

**ALCOVY HIGH SCHOOL
Student Handbook
2009-2010**

Principal

Dave Easterday

Assistant Principals

Troy Davis
Chris Haymore
Veronica Lawrence
Debbie Stephens

ALCOVY HIGH SCHOOL

Principal's Message

Welcome to Alcovy High School. In the fall of 2006 we had the rare opportunity to open a new high school, start new traditions, and develop an outstanding learning environment for our students.

During this school year, the number one priority of Alcovy High School is to create the best educational experience possible for our students. This includes meeting their emotional, physical and cognitive needs. Our staff is committed to exhausting all means necessary to ensure their success.

We encourage and expect our students to become responsible, accountable, and productive citizens. Our diverse curriculum provides each student the opportunity to achieve at his/her highest potential. We promote collaboration among faculty, parents, students, and the community to enhance the educational goals of each student.

As we begin and move through the school year I encourage all of us (staff, parents, students, community, etc.) to get involved, not only in the academics, but in other school activities. Join us at the quarterly school council meetings, our various choral and band concerts, and our drama productions. Become an avid spectator at our athletic events and become a member of our booster club. With your involvement we can make great things happen.

In closing, I would like to thank everyone for supporting our students and Alcovy High School.

Sincerely,

David Easterday
Principal

ALCOVY SCHOOL BELL SCHEDULE

Warning Bell.....	8:22 am
1 st Block.....	8:30 am-10:00 am
2 nd Block.....	10:07am-11:37 am
3 rd Block.....	11:44 am-1:52 pm
	1 st lunch 11:44 am-12:10 pm
	2 nd lunch 12:14 pm-12:44 pm
	3 rd lunch 12:48 pm-1:18 pm
	4 th lunch 1:22 pm-1:52 pm
4 th Block.....	1:59 pm-3:30 pm

3:45 - with the exception of students under the direct supervision of a faculty member, all students must clear the building.

ACADEMIC HONESTY POLICY

The Alcovy High School tradition of excellence requires an academic environment that is free from all forms of academic dishonesty. Students must meet challenges with honesty and individual effort. Students earn respect for themselves and their academic work through academic integrity and ethical conduct. In all work submitted for academic credit, students are expected to represent themselves honestly. No form of student work is exempt from this policy. **Cheating** (getting or giving unauthorized help on an assignment, quiz, or test) and **plagiarism** (submitting work as your own that is someone else's) are forms of academic misconduct that will result in the following consequences:

- Student will receive a zero for the assignment with no opportunity to recover the grade*
- Parents will be notified in all cases of academic dishonesty

**The only exception occurs when a student is guilty of academic dishonesty on a benchmark test. Because these tests are used to determine the student's satisfactory academic progress, students will be required to retake the benchmark test on his or her own time. The make-up test will be scored to determine student progress; however, the student may only receive 70% credit of the scored test.*

In addition to the consequences listed above, students may lose privileges, positions, or opportunities requiring trustworthiness and responsibility.

All forms of academic dishonesty place the value of grades over learning and are in direct contrast to the mission of Alcovy High School.

CHAIN OF COMMAND

Constructive criticism of the schools is welcomed by the Board of Education whenever it is motivated by a sincere desire to improve the quality of the educational program or to equip the schools to complete their tasks more effectively.

Members of the Newton County Board of Education have confidence in the professional staff and desire to support their actions in order that they are free from unnecessary, spiteful, or negative criticism and complaint. These statements do not supersede any employee's or citizen's rights to contact Board members directly. However, whenever a complaint is made directly to the Board as a whole or to a Board member as an individual, it will be referred to the administration for study and possible resolution.

The Board advises the public that the proper channeling of and most effective way to resolve complaints involving instruction, discipline, curriculum/instruction, or transportation is to contact the individual at your student's school who is designated by position in the chart below to deal with such concerns. Any issue outside of this chart's listing should be addressed to the principal. The Board will consider hearing complaints when they cannot be resolved through the use of the channels below:

Discipline	Curriculum	Transportation
Teacher	Teacher	Appropriate Assistant Principal
Appropriate Assistant Principal	Appropriate Assistant Principal	Principal
Principal	Principal	Transportation Director
Appropriate Director	Appropriate Director	Associate Superintendent
Associate Superintendent	Associate Superintendent	Superintendent
Superintendent	Superintendent	School Board Member
School Board Member	School Board Member	State Dept. of Education
State Dept. of Education	State Dept. of Education	

ATHLETIC TEAMS

**SOFTBALL
FOOTBALL
SOCCER
BASEBALL**

**CROSS COUNTRY
WRESTLING
VOLLEYBALL**

**TRACK
CHEERLEADING
BASKETBALL**

CAFETERIA SERVICES

Application for reduced price and free lunches may be made through the Cafeteria Manager. Students may not use another student's ID account to purchase a meal. Students may bring their lunches from home, but all consumption must occur in the cafeteria. Breakfast will be served between 7:45 AM and 8:15 AM. All students on free and reduced lunch and prepaid accounts must present their student ID or pay cash.

CLINIC

Alcovy High School will provide clinic services for students according to the policy approved by the Newton County Board of Education. Each student is requested to complete a medical reference card, which will be placed on file in the school clinic.

No internal medicines will be given to students without parental permission. All prescription drugs must be properly labeled with instructions for use and contained in the original container. Students who must take medication during school hours are encouraged to do so during class change at the clinic. When this is not possible, the student must obtain a medical pass from the clinic nurse.

CLUBS AND ORGANIZATIONS

AHS has clubs (excluding clubs involved in competitive interscholastic activities) under the direction and control of the school which are organized and meet based on common goals, objectives and activities. The school sponsored clubs that are or have been in operation at our school are listed below and provide you with pertinent club information. State law mandates that the parent/guardian has the right to withhold permission for their student to join or participate in any school sponsored club or organization with which they object.

