committed to serving their community. Students who complete 250 hours of service-learning experience over the course of their high school years will receive this certification upon graduation. The program is designed to recognize students who dedicate a significant amount of their time to service-learning to address challenges and solve problems in their community. All students who complete this program will be awarded a GCS Service-Learning Diploma. For students that earn 100-249 hours, they will receive the *Service-Learning Exemplary Award*. Also, at graduation, these students will be distinguished by wearing a Service-Learning cord.

For both the Service-Learning Diploma (250 + hours) and the Service-Learning Exemplary Award (100-249 hours), students may begin documenting hours on the first day of their ninth-grade year and may continue their work throughout the school year and during the summer. Service-Learning hours performed over the summer must be approved in advance. All documentations to be considered for graduation must be submitted by the GCS established deadline in early April of the student's senior year.

[High School Service-Learning Approval Form.](#)

All MC at GTCC High Point students are encouraged to earn at least 250 Service-Learning hours over the course of their four years beginning with the freshmen class that starts in 2023. It is suggested that students follow the following plan: Freshman-50 hours, Sophomore-75 hours, Junior- 75 hours and Senior- 50 hours.

It is each student's responsibility to track their Service-Learning hours in the X2Vol system. If students or parents have questions about service-learning hours, they should contact our on-site Service-Learning Coordinator, Ms. Porter, at porterj4@gcsnc.com.

LEAVING CAMPUS AND UNAUTHORIZED AREAS

Students are required to be in attendance in all high school and college classes, and study sessions assigned throughout the school day. Students cannot leave campus without checking out in the main office with a parent/guardian/designee or, if eighteen or over, with written permission from a parent/guardian that includes the parents'/guardian's contact information. Furthermore, if a student is found to be in an unauthorized

location on campus at any time during the school day or during afterschool activities, they are subject to consequences, including suspension or being sent back to their homeschool, if a repeat offender.

Furthermore, for liability reasons, students that do not have college classes should not go into other buildings during the course of the school day.

9th, 10th & 11th graders are not allowed to leave campus to purchase food or have food delivered to campus during high school class times. Lunch can only be delivered between 10:35-11:10 or at 12:45, to allow students time to finish eating by 1:05. Delivery orders should not be placed during class hours. If lunch is delivered after the lunch period is over, the students will not be allowed to leave class to pick up lunch. It will be put away until class change or the end of the school day. Only seniors and super-seniors have the flexibility to leave campus during lunch. However, 11th graders that are taking college classes may order lunch during the time of their college class on their off day because they would not be interrupting classes.

SENIOR AND SUPER-SENIOR OPEN LUNCH: For MCHP, Open Lunch means that a student leaves campus. Only seniors (12th Grade) and super-seniors (13th Grade) will be allowed to have an open/unsupervised lunch. This will be enforced throughout the year. They must return to campus/class in time for their next class. After three tardies to the next class, high school or college, their open lunch privileges will be revoked for a period of time to be determined by school personnel.

- Parents that do not wish to allow their child to ride with other high school drivers must make sure that their child understands those expectations. The Middle College at GTCC High Point, GCS nor GTCC cannot be held liable for any accidents or incidents that take place while your child is transported to and from campus by another high school student.

UNDERCLASSMEN BREAKFAST & LUNCH: Underclassmen (freshmen to juniors) are encouraged to eat BREAKFAST in their first core location and LUNCH in their 2nd core location. Additionally, if any underclassman participates or attempts to leave campus, they will receive consequences. These may include lunch detention or suspension for violating this policy. All students are expected to be on time to their next block. Open lunch is exclusively for seniors and super-seniors. Repeat offenders for any lunch time violation will receive more severe consequences.

BREAKFAST AND LUNCH

Upon arrival to campus, students will be given breakfast. They are expected to report to their first core class by 11:00. They will have until 11:15 to finish their breakfast. Students may pick up lunch at 12:45 and report to their 2nd core. They will have until

1:05 to eat lunch. They will not be allowed to leave the classroom once they enter. They should get breakfast in route to 1st core and get lunch in route to 2nd core. GCS servers will have to leave at a specified time and may not leave any food behind. It is imperative that students adhere to these times and pick up breakfast and lunch at the designated times to ensure that they get a meal. All students can eat breakfast and lunch for free; however, we need all students to complete the replacement form that generates data that makes us eligible for free lunch for all of our students. (Please contact the front office if you have more questions.)