If a new club is added to this list in the future, information will be sent to you on the new club and you will be required to complete a form giving permission for your student's participation in the new club.

Clubs meet before school or after school. At the beginning of the school year on designated days, clubs set up tables with information and students may sign up for clubs.

Anchor Club: Sponsor: Mrs. Willard- Anchor Club allows young people to make a dynamic difference in their world through volunteer service and to have FUN while helping others. Anchor is the youth organization of Pilot International.

Broadcasting: Sponsor: Ms. Newhouse- The Broadcast team consists of both on-air anchors and a backstage technical crew. The members produce the telecast announcements every morning. Open to 10-12 grades.

Colorguard: Colorguard is the visual ensemble that enhances the performances and presence of The Alcovy High Marching Band. Try-outs are held in the winter. There are other opportunities to get involved throughout the year.

Debate Team: Sponsor: Dockery- This club is designed to provide students with the opportunity to debate and discuss issues on a local, state, national and global scale.

FBLA: Sponsor: Mrs. Jordan- Future Business Leaders of America is a non-profit, educational association of students preparing for careers in business and business-related fields. Members are encouraged to participate in regional, state, and national award programs.

FCA: Sponsor: Mr. Mobley- Future Christian Athletes

FCCLA: Sponsor: Chef Surrey-Thomas- The Family, Career, and Community Leaders of America explore various topics and participate in various community projects. Members must be previously or presently enrolled in FCC courses.

FFA: Sponsor: Mr. Walker- The Future Farmers of America participates in numerous activities including fishing tournaments, bonfire socials, Sunbelt Expos, and State and National Conventions. Even for non-farmers, the FFA builds self-esteem and provides opportunities for leadership enthusiasts in all career interests.

Future Teacher's Club: Sponsor: Mrs. Camba and Mrs. Harrison- The future teacher's club is for those students who have an interest in becoming a teacher.

Health Occupations Students of America: Sponsor: Mrs. Dieringer- HOSA promotes career opportunities in the health care industry and enhances the delivery of quality health care to all people.

Interact Club: Interact is a Rotary- sponsored service club that gives young people an opportunity to participate in fun, meaningful service projects while developing leadership skills. This club is open to students in grades 10-12.

Junior Classical League: Sponsor: Mr. Gammel- The National Junior Classical League is a student organization founded for the preservation of the Classics by introducing students to aspects of Greco-Roman life beyond the normal scope of the classroom. Activities include primarily weekend museum visits and archaeological lectures, with bimonthly meetings for organization.

Key Club: Sponsor: Mrs. Xiong- A service leadership organization sponsored by the Kiwanis Club and encourages the development of initiative, leadership, and good citizenship practices.

Marching Band: Sponsor: Mr. Hallman- The Alcovy Marching Band is the most visible facet of Alcovy's music programs.

The marching band is a key vehicle for promoting school spirit. The band is open to band members. Sign-ups begin in April.

National Honors: Sponsor: Ms. Martin- Members need a GPA of 90 or better. This club encourages academic achievement and community service.

Naturalist Club: Sponsors Mrs. Booth and Mrs. Stokes- The Naturalist club is a club for those interested in exploring the natural world beyond the classroom and textbook. Members of the Alcovy Naturalist club will not only gain an appreciation for the unique environmental sights our state has to offer, but the club also strives to return and maintain the natural beauty of the Alcovy campus.

Paw Print: Sponsor: Mrs. Heard- This organization produces the school newspaper and requires an application and approval from the sponsor. Students involved in this organization take journalism as a course. Students write articles, take photographs, learn layout and design, create advertisements and determine ways to finance publication.

SkillsUSA: Sponsors: Mr. Smith & Ms. Newhouse- SkillsUSA is a national nonprofit organization serving teachers and high school and college students who are preparing for careers in trade, technical and skilled service occupations, including health occupations. It was formerly known as VICA (Vocational Industrial Clubs of America).

Student Council: Sponsor: Ms. Floyd- Students are elected by the student body. Activities such as Homecoming, Spirit Week, Powder Puff, and many others are planned and organized through this club.

TSA – Manufacturing: Sponsor: Dr. Blackwell- The Technology Student Association fosters personal growth, leadership, and opportunities in technology, innovation, design, and engineering. Members apply and integrate science, technology, engineering and mathematics concepts through co-curricular activities, competitive events and related programs.

Over Dramatics: Sponsors: Mrs. Skaggs & Ms. Uryga- Alcovy Theatre produces several productions throughout the year including a full length musical. We also participate in one-act competition, literary meet, International Thespian Society, and the Georgia Theatre Conference. The members receive a positive outlet for their abundant creative talents and energy.

Yearbook: Sponsor: Ms. Dumdie- This organization produces the school yearbook and requires an application and approval from the sponsor. Students involved in this organization take yearbook as a course. Students are responsible for planning and organizing the production, design and copywriting, researching, funding, and advertising and distribution. Students have the opportunity to learn to develop leadership skills.

COURSE SYLLABI

At the start of each semester, teachers will distribute a course syllabus to their students. Students are asked to take the syllabus home and review it with their parents. Since the syllabus will include an outline of the course content, grading procedure, tardy policy, expectations for behavior, and other pertinent information, it is important that students and parents carefully read all syllabi.

CREDIT

Procedures for Awarding Units of Credit

The Newton County Board of Education shall award Units of Credit based on the QCC and GPS and a minimum of 150 clock hours of instruction or 135 hours of instruction in an approved block schedule. A total of 120 clock hours of instruction are required for summer school.

1. Either elective credit or no credit shall be awarded for courses (REMEDIAL) in which instruction is based on the QCC for grades K – 8.
2. Core area courses successfully completed may not be repeated.
3. Each school with semester programs shall offer a minimum of 75 clock hours of instruction for ½ unit of credit.
4. A course shall count only once for satisfying any unit requirement for graduation. The same course cannot be used to satisfy a unit requirement in more than one core area of study.
5. The Newton County Schools shall accept the course credit and grades earned by any student from an accredited school. These schools shall have been accredited at the time credit was earned. Accredited school is defined as:
 - a. Schools accredited by or holding provisional status from the Georgia Accrediting Commission, and/or one of the accrediting agencies that is a member of the Georgia Private School Accreditation Council, and/or one of the following regional accrediting agencies: Middle States Association of Colleges and Schools, New England Association of Schools and Colleges, North Central Association of Colleges and Schools, Northwest Association of Schools and Colleges, Southern Association of Colleges and Schools, or Western Association of Schools and Colleges.
 - b. A standard Georgia public school as defined in Rule 160-3-2-.01 (Comprehensive Evaluation System).
 - c. A school from another state accredited by that state's accrediting agency.
 - d. Schools accredited by the accrediting Commission for Independent Study, Inc.
 - e. Other schools and home-study programs will be considered non-accredited for these purposes.
6. The Newton County School System shall verify grade placement and validate credits of any student who transfers into the district from a non-accredited school or from a home-study program. Curriculum guides or other pertinent information regarding a course may be obtained to determine whether transfer courses meet required minimum core curriculum. Placement of first time 9th graders entering from non-accredited schools will be determined by performance on the 9th Grade Placement Test to determine readiness for the ninth grade. If the student fails the 9th Grade Placement Test and is under the age of 16, the student will be assigned to 8th Grade.

Students entering school from home study programs shall provide the school with a copy of the student's birth certificate; an up-to-date immunization record; the results of any standardized tests administered while the student was in a home study program; and the annual program assessment reports in each subject area as specified by the laws establishing the home study program. All other entrance requirements apply.

Grades for courses applied to high school graduation which are awarded by a home study program or by a non-accredited school shall be recorded as Pass/Fail.

NOTE: Parents or guardians shall sign an agreement indicating their understanding of these policies.

Students who desire transfer credits for courses taken at a non-accredited school or from a home-study program will be placed at the appropriate level as indicated by the transcript of the sending school. However, credit will not be granted for transfer courses until requirements for granting credit have been met as follows:

- a. **Requirements for Granting Credit of Non-Prerequisite Courses.** To receive transfer credit for non-prerequisite course(s) taken at a non-accredited school or home-study program, the student must take and earn a passing score of 70 or above on the final exam of the course for which course transfer credit is being sought. The final exam for eight state designated courses shall be the End of Course Test (EOCT). If the student fails an EOCT, he/she must retake the course to earn credit. Credit will not be awarded for courses not offered in the Newton County School District. An exception may be made for a course found on the list of state funded courses which the Newton County High Schools do not offer. Upon determination that such transfer course meets QCC and GPS requirements, the administrator may grant credit.
- b. **Requirements for Granting Credit of Prerequisite Courses.** Credit may be granted retroactively on prerequisite courses based on acceptable student performance in the next level of a prerequisite course. Acceptable student performance is defined as meeting attendance requirements and obtaining a passing score of 70 or higher. Schools offering year-long, traditional schedules would use ONLY the end-of-the-year average (full course) as the determiner. An exception to this regulation is for a course requiring an EOCT. In such cases the EOCT shall be given for the prerequisite and a passing score of 70 or higher must be earned for granting the prerequisite credit. Placement may be changed before the end of the semester when a student is not meeting acceptable performance standards. The decision to change placement before the end of the semester must include input from the teacher, guidance counselor, and principal.
- c. **Requirements for Granting Credit for Students from Foreign Countries.** Transcripts may be translated to English by contacting the International Newcomers Center at 770-985-5200. Comparable courses will be awarded credit as described in item (a) above: To receive transfer credit for non-prerequisite course(s) taken at a non-accredited school or home-study program, the student must take and earn a passing score of 70 or above on the final exam of the course for which course transfer credit is being sought. The final exam for eight state designated courses (Algebra I, Geometry, Physical Science, Biology, 9th Lit/Comp., American Literature, Economics and United States History) shall be the End of Course Test (EOCT). If the student fails an EOCT, he/she must retake the course to earn credit. Credit will not be awarded for courses not offered in the Newton County School District. An exception may be made for a course found on the list of state funded courses which the Newton County High Schools do not offer. Upon determination that such transfer course meets QCC/GPS requirements, the administrator may grant credit. Students transferring from a foreign country will be required to take and pass all five Georgia High School Graduation Tests (GHSGT).
- d. **Requirements for Granting Credit through Credit Recovery Programs.** Students who have failed a course and complete requirements of the NovaNet curriculum for a comparable course will be awarded credit.

A maximum of seven Carnegie credits may be transferred from a non-accredited school or eight from an accredited school as defined in 7 above for each school year completed, excluding summer school credits. A maximum of two units may be transferred for summer school credit.

7. Courses may not be audited at the high schools in Newton County.
8. Schools shall not substitute courses and exempt students from the required secondary minimum core curriculum unless the student transferred from an accredited secondary school or the courses presented for credit meet criteria identified in these above outlined procedures.
9. Should the Newton County Board of Education choose to grant unit credit for learning that has occurred outside the 9 – 12 classroom, it shall use the following assessment procedures to award or exempt Carnegie unit credit in lieu of class enrollment: evaluation of the student’s transcript for course equivalency and/or a proficiency test and/or actual classroom performance to determine mastered prerequisite skills. Equivalency credit shall be shown on the transcript. For example,

a student whose native language is not English could be awarded one or two units of credit for the foreign language of their native tongue if he/she can demonstrate competency in that language.