- **Ordering Lunch**
All MCHP Students eat for free this school year. Students should scan the QR Code that is posted throughout the school, to select their lunch choices to ensure that we have enough food.
- Although, all MCHP students eat for free this school year, everyone is encouraged to complete a free and reduced lunch form or the designated form to collect house income data because families receive benefits based on this information; including fee waivers and scholarship opportunities. See the main office for an application or go to:
<https://gcsmeals.com/?page=lunchapps>

Follow this link for department webpage and daily breakfast and lunch menus:
<http://gcsmeals.com/index.php?sid=1502124195510>

ATTENDANCE

The Middle College at GTCC High Point students have the unique opportunity to participate in both high school and college classes during their time as a Lion. During this time, attendance policies must be followed as dictated in the Student/Family Handbook of Guilford County Schools (GCS), The Middle College at GTCC High Point Student/Parent Handbook and GTCC. Please note that the GTCC attendance policies for college classes are more stringent than those of Guilford County Schools (GCS) and must be adhered to as outlined in the individual policy of each college instructor. It is the responsibility of each student to know the attendance expectations as prescribed for high school and college classes

We believe that it is essential that students attend school regularly and arrive on time, 11:00 a.m., to get the most benefit from school. If a student arrives after 11:00 they must report to the main office to sign in and obtain a tardy slip. We expect students to be in their assigned classroom and ready to begin the day by 11:00 a.m.

Excused tardies include illness or medical appointments (See full list below.) However, when possible, we ask that you **please make every attempt to schedule your child's appointments**

before school, 8:00 –10:00 or after 4:30 to limit the amount of instructional time they will miss. Our school day is 11:00 –5:15.

If a student needs to see administrator or administrative support personnel prior to going to class, they must report to class and get a handwritten permission slip from the teacher of that class, with the specifics of their destination, along with the time and date. **Reporting to class late because of visiting the vending machine or the bookstore to get snacks are not valid excuses for being tardy.**

Failure to report to class on time can result in the following steps being taken:

Tardy Policy

- | | |
|-------------------------|----------------------------------------------------------------------------------------------------------|
| • 1 st Tardy | Verbal or written warning |
| • 2 nd Tardy | Teacher/Student conference and time Owed. |
| • 3 rd Tardy | Parent contact (Written or Phone Call) and time owed. 3 unexcused tardies count as an unexcused absence. |
| • 4 th Tardy | Parent contact & detention; 45 minutes Of make-up time owed |
| • 5 th Tardy | Parent contact and office referral; 45 minutes of make-up time owed. |

Other arrangements or consequences may be made at the discretion of school personnel. Excessive tardiness or absences, including early dismissals, may result in our school social worker contacting Child Protective Services about attendance matters.

Please note, for every three unexcused tardies, the student will receive one unexcused absence. When students are continuously late to school, the valuable class time that they miss accumulates and can affect the student's performance. Therefore, **students will be required to make up the time that they miss.**

ABSENCES- The Guilford County School System's policy states that if a student is absent, the parent/guardian must send a note with the dates(s) of the absence, the reason for the absence, and the parent's /guardian signature and daytime phone number, **within three days of the absence,** otherwise it is considered an unexcused (unlawful) absence. Students must submit their parent note for an excused absence to the front office staff.

When a student is absent, especially during extended periods of time, they are encouraged to log in to each teacher's Canvas Page or make arrangements to pick up missed work to keep up with their assignments. Absences due to extended illnesses may also require a statement from a physician. All anticipated extended periods of absence should be reported to school officials prior to the period of absence and must receive prior approval in advance from the school principal in order to be considered excused absences. Students must make arrangements to get their work in advance of the absences.

For high school classes, students are limited to *six (6) absences semester or twelve (12) per school year*. Parents will receive notification of unexcused absences at three (3), six (6), and ten (10) days. Excessive absences can result in Child Protective Services being called. College courses are subject to their own attendance policies. Be sure to verify the attendance and tardy policy with each college instructor.

Parents will be notified each evening through an automated MC at GTCC High Point voice message that their student was tardy or absent from a class or some portion of the day. Parents should check PowerSchool Parent Portal or contact our data manager for the specific class that their student was tardy or absent.

The following absences are considered lawful absences according to the NC State Board of Education Attendance rules:

- | | |
|-------------------------------|-------------------------------------|
| a) Illness/injury | f) Quarantine |
| b) Death in immediate family | g) Court proceedings |
| c) Religious observances | h) Suspension |
| d) Educational opportunity | i) Expulsion |
| e) Medical/Dental Appointment | j) Visitation of Active Duty Parent |

If a student becomes ill or injured during the school day, they should report to the office with a note from a teacher and an escort. Parents will be notified of illness or injury and are expected to pick up the students as soon as possible, if necessary.