10. Remedial courses count as elective credit only.
11. HOPE Requirements: Beginning with the class of 2007, grades from ALL coursework in academic core attempted in high school will be calculated in the GPA. Final GPA will be calculated by the Georgia Finance Commission using a 4.0 scale. Any grade earned in high school courses taken in middle school will not be included in the HOPE calculation (i.e., Alg. I).
12. Secondary School Reports, recommendations, and information including student's rank completed by teachers, counselors, or other staff members are not released to students, but sent directly to the college or organization. Copies are not provided to the student, parent, or guardian.

EXTRA-CURRICULAR CONTESTS - PARTICIPATION REQUIREMENTS

Students must be present for one-half of the school day in order to participate in any extra-curricular activities that day. Students suspended from school will not participate in any school-sponsored activity during the suspension.

Beginning one week prior to the first contest or event scheduled for any designated sport or extra curricular activity, students suspended out-of-school will be suspended from all activities (practices, playing, dressing, out, sitting with team, etc.) during each full day of suspension. In the event that no designated game or activity takes place during the period of suspension, students will miss the next game or activity scheduled during the season for that sport or activity. Suspension ends when the student is physically readmitted to the classroom.

Students assigned to In-School Suspension or Project Decision will be suspended from the next appropriate game or event scheduled from the date they are assigned to (begin) ISS or Project Decision. Students may practice with their team or organization when assigned to ISS or Project Decision.

In addition, students must pass at least three out of four classes each semester and be on track to graduate by having earned the following numbers of units:

- 4 by the end of freshman year
- 10 by the end of sophomore
- 16 by the end of junior year

In grades nine through 12, summer school grades are allowed in determining eligibility for competitive interscholastic participation if the following criteria are met.

1. No more than two units are counted.
2. Schools are accredited by the Georgia Accrediting Commission (GAC) or a regional accreditation agency.
3. Grades are not based on independent study courses.

Also see Newton County Policy JBCCB.

A student must finish the season and be in good standing on the team to receive a letter. At the discretion of the school administration, a student's eligibility to participate in extra-curricular activities may be suspended or revoked.

FALSIFYING REPORTS

Falsifying reports regarding instances of alleged inappropriate behavior by a teacher or other school personnel is prohibited (08 House Bill 1321). An investigation will be held with the penalty at the discretion of the administrator which may include ISS, suspension or suspension to a formal hearing.

GRADES

Students and parents/guardians are advised to seek assistance from teachers and/or counselors early in the semester if grades are below passing. Grades are based on class participation, class work, homework, examinations, and any special project that the classroom teacher may assign. When work is missed because of absences, it is the student's responsibility to make it up according to the guidelines established in the course syllabus. Teachers are urged to notify parents in the event a student is in danger of not passing a course. The grading scale for the Newton County School System is as follows:

90 – 100	A
80 – 89	B
70 – 79	C
Below 70	F
No Credit	NC
Incomplete	I

End of Course Tests (EOCT) shall be used as the final exam in courses assessed by an EOCT and shall count 15% of the final numeric grade as prescribed by State Board Policy IHA.

PASS (P) – Passing grades for students transferring from schools noted in Board Policy JBCCB will be designated “P.” No numerical grades will be given in these cases.

FAIL (F) – Failing grades for students transferring from schools noted in Board Policy JBCCB will be designated “F.”

NO CREDIT – Grade designation for withholding unit credit.

An Incomplete (I) may be given to a student at the end of the semester only upon approval of the Principal or his/her designee. Students will have up to 14 calendar days after the end of the semester to make up incomplete work. The principal reserves the right to determine the number of days given a student to make up work within the 14-day period.

Exception: Students not taking an End of Course Test during the regularly scheduled administration for that test will receive an Incomplete in the corresponding course until that test is taken. If a student receives an Incomplete due to failure to take the EOCT, the student must take the test within the first on-line make-up session following the main administration. If the student refuses, he/she will receive no credit for the course.

GRADE PROMOTION

Beginning with the 2009-10 school year, Alcovy High School and Newton High School are transitioning to the 4 X 4 block schedule from the traditional six-period per day schedule. Based on this move, NCSS will phase in an increase in the number of units required by AHS/NHS students for grade placement and graduation. The following number of units is required for grade placement. Exceptions must be approved by the principal or his/her designee:

AHS/NHS
(Students entering ninth grade in 2006-07)
 0 – 4 Carnegie Units – 9th grade
 5 Carnegie Units – 10th grade
 11 Carnegie Units – 11th grade
 16 Carnegie Units – 12th grade
 23/25 Carnegie Units to graduate*

AHS/NHS
(Students entering ninth grade in 2007-08)
 0 – 4 Carnegie Units – 9th grade
 5 Carnegie Units – 10th grade
 11 Carnegie Units – 11th grade
 18 Carnegie Units – 12th grade
 25/27 Carnegie Units to graduate*

* The number of units required for graduation varies according to the program of study.

AHS/NHS
(Students entering ninth grade in 2008-09)
 0 – 4 Units – 9th grade
 5 Units – 10th grade
 13 Units – 11th grade
 20 Units – 12th grade
 27/29 Units to graduate**

AHS/NHS
(Students entering ninth grade 2009-10 and thereafter)
 0 – 6 Units – 9th grade
 7 Units – 10th grade
 14 Units – 11th grade
 20 Units – 12th grade
 28/30 Units to graduate**

** Tiered diploma options are no longer included in the graduation requirements for students entering ninth grade in 2008-2009. All students are expected to complete a common set of requirements to earn a regular diploma.

Class	Credits Required to Graduate	Credits Required to Graduate with Distinction	Possible Credit Accumulation on Block
Senior 2009-10 (Junior 08-09)	23	25	26
Senior 2010-11 (Soph. 08-09)	25	27	28
Senior 2011-12 (Fresh. 08-09)	27	29	30
Senior 2012-13 (Fresh. 09-10)	28	30	32

GRADUATION CEREMONY

Graduation exercises will be held the day after the last day of second semester. Practice will be held on the day before graduation. Students must practice to be eligible to participate in the graduation exercises. The Principal must approve exceptions to this procedure.

Participation in graduation exercises is a privilege that may be revoked due to behavioral/academic issues at the discretion of the principal.

*Newton County Board Policy IHF, states that **only Seniors who have passed all portions of the Georgia High School Graduation Test (English/Language Arts, Mathematics, Science, Social Studies, and Writing) or have a waiver/variance approved by the State Board of Education and are within one credit of graduating will be allowed to participate in the Graduation Ceremony.** Students will not receive a diploma until all requirements are met as established by the Newton County School System and the Georgia Department of Education. **In summary, all Georgia High School Graduation Tests (GHS GT) must be passed or a waiver/variance approved in order for students to participate in graduation exercises.**

Beginning with the graduating class of 2012 (entering ninth grade as a freshman in 2008-2009), to participate in commencement exercises a student must have earned ALL UNITS required for graduation AND have passed ALL SECTIONS of the Georgia High School Graduation Test or have a waiver/variance approved by the State Board of Education. A student not completing the requirements with their graduating class who completes the requirements in the summer or during the next school year may participate in the upcoming graduation exercises, if so desired.

Students may not return to high school after receiving a GED or diploma from another school.

GRADUATION REQUIREMENTS

The Newton County Board of Education requires that all students must meet attendance requirements, perform with a passing score on the state graduation assessments, pass a minimum number of units in an approved program of study as requirements for graduating from high school.

Students who enroll from another state must meet the graduation requirements for the graduating class they enter and the state assessment requirements as determined in Georgia Board of Education rules.

Students entering grade nine for the first time in the 2002 - 03 school year and subsequent years must meet the graduation requirements established by Rule 160-4-2-.47 and the assessment requirements established in Rule 160-3-1-.07, and in local policy IHF. Students entering grade nine for the first time in the 2008-09 school year and subsequent years must meet the graduation requirements established by Rule 160-4-2-.48 and the assessment requirements established in Rule 160-3-1-.07, and in local policy IHF.

*The HIGH SCHOOL PERFORMANCE CERTIFICATE shall be awarded to students who are within one unit of graduating, and who have passed all sections of the Georgia High School Graduation Test and who have met all requirements for attendance. The EMPLOYMENT FOUNDATIONS DIPLOMA or LIFE SKILLS DIPLOMA will be awarded to special education students

entering grade nine for the first time in the 2002 - 03 school year through 2007-08 who earn the required number of units and meet all of the criteria of their IEP. The EMPLOYMENT FOUNDATIONS DIPLOMA will no longer be an option for students entering grade nine for the first time in the 2008-09 school year and subsequent years as established by Rule 160-4-2-.48 and the assessment requirements established in Rule 160-3-1-.07, and in local policy IHF. Students with significant cognitive disabilities who enter ninth grade in 2008-09 may graduate and receive a **REGULAR HIGH SCHOOL DIPLOMA** when the student's IEP team determines that the student has completed an integrated curriculum (ACCESS) based on the Georgia Performance Standards that includes instruction in mathematics, English/language arts, science and social studies as well as career preparation, self-determination, independent living and personal care. Students receiving this diploma must have participated in the Georgia Alternate Assessment (GAA) in middle school and high school and earned a proficient score on the high school GAA, and reached their 22nd birthday or transitioned to employment/training in which the supports needed are provided by an entity other than the local school system.

*Students who are awarded a diploma or the Certificate of Performance will be eligible to participate in commencement exercises. Students who are within one (1) unit of graduation and who have passed all sections of the Georgia High School Graduation Test or have a waiver/variance approved by the State Board of Education will be allowed to participate in graduation exercises if they desire, with the complete understanding that they will not receive a diploma until the graduation units required by the state and Newton County Board of Education have been met.

*Newton County Board Policy IHF, states that **only Seniors who have passed all portions of the Georgia High School Graduation Test (English/Language Arts, Mathematics, Science, Social Studies, and Writing) or have a waiver/variance approved by the State Board of Education and are within one credit of graduating will be allowed to participate in the Graduation Ceremony.** Students will not receive a diploma until all requirements are met as established by the Newton County School System and the Georgia Department of Education. **In summary, all Georgia High School Graduation Tests (GHS GT) must be passed in order for students to participate in graduation exercises.**

Beginning with the graduating class of 2012 (entering ninth grade as a freshman in 2008-2009), to participate in commencement exercises a student must have earned ALL UNITS required for graduation AND have passed ALL SECTIONS of the Georgia High School Graduation Test or have a waiver/variance approved by the State Board of Education. A student not completing the requirements with their graduating class who completes the requirements in the summer or during the next school year may participate in the upcoming graduation exercises, if so desired.

It is the responsibility of the student, with assistance from teachers and counselors, to ensure that courses selected are adequate for graduation requirements.