Students must be present at least one half of the class period to be counted present for a specific class. Any student arriving later than 2:07 p.m. or leaving earlier than 2:07 p.m. will be considered absent for the day and cannot participate in any afterschool activities at their homeschool.

MAKE-UP WORK/TIME - Students are expected to make-up missed work as a result of absences. Arrangements can be made between the teacher, student and parent, to allow for additional help or support. *Students should check Canvas to locate missed assignments.* If nothing is posted on Canvas, the student should contact the teacher via email. Students should refer to the teacher's class syllabus regarding make-up work and make-up time. It is the student's responsibility to seek help and adhere to the arrangements agreed upon with the teacher.

Per GCS policy, students will have two days per each day's excused absence to make up assignments for all classes. For example, if a student misses two days, (2 days missed X 2 days to make-up work = 4 days) the student must make arrangements with their teacher to submit all missed work by the fifth day. It is

the student's responsibility to seek help and adhere to the arrangements agreed upon with the teacher.

Just as Make-up Work is owed to teachers for non-submission, likewise, Make-up Time is owed to each teacher for unlawful absences in each class. Therefore, starting with the fourth unlawful absence, a student must complete 45 minutes of make-up time for each class missed.

Failure to complete the required makeup time will result in the student being placed on NO CREDIT STATUS, receiving and INCOMPLETE (I) on their report card. Students will have 10 school days at the end of the quarter to complete make-up time and missing assignments.

Once the time and assignments have been completed, the NO CREDIT STATUS will be removed, and the student will be issued their grade.

If the student does not complete make-up time and make-up work, the student will be given a 59(F).

****Please note that at the end of each semester there is less flexible time to complete make up time and missing assignments, especially for graduating seniors at the end of the Spring semester. Therefore, students are encouraged to inquire about make up time well in advance of the end of the grading period.**

EARLY DISMISSAL- Early Dismissal Pick-up: If students have an early dismissal, parents should park in a parking space and come in to sign the student out. Please do not pull up in front of the school entrance and run in to sign them out nor expect your child to come out. For safety reasons, we must see the person or persons, listed in the system, that the student is leaving with and make sure that the person is authorized to pick the student up.

Students should be picked up early for emergencies only and will not be allowed to wait in the front office for more than fifteen minutes prior to being picked up. After fifteen minutes, they will be sent back to class until their ride arrives.

Parents/guardians or the individual that has permission to pick up a student must come in, show their face and ID to sign the student out before the student will be allowed to leave with the individual. Emergency contacts must be updated with the name of anyone that has permission to pick your student up. Or parents may call first and send an email after the call, confirming that the individual may pick their student up. This is for the safety and protection of each student.

Underclassmen, 9-10th grades, may not leave school after arrival on campus unless being picked up by a parent or guardian or taking classes at another GTCC campus.

If 11th graders wish to leave campus in between college classes, for reasons unrelated to schoolwork, they must maintain a grade of 80 or above in both high school and

college classes and provide a handwritten note signed by their legal parent or guardian, giving the student permission to leave campus in between college classes and relieving GCS and GTCC from any liability. The note must specify who the student has permission to leave with. This individual must sign out upon leaving and sign back in upon returning. If an 11th grader falls below an 80 in any classes, the privilege of leaving early will be revoked.

Parents of 12th and 13th grade students that take mostly college classes understand that their child will not be supervised during extended periods of time throughout the school day because they sometimes travel back and forth between the various GTCC campuses and/or may take several college classes. GCS nor GTCC can be held liable for students' behavior as they navigate their college schedule. Additionally, it is the parents/guardians' responsibility to ensure that their child knows the expectations for appropriate behavior when they are unsupervised during the course of the school day.

To ensure that they attend all their high school classes, 12th grade students that have two or more high school classes do not have permission to leave campus during the instructional day and are expected to adhere to the same rules and expectations as underclassmen that are on campus for the duration of the day.

If a student drives or walks to school, the student is not allowed to leave school before the end of their day without specific parental and appropriate school personnel permission.

Note: Please make every effort to have your child present and on time for school. The Guilford County Schools Board of Education gives magnet school principals the authority to request that magnet school students return to their home school if efforts to resolve tardiness and attendance problems fail. After five absences or eight tardies, a request may be made to reassign the student to his/her home school.