HONOR GRADUATES

In order to be an Honor Graduate, a student must meet the following requirements:

- For students entering 9th grade for the first time in 2003/04, the student must complete either the College Preparatory Program of Study, the College Preparatory Program of Study with Distinction, the Technical/Career Program of Study, or the Technical/Career with Distinction Program of Study. Tiered diploma options are no longer included in the graduation requirements for students entering ninth grade in 2008-2009.
- Earned an overall high school grade point average of 90 or above for the first seven consecutive semesters. This average presently includes an additional 5% multiplier for all Advanced Placement, Joint Enrollment, and Dual Enrollment Courses. Grades earned in an accredited middle school for which unit credit has been awarded shall not be included in the computation of the grade point average. Beginning with the graduating class of 2012 (entering ninth grade as a freshman in 2008-2009) 10 points will be added to the student's final class average for all Advanced Placement courses and Joint Enrollment or Dual Enrollment courses in English/Language Arts, Mathematics, Science, Social Studies or Foreign Language.
- Has not received an NC (No Credit) due to absences.
- Has not been suspended for a formal hearing on more than one occasion.
- Has passed all sections of the Georgia High School Graduation Test.
- Has completed seven consecutive semesters from one or more of the following categories of schools beginning with the first semester of their freshman year:
 1. A standard Georgia public school as defined in State Board Rule 160-3-2-01.
 2. A secondary school holding accreditation or provisional status from the Georgia Accrediting Commission, and/or one of the accrediting agencies that is a member of the Georgia Private School Accreditation Council, or any other public school accredited by a state agency recognized by that state's Department of Education.

3. A secondary school accredited by one of the following regional accrediting agencies: Middle States Association of Colleges and Schools, New England Association of Schools and Colleges, North Central Association of Colleges and Schools, Northwest Association of Schools and Colleges, Southern Association of Colleges and Schools, Western Association of Schools and Colleges.
4. A school from another state accredited by that state's accrediting agency; or
5. Schools accredited by the accrediting Commission for Independent Study, Inc.

For the graduating classes of 2009-2011, the first honor graduate will be the student who has the highest numerical average earned for the first seven consecutive semesters during the student's high school career with the final four of the seven semesters having been completed at the school from which he/she is graduating. Middle school grades issued for unit credit will not be used to determine positions (rankings). For students entering 9th grade for the first time in 2003/2004, the first and second honor graduates must graduate with the College Preparatory or College Preparatory with Distinction Program of Study. Tiered diploma options are no longer included in the graduation requirements for students entering ninth grade in 2008-2009.

The "Top Ten" students shall be the top ten honor graduates from the College Preparatory Program of Study.

Beginning with the graduating class of 2012 (entering ninth grade as a freshman in 2008-2009) honor graduates taking a minimum of two Advanced Placement courses shall be designated as Honor Graduates with Distinction. Rank is based on the first seven consecutive semesters during the student's high school career with the final four of the seven semesters having been completed at the school from which he/she is graduating. Middle school grades issued for unit credit will not be used to determine positions (rankings). The students designated as the first and second honor graduates shall be named from the Honor Graduates with Distinction based on the highest and second highest numerical average earned. The next eight positions in rank of the Honor Graduate with Distinction shall comprise the "Top Ten" students.

HEALTH RECORDS

Georgia law requires that every student enrolled in a Georgia public school have a Certificate of Immunization on file. Students who do not provide the school with an approved certificate will not be allowed to remain in school.

Transfer students have 30 days to furnish the school with the appropriate Certificate of Immunization. Vaccinations and vaccination records may be obtained from the Newton County Health Department or from a private physician. Please note that the vaccination record must be on an official form provided by the Georgia Department of Human Resources.

A waiver may be granted by the responsible official of the school or facility for up to 90 calendar days if the student is a transfer student who moves from an out-of-state school system to a Georgia school system or is a student entering kindergarten or first grade from out-of-state. However, documentation must be on file from the health department or a physician stating that an immunization sequence has been started and can be completed within the 90-day waiver period. The waiver may not be extended, and the child shall not be permitted to attend any school or facility unless the child submits a completed Certificate of Immunization. In addition, those students entering Georgia public schools for the first time must provide an eye, ear, and dental certificate.

HONOR ROLLS

The high schools encourage students to strive for academic excellence. In order to recognize students who excel, the following honor rolls are submitted to the press at the end of each semester :

Principal's Honor Roll : An A for each course taken (90 or above for each course).

Merit Honor Roll : A semester average of 85 or above with no NC's.

INSURANCE

Accident insurance may be obtained on an optional basis. Insurance is mandatory for each student participating in athletics and recommended for certain trade and industry courses and work-study courses. The homeroom teacher will provide information about insurance.

NEW RESIDENT STUDENT REQUIREMENTS/ASSIGNMENT

It shall be the policy of the Newton County Board of Education to admit students for enrollment in the Newton County Schools if they reside in Newton County or if they are the child of an employee as described in policy JBCC, unless the student has attained the age of twenty (20) on or before September 1 or has received a high school diploma or the equivalent.

Students residing in Newton County, but who failed to enroll during the first ten days will not be admitted until the next semester begins if they are sixteen years of age or older. Students 15 years of age or younger must make up work missed during the first ten days. If work is not made up, the student will receive N/C for credit.

Students enrolling at the beginning of the school year from out-of-state, must enroll by the starting date of their former school. Mid-year transfers must enroll within 7 days from withdrawing from their former school.

The school system reserves the right to convene an alternative placement committee to determine whether alternative school placement is appropriate if the student:

- has dropped out of school for one quarter or more from any other secondary school
- is not in good standing (academic/behavioral) upon withdrawing from the previous school
- is under suspension or expulsion from another public or private school
- is entering from a Youth Detention Center or a behavioral rehabilitative program

The Newton County Board of Education authorizes the alternative placement committee to hear appeals and decide the re-admission or enrollment of any student who has been suspended or expelled for being convicted of, being adjudicated to have committed, being indicted for, or having information filed for the commission of any felony or any delinquent act under Code Section 15-11-28 which would be a felony if committed by an adult.

An individual classified as a student with disabilities is eligible for enrollment in appropriate education programs through age twenty-two (22) unless he/she has received a regular high school diploma.

A. New Resident Students- 12th Grade

Any student transferring into the Newton County School District at grade twelve must meet the requirements to receive a diploma from the Newton County School District as detailed in the Program Planning Guide of his/her high school of attendance.

B. Foreign Exchange Students

The attendance of foreign exchange students in Newton County Schools is accepted as an educational opportunity for local schools and an expression of international goodwill for the school system.

The number of foreign exchange students accepted for a school year in Newton County shall depend on current enrollment and be at the discretion of the principal. Prior to committing to a host family, the representative of the foreign exchange company should obtain written permission from the principal for a student's enrollment in the high school.

Students accepted from exchange programs should enter at the beginning of a semester and be involved in a full school year program. A complete transcript translated into English should be presented to the local school prior to registration. This must include courses taken each year and grades earned. The number of clock hours per credit must be specified.

All courses must be taken for credit. Auditing is not allowed.

The age of foreign exchange students must not exceed nineteen (19) on September 1, of the year enrolled in Newton County Schools.

Foreign exchange students shall not be eligible for the minimum day program in high school.

Foreign exchange students seeking a diploma from the Newton County Schools must declare so in writing before

AHS

arriving, and must meet the requirements for graduation as set forth in the Program Planning Guide.

PERMANENT RECORDS

A student or parent may review the permanent record at any time. It is suggested that the student make an appointment with his counselor to do this. Transcripts of records require a written release and may be obtained from the Records Secretary. All staff members are instructed to maintain confidentiality of student records.

POSTSECONDARY VISITS

Criteria:

College Visits - Seniors: A senior may have two days to visit a college or vocational school in preparation for post-secondary education. The senior is not counted absent but is responsible for all assignments.

College Visits - Juniors: A junior may have one day to visit a college or vocational school in preparation for post-secondary education.

“Absences in excess of the allotted visits will be counted as UNEXCUSED.”

Procedures:

The student and his/her parents/guardian must make an appointment with the school to be visited. A form letter, which can be picked up in the Guidance Center, must be signed by the parent/guardian and returned at least three (3) days prior to the college visit. Also, the student must pick up a form letter that must be validated by the college/vocational school official at the time of the visit. The validation will include a signature, title, and phone number of the school official. This letter must be returned to the Guidance Center immediately upon the student's return to school. If the letter is not returned, the student will be counted absent.

PROGRESS REPORTS

In order to communicate the progress of students to parents, the following reports are available:

1. **Weekly Progress Reports** - Weekly progress reports for students are available upon written or telephone request from a parent/guardian. Each Thursday, by 9:30 AM, a student can pick up a progress report from his/her assigned counselor. Parents are required to respond in writing on the back of the progress report by the following Tuesday.
2. **Progress Reports** – Progress Reports will be generated every 9 weeks.
3. **Report Cards** – Report cards will be issued to all students.

SEXUALITY EDUCATION

Sexuality education will be taught in the health classes. Parents who do not wish to have their children participate in class while these objectives are being covered should notify the teacher in writing at the beginning of the semester.

SCHEDULES

Students may not take more than one course in an academic area without the approval of the department chairperson and the Principal or his designee.

In all cases, final approval rests with the principal pending consideration of class sizes, staffing, etc.

SCHEDULE CHANGES

Schedule changes will be made for the following reasons:

1. A student is not in the appropriate course level.
2. A student does not have the prerequisite for the course.
3. A student has already passed the course.

Teacher preference is not a reason for requesting a schedule change. If a student perceives that there is a problem with a teacher, the parent must call the child's counselor to set up a meeting with the teacher in an effort to deal with the problem. Following this meeting, a schedule change may be considered. The Principal or his designee must approve all such changes. Requests for changes will not be made past the fifth workday of the semester.

STUDENT COUNCIL OFFICERS

1. President of the Student Body: To be eligible, a student must be able to graduate during the following year, must have been enrolled at AHS at least two semesters before election, and must have a satisfactory academic average.
2. Class Officers: There will be a President, Vice-President, and Secretary-Treasurer of each class. Elections will be held at the end of the school year prior to serving. Satisfactory grades are required. All class officers will be Student Council members.
3. Student Council Members: Members must have maintained at least a "C" average the semester prior to their election. Election of Student Council members will be held during second semester. A student may be a candidate for both the Student Council and his/her class simultaneously. A member may be taken off the Student Council for unsatisfactory grades or unsatisfactory participation.
4. Student Council Officers: There will be a Secretary-Treasurer, Reporter, and a Parliamentarian of the Student Council elected by the Student Council at the first meeting.
5. Candidates for any office or representative to the Student Council must have a satisfactory discipline record at AHS. Any questions regarding whether a student's record is satisfactory shall be determined by a joint meeting of the Student Council advisors and the Principal or his designee.

TESTING PROGRAM

As referenced in Rule 160-3-1-.07 (Testing Programs – Student Assessment) students shall meet state assessment requirements for graduation as follows:

Georgia High School Graduation Test

Students entering grade nine after July 1, 1991 will take graduation examinations beginning in the junior year as one requirement for a high school diploma. The assessments will require students to post passing scores in the following areas: English/Language Arts, Mathematics, Social Studies, Science and Writing. These students will have at least five opportunities to take the test, if necessary, before the end of their twelfth grade year.

NOTE: A STUDENT WHO HAS NO MEANS OF WRITTEN COMMUNICATION DUE TO A SEVERE PHYSICAL DISABILITY SHALL NOT BE REQUIRED TO TAKE THE WRITING PORTION OF THE STATE ASSESSMENT REQUIREMENT AS SPECIFIED IN RULE 160-3-1-.07.