REMOTE LEARNING DAY

Throughout the course of the school year, there may be remote learning days assigned. Students are expected to sign into their teachers' Canvas page, following their regular daily schedule. They must adhere to the expectations outlined by each individual teacher.

BEFORE OR AFTERSCHOOL ACTIVITIES/EVENTS

Students participating in after school activities or events must be picked up promptly after the event is scheduled to end. Students are required to be picked up within 10 minutes of the scheduled end time of all MC @ GTCC High Point activities/events.

If students are dropped off for any event on GTCC campuses before or after school, parents understand that students may not be under the supervision of the MC @ GTCC High Point staff, therefore, the MC@GTCC High Point, GTCC nor GCS will assume responsibility for the student.

CHANGE OF ADDRESS/EMERGENCIES

Please inform our data manager immediately of any changes in phone numbers (work, cell, or home), email, addresses, emergency contacts, or formal custody agreement. During the school year, there may be times that the school will need to reach you regarding your student. Please make sure emergency information remains correct and that your student is familiar with the appropriate contact numbers for you and other family members.

Additionally, it is imperative that you keep your contact information current so that you will receive all connect-ed messages/announcements and emails.

CONDUCT/CHARACTER/STUDENT EXPECTATIONS

Appropriate behavior is essential for effective learning to take place and is necessary for the safety and welfare of our students. In addition to the MC at GTCC High Point Student/Parent Handbook, students will receive an electronic copy of the Guilford County Schools Student Code of Conduct and will be made aware of GTCC's code of conduct. The MC at GTCC High Point will closely follow these policies, especially those outlined specifically to our school and the classroom. Our expectations are that our students will display the following monthly character traits throughout the school year by being Responsible (Aug. & Sept.), Respectful (Oct.), Kind (Nov. & Dec.), Courageous (Jan. & Feb.), show Integrity (March), Self-Disciplined (April) and Persevere (May & June) throughout the school year. Please note that *Administrative Discretion* may be used at any time students are not adhering to our rules and expectations.

MEDICAL FORMS

Students may not take medication of any kind, i.e., prescription or over-the counter, without a medical form completed by a physician. Forms are available in the office. All medication will be discarded if not picked up at the end of the school year.

VISITORS/VOLUNTEERS

All visitors must report to the main office and sign in. Parents are always welcomed in the building and are encouraged to visit the school as often as possible but should never report directly to a classroom. They must sign in at the front office and be escorted to the location.

Volunteers are always needed and are an important part of the school program. Anyone desiring to serve as a volunteer at the MC at GTCC High Point may contact the school office at 336-819-4111 or email Ms. Porter at porterj4@gcsnc.com. All volunteers are required to go to the GCS website and complete the volunteer form to get the Board of Education approval and a Criminal Records check. Please contact us if you are interested in helping establish a PTSA, volunteering to help with phone coverage throughout the day, and/or breakfast coverage from 10:35-11:15.

Additionally, we would like each teacher to have a class-parent to assist throughout the school year. This individual would be someone that checks in with the selected teacher to see if they can assist the teacher in any way; supplies, projects, etc.

EMERGENCY MEDICAL TREATMENT

Members of the staff take every precaution to ensure the safety of students throughout the school year; however, accidents do occur. When a student is injured on campus, the front office is notified. In the event of minor scrapes or bruises, the area is washed and bandaged. Appropriate staff will contact the parent/guardian and complete an accident form, of which a copy will be provided for the parent. If a student is injured and does not report it to the appropriate staff person, we cannot be held responsible for something that we are not aware of.

If it is a very serious situation that requires immediate medical attention, EMS may be called. This will be in extreme cases only. It is imperative that all contact information is kept current in case of an emergency.

CHILD CUSTODY

If you have been granted custody of your child through a court order or deed of separation, please advise us of this fact. We must be able to present a copy of the court's order should a situation arise. Please be assured that this information will remain confidential and is shared with appropriate school personnel only. Otherwise, we have a legal obligation to both parents.

If you wish for the school to be allowed to communicate with stepparents, please indicate this on the pupil data sheet with their name and contact information.

Please note that information related to your child will be sent to the address that is used in our system. Parents/guardians must make arrangements to share this information with one another.

FIELD TRIPS

Before a student is allowed to go on a field trip, the student must have written permission from a parent or legal guardian prior to leaving for the destination. For liability reasons, if a student does not have written permission (verbal permission over the phone will not be accepted), he/she will not be permitted to attend the trip. However, an emailed or faxed permission slip is acceptable; email- polkjoa@gcsnc.com or Fax- 336-819-4116. The email or fax must include the student's insurance information and parent contact information.

Students who experience prolonged behavior issues could be excluded from participation in a field trip unless a parent or other approved adult goes with them. Per GCS policy, *students that are assigned to any type of suspension may not participate in field trips or any other GCS or GTCC related activities* on the dates of the suspension.

WITHDRAWAL FROM SCHOOL

Parents should notify the Counseling Office at least one week in advance if a student is withdrawing from school. This process is necessary to complete withdrawal forms, check textbooks, and collect any fees.

INSURANCE

School accident insurance may be purchased for any student at the beginning of the school year. Information on specific insurance providers will be given to each student at the

beginning of the year. We encourage parents to look into this option. It will allow you to have coverage if your student gets hurt at school and requires medical attention.

PERSONAL PROPERTY

In order to reduce the chances of your possessions being taken, we suggest the following guidelines:

- Label possessions with a permanent marker. This includes electronic devices.
- Do not leave personal possessions in classrooms or unattended.
- Do not bring valuable items to school.

LOST AND FOUND

Any personal or school items found should be taken directly to the main office. When an item has been lost, the student should check in the office. Parents are encouraged to call the school and/or check the lost and found when necessary. A day and time will be designated midway through each quarter for parents and students to retrieve personal items. Unclaimed personal property will be given to charity. Parents/students may also check the GTCC lost and found at the information desk.

TELEPHONE CALLS

Students will not be permitted to use the student's cell phone during instructional time unless given permission by a staff member for emergencies only.

If you have an emergency and need to get a message to your child, please call the front office at 336-819-4111. **PLEASE DO NOT CALL OR TEXT YOUR CHILD DURING THE SCHOOL DAY unless you are unable to reach someone in the front office and it is an emergency.** Calling or texting your student while they are in class interrupts their learning and can be a distraction for all students and teachers. Likewise, teachers will not be receiving calls during the instructional day; however, you are encouraged to send teachers an email anytime during the day. You should expect a response within 24-48 hours.

If a student is caught using their cell phone or any other unauthorized electronic device; even if it is with a parent, we reserve the right to confiscate the device until the end of the class period or school day if the student complies with the request immediately and, in a manner deemed to be respectful. If not, a parent/guardian may have to pick up the device. If it occurs a second time, the device will be taken and held until a parent picks it up; a third time and it will be held up to 5 days or the student will not be allowed to bring it on campus. In all cases of confiscation that last longer than the end of the school day, a parent/guardian must pick up the device.

TELEPHONE/ELECTRONIC DEVICES DURING CLASS-

EXPECTATIONS - Students may appropriately use their cell phones or other appropriate electronic devices during the following times: upon arrival before school officially starts, during lunch (Until 11:15) and during class transitions. (Please note that students can be directed by any staff member to put these devices away or confiscated during these times if it is determined that it is causing a distraction, disturbance or used

inappropriately.) At 11:15, cell phones and/or other electronic devices should be turned off and put away in an acceptable location determined by the teacher. Cell phones and other devices should not be used during instructional time unless directed to do so, by their teacher, for instructional purposes only. Teachers will let students know when they are allowed to use their cell phone or other electronic devices for instructional purposes. Otherwise, students should use the district laptops that have been provided for each student. Teachers will share more about their specific enforcement of these expectations in their class syllabus

CONSEQUENCES

1st Violation- Verbal warning or Confiscate until the end of class. (Teacher Discretion)

2nd Violation- Confiscate until the end of the class and parent contacted.

3rd Violation-Confiscated until the end of the day and parent contacted.

4th Violation-Confiscated and turned into the front office until it is picked up by a parent.

5th Violation -Administrative discretion -Can be held up to 10 days or banned from bringing it to school, etc

At the beginning of each class, students will adhere to the process outlined by their teacher in each class. This may include putting them in their assigned caddy, on the corner of their desk, in their bookbag, another designated location in the classroom, etc. If a student refuses to adhere to the expectations outlined by any of their teachers, it may be taken by administration and a parent will have to pick it up. For repeat offenders, the device can be held for 3-10 days before it will be released and/or students may not be allowed to bring the device back on campus for a period of time to be determined by administration. In all incidents administrative discretion may be used.

Parents may retrieve confiscated items from our front office. The MC at GTCC High Point nor GTCC is liable for any lost or stolen property confiscated due to a student not adhering to our rules and expectations.

Additionally, consequences will be given to students who are found responsible for posting videos and/or pictures on any social media network, i.e. You Tube, Instagram, Facebook, Twitter, etc that has a negative impact on the learning environment at the MC at GTCC High Point or puts the MC at GTCC High Point in a negative or unfavorable light.

Any item that is deemed by school personnel to be a distraction from the instructional program should be left at home or it will be confiscated. Any electronic device that is not approved for usage to enhance the understanding of instruction or assignments should not be brought to school.

If a student chooses to bring their personal laptop, iPad, tablet, or any other electronic device to school for instructional purposes, the MC at GTCC High Point or GTCC will not be responsible if it is lost, stolen, or damaged while at school. The MC at GTCC High Point also reserves the right to periodically make sure that the device is being used for instructional purposes versus non-instructional purposes. If it is suspected and proven after an investigation that the device is not being used for instructional or academic purposes, the student may not be allowed to use it during the school day and may receive consequences for not complying with our expectations. The student may not be allowed to bring it back to school.

SCHOOL COUNSELING SERVICES

Our school counselor, Mrs. Preston prestos@gcsnc.com is available to work with students and their families in several capacities; personal issues, academic concerns, schedules, college readiness and a variety of other areas including assistance with curriculum. We encourage students and parents to use our counseling services but please understand that we only have one counselor for the entire school. In addition to her responsibilities associated with assisting students and parents, she also has all of the administrative counseling duties of an entire high school. She will do her best to respond to your needs in a timely manner; usually within 48-72 hours. Your patience and understanding is greatly appreciated.

TECHNOLOGY SERVICES

Our Instructional Technology Specialist, Ms. Carter, is available to assist students and teachers with any of their technological needs, including assistance with STEM, projects and troubleshooting. She may be reached at carterm3@gcsnc.com. You may also get assistance from Mr. Khan – khan2@gcsnc.com

Students will be issued a school laptop and charger that must be returned at the end of the school year or upon leaving MCHP. Students are required to take the GCS acceptable use technology training. In some instances, there will be opportunities for students to check out a computer from Ms. Carter, after leaving something of value, to take home for use but must be returned the next school day. If students damage the computer, they are held responsible for any repairs or replacing it. Their diploma will be held until repairs or replacement have taken place.

Students should not use GCS or GTCC computers or any other technology to go to sites that would be deemed inappropriate by the faculty, staff, and administration at the MC at GTCC High Point, GCS and GTCC.

INTERIM REPORTS/REPORT CARDS

Students and parents will receive one interim per quarter. Interim progress reports and report cards will be sent home with the student. Report Cards will be distributed at the end of each nine weeks. Teachers will supplement interim reports and report cards by including such forms of communication as phone calls, notes, email and conferences. Parents should also keep up with

their child's progress by utilizing PowerSchools' Power-parent tool to look up your child's grades.

	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Interim Reports	Sept. 5	Nov. 13	Feb. 6	April 18
Grading Period Ends	Oct. 6	Dec. 19	March 7	May 21
Report Cards	Oct. 13	Jan. 11	March 15	Mailed June 1

GRADES AND RUBRICS

The achievement grade is to serve as a measure of the progress of the individual child in relation to his/her ability. Traditional grading symbols (A, B, C, D, F) and rubrics will be used to rate our students' academic performance.

High School Grading Scale

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

College Grading Scale

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

COLLABORATION

In preparation for the workforce, students will be required to work in collaborative groups throughout the school year. It is imperative that students learn the value of working with individuals outside their circle of friends and/or individuals that come from different backgrounds; every student has something valuable to bring to the table. These collaborative work experiences will be a part of the students' participation grade.

GRADUATION REQUIREMENTS

Students that entered middle colleges and academies must complete at least 22 units of study. Students on a traditional yearlong schedule must also complete at least 22 units of study while students with a traditional block schedule must complete 28 units.

Please be mindful that middle college students are expected to complete four full years of study and take full advantage of the middle college experience, which includes the opportunity to earn as many college credits as possible and/or take additional high-level high school classes to help further prepare them for college. They are expected to have a full schedule of at least three classes per semester, while enrolled at the MCHP.

HONOR ROLL

Honor roll at the MC at GTCC High Point means excellence in academics and character. To make Special Honor Roll, students must maintain an A and/or B in all subjects and have all S's in conduct. Students will be acknowledged in an awards ceremony each semester.

Students that maintain an A and/or B in all classes but do not maintain satisfactory conduct in all classes will be acknowledged in our awards ceremony for academic honor roll.

HOMEWORK

The staff supports the concept of homework as an extension of the student's classroom learning experience. Students can expect regular assignments in all classes. This does not always mean every night, but it does mean most nights. Homework assignments are considered a part of the grade a student earns. Teachers will provide students and parents with the weight of homework for determining students overall average.

To further assist our families, each teacher will provide a syllabus and have a Canvas page that provides course requirements, homework, assignments, etc. Parents and students will also be able to email any comments or questions to that teacher through their Canvas page or via their GCS email. Information about Canvas will also be included in each teacher's syllabus.

Also, please make sure that you keep up with your child's progress in all of his/her classes through PowerSchool where parents are able to check their child's grades.

If you need additional information, please contact our school counselor at prestos@gcsnc.com for high school related questions and college classes students are allowed to take. You may contact our college liaison, Mrs. McCandless, at llmccandless@gtcc.edu for questions related to performance in college classes.

HEALTH AND PHYSICAL EDUCATION

Physical education is a state requirement and an essential part of the school curriculum. Regular participation in P. E. class is required. Students who have frequent or chronic illnesses or have an illness that prevents the student from participating for more than three days must have a doctor's note.

It is important that students and parents are aware that GTCC personnel are teaching our health and P.E. classes. Students will receive college and high school credit for these two courses, which means those grades will go on their college transcript. Therefore, students are encouraged to take these and all classes very seriously.

STUDENT RECORDS

Student cumulative records are maintained in a secure office. These records are confidential and are protected by the "Privacy Act." A child's custodial parents may request to see these records and to have copies of them. A written request and 24-48 hours' notice are required to obtain a copy of the student's folder.

GTCC LIBRARY

Students will have access to the GTCC library. During school hours, students must have written permission to go to the library, from their assigned teacher or other GCS personnel.

If students check out books, electronic devices or any other materials from the library and do not return them on time, they will be billed by the university. The bill will continue to

accumulate until it is paid. If the bill is not paid, GTCC will not allow us to register those students for any college classes. Additionally, any unpaid bill will keep a student from receiving his/her diploma at graduation.

Policies and expectations for use of the GTCC library will be shared during seminar classes in Freshman Focus

BUS TRANSPORTATION

Students who come to school on a bus should return home on that bus unless they have a note from their parent or guardian. Riding the school bus is a privilege. Therefore, improper conduct on the bus can result in that privilege being denied and a student having to provide his/her own transportation to and from school.

Possible consequences for inappropriate behavior are outlined. Administrative discretion may be used at any time.

- Violation #1: Warning/Student conference held
- Violation #2: Parent Contact
- Violation #3: Suspension from the bus-(1-3 days) To be determined by administrator.
- Violation #4: Suspension from the bus. Parents will be Responsible for providing transportation for an Extended period of time.
- Violation #5 Parents will be responsible for providing transportation for the remainder of the quarter, semester or school year.

In the event a student commits a serious offense, which could cause danger to others or themselves, that student can be suspended from riding the bus immediately without following the above steps. Administration also reserves the right to have the student reassigned to their home school.

Students must be at the bus stop when the bus arrives and not walking towards it; causing the driver to wait. A delay in the bus schedule could result in loss of bus privileges.

ATHLETIC TEAMS / EXTRACURRICULAR ACTIVITIES

The MC at GTCC High Point does not have any athletic teams; however, our students may participate in any of their home school's extracurricular activities and sports. It is the student's responsibility to find out the details about tryouts, starting and ending times and the requirements. Also, parents are responsible for providing transportation for any MC at GTCC High Point student that decides to participate in any activities at their home school. *Students are discouraged from leaving early for participation in their home school activities; however, the compromise is that students will be allowed to leave at 4:45 twice a week to participate in practices. They may also leave at 4:45 on game days, when applicable. The student is responsible for getting the assignments ahead of time and having them completed upon their return the next day. If the students grade drops due to frequent absences in the missed class, they will not be permitted to leave early to participate in their homeschool activities.*

As with any GCS school, a physician's examination report and parent permission are required before a student can try out for

any team. Students are expected to maintain satisfactory academic grades and conduct. Appropriate conduct is expected both in school, as well as on the playing field. If a MC at GTCC High Point student displays inappropriate conduct, it may result in short term or permanent removal from the team at your home school. This includes any participant who chooses to display disrespectful or unsportsmanlike conduct. Student-athletes who are assigned to any type of detention for the first or second time during the season (including discipline from bus infractions) will automatically be ineligible to participate in practices and/or contests on days when they are so assigned. A third assignment during the same season could result in suspension for the rest of the season. Also, student athletes who are assigned OSS will automatically be ineligible to participate in practices and/or contests on days when they are so assigned and will be suspended from the first game following their return from the OSS assignment. A second OSS assignment during the same season will result in removal from the team. Administrative discretion can be used at any time.

ASSEMBLIES AND OTHER EVENTS

Remember that you are on a college campus. Your conduct will show the pride you have in yourself, your school and your family. Yelling, whistling, and general inappropriate behavior show a lack of respect for the speaker or performer, yourself, the MC at GTCC High Point, GCS and GTCC. Students displaying inappropriate behavior may be dismissed from the assembly immediately. Additional consequences at the discretion of school personnel may follow.

DRESS STANDARDS

In an effort to create an atmosphere focused on academic success and professionalism, the following dress standards will be required for all students at the Middle College at GTCC High Point. Please be advised that in addition to the MC at GTCC High Point standards, the standards for dress outlined in the Guilford County Schools' Student Code of Conduct will be enforced as well. Before students arrive on campus each day, they must already meet these guidelines.

Students are required to adhere to the following standards: Students are required to dress appropriately for school and school-related activities. Dress should be comfortable and appropriate for the situation, rather than a distraction or a disruption to the learning process. Students will also be required to adhere to the dress code adopted by GTCC for its students.

Appropriate dress sets the stage for a productive learning environment. Creativity and individuality of dress can be achieved while maintaining decency. Clothing that is distracting, suggestive or disruptive to the educational process is considered inappropriate for high school and for college. Clothing, jewelry or headgear which is marked or imprinted with political, obscene, vulgar, violent, profane or sexually suggestive messages; is demeaning to race, gender, nationality or heritage; or which promotes the use of alcoholic beverages or illegal substances is not appropriate dress for school. Additionally, do-rags, bonnets,

bandanas, wrap caps and other inappropriate headgear should not be worn at school.

Clothing must cover the body and undergarments. Therefore, tube tops, mesh tops, bare midriff tops, sheer or see-through tops, pants worn below the hips, short shorts and mini-skirts and short dresses are not appropriate. Skirts, dresses and shorts should be long enough to reach the tips of the longest finger with hands completely stretched downward by the side. Students who come to school inappropriately dressed will be asked to alter their appearance by changing the clothing in question. Students that do not alter their appearance are considered noncompliant with school policy and will be subject to disciplinary action. Parent/guardian will be contacted to bring appropriate clothing. Administrative discretion will be used at any time deemed appropriate.

Consequences for dress standards violations

Please be advised that these dress standards are a guideline to student expectations for appropriate dress and may be amended at the discretion of the school's officials. If there is any confusion regarding these standards, school official will make the final determination of compliance.

****Every Friday will be spirit day at MC at GTCC High Point. MC at GTCC High Point students are encouraged to show their school spirit by wearing BLACK and GOLD.**

SCHEDULES - DAILY and DELAYS

Daily Schedule

- 10:35 – 11:00 Student Arrival, Eat breakfast, Homeroom
- 11:00 – 12:45 Block 1
- 12:45 – 1: 05 Lunch
- 1:10 – 2:40 Block 2
- 2:45 – 4:15 Block 3
- 4:20 – 5:15 Block 4 (Advisory)

1-Hour Delay Schedule

- 11:35 Students start arriving
- 12:00 – 12:20 Lunch/Block 1 (1st Half)
- 12:25 -1:40 Block 2
- 1:45 - 3:05 Block 3
- 3:10 -4:25 Block 4
- 4:30- 5:15 Block 1 (2nd Half -Advisory)

2-Hours Delay Schedule

- 12:35 Students start arriving
- 1:00 – 1:20 Lunch/Block 1 (1st Half)
- 1:25 - 2:25 Block 2
- 2:30 -3:30 Block 3
- 3:35 -4:35 Block 4
- 4:40- 5:15 Block 1 (2nd half)

Colleges I am interested in and/or would like to visit:

- 1) _____
- 2) _____
- 3) _____
- 4) _____
- 5) _____

1 ST Semester Schedule		
Period	Subject/Teacher	Building/Room #
1 st		
2 nd		
AA		
Lunch		
3 rd		
4 th		

2 nd Semester Schedule		
Period	Subject/Teacher	Building/Room #
1 st		
2 nd		
AA		
Lunch		
3 rd		
4 th		

Welcome back to the 2023-2024 school year!

Believe in yourself and strive to be better than you were the day before! You Got This!!!

Ms. Polk-Jones