Additionally, school systems administer the GHSGT to the following students if they are enrolled in school or present themselves for testing:

- All students who are enrolled for the third year in high school (grades 9-12), have accumulated at least nine units of credit (or 12 units of credit if the school is operating on a block schedule), and either have not achieved passing scores on the graduation assessments or present themselves as first-time test takers at the main administrations only.
- Educators should work with students individually to determine the most appropriate time for their initial spring, eleventh-grade administration. For example, a third-year student may meet the minimal credit requirement, but may not be classified as an eleventh-grader and/or may lack courses important to be well-prepared for the GHSGT. It may be appropriate for this student to be counseled to take the test as an eleventh grader the following spring. The guideline will be that the student has earned at least 2 credits in each academic area of the Georgia High School Graduation Tests.
- Students transferring into a Georgia school system from private schools, home study programs, other states or countries.
- Students who have dropped out of school without having met all of the assessment and other graduation requirements and have returned without having been enrolled in any Georgia public school for one academic year or more. Such students shall meet the graduation assessment criteria for passing in effect for the class in which they re-enroll.

Procedures for Processing GHSGT Waivers/Variations Requests

Waiver- A GHSGT/GHSWT waiver is a decision by the State Board of Education (SBOE) not to apply all or part of the requirements of the GHSGT or GHSWT to a Georgia student who meets certain basic qualifications.

A WAIVER may be granted to you:

- if, due to a disability, you are incapable of passing a section of the Georgia High School Graduation Test (GHS GT) or Georgia High School Writing Test (GHS WT). This disability must be noted in your individual education plan (IEP);
- OR, if you have not had a reasonable opportunity to pass a section of the GHS GT or GHS WT due to a substantial hardship beyond your control.

Variance- A GHS GT or GHS WT variance is a decision by the State Board of Education (SBOE) to modify all or part of the literal requirements of the GHS GT/GHS WT.

A VARIANCE may be granted to you as an alternative means of demonstrating academic proficiency. The variance may be considered when your situation is something other than a disability or substantial hardship.

Applying for GHS GT Waiver/Variance

1. Applicants should obtain a waiver/variance checklist and follow the outlined steps.
Checklist can be obtained from:
DOE website – www.doe.k12.ga.us
High School Counselors
Newton County Testing Director
2. Applicant must provide a letter requesting consideration for a GHS GT/GHS WT variance or waiver. The letter should include the following information: (Letter from parent/guardian if applicant is under the age of 18.)
 - a. State whether applying for a variance or waiver.
 - b. Section(s) of the test for which you are requesting consideration.
 - c. Permission for Newton County School System to release records regarding the variance or waiver request to the State Board of Education.
3. Applicant must complete checklist and provide the necessary documentation for each item. (see waiver/variance checklist)
4. Once checklist is completed with documentation provided and letter addressed to Newton County Schools superintendent is written, this information should be submitted to the Newton County School System's Test Director for review.
5. Once the submitted information is verified to be complete, a letter from the superintendent will accompany the applicant's GHS GT/GHS WT waiver/variance packet and be sent to the State Department of Education.
6. The Georgia Department of Education will contact each applicant as to the status of his/her application.

End-of-Course Tests

Students will be required to take an End-of-Course Test in each of the following courses: Algebra I, Geometry, Physical Science, Biology, 9th Lit/Comp., American Literature, Economics and United States History. If a student receives an Incomplete due to failure to take the EOCT, the student must take the test within the first on-line make-up session following the main administration. If the student refuses, he/she will receive no credit for the course.

In order for a student to earn unit credit for a course that is assessed by an End-of-Course Test, the following weighted calculation must be used: a student's numeric score on the End-of-Course Test shall count for 15% of the student's final numeric grade in the course assessed by the End-of-Course Test.

Assessing Comprehension and Communication in English State to State for English Language Learners (ACCESS for ELLs) – an English language proficiency test administered annually to all English language learners (ELL) in Georgia for the purposes of determining the English language proficiency level of students; providing districts with information that will help them evaluate the effectiveness of their ESOL programs; providing information that enhances instruction and learning in programs for English language learners; assessing the annual English language proficiency gains using a standards-based assessment instrument; and providing data for meeting federal and state requirements with respect to student assessment.

Georgia Alternate Assessment (GAA) – a portfolio assessment designed for students with significant cognitive disabilities under the Individuals with Disabilities Education Act (IDEA) whose IEP team has determined they are unable to reasonably participate in the regular assessment program. The purpose of the GAA is to ensure all students, including students with significant cognitive disabilities, are provided access to the state curriculum and given the opportunity to demonstrate progress toward achievement of the state standards.

Final Exemption Program

Only students classified as seniors may exempt final exams in their last two semesters if the following criteria are met:

1. Have an **85** average
2. Absences not exceeding 5 days (excused and unexcused)
3. Exemptions are not allowed in courses requiring a state End of Course Test
4. Students may not have been suspended from school nor have been assigned ISS on 2 or more occasions.

VISITORS

Any visitor having valid business at the school must sign in at the front office desk. Only the following persons will be allowed on campus: system employees, registered students, parents checking children in or out, individuals with official school business or appointments with school officials, and guests invited by school employees.

AHS & NHS PROGRAMS OF STUDY / GRADUATION REQUIREMENTS

BLOCK TRANSITION

FOR STUDENTS ENROLLING IN THE NINTH GRADE

FOR THE FIRST TIME IN THE:

2006-07 SCHOOL YEAR- SENIOR 2009-10

2008-09 SCHOOL YEAR- SENIOR 2010-11

2009-10 SCHOOL YEAR- SENIOR 2011-12

2010-11 SCHOOL YEAR- SENIOR 2012-13

COLLEGE PREP DIPLOMA & COLLEGE PREP WITH DISTINCTION

SUBJECT	UNITS REQUIRED TO GRADUATE 2009-2010	UNITS REQUIRED TO GRADUATE W/DISTINCTION 2009-10	UNITS REQUIRED TO GRADUATE 2010-2011	UNITS REQUIRED TO GRADUATE W/DISTINCTION 2010-11
English/Language Arts	4	4	4	4
Mathematics	4	4	4	4
Science	4	4	4	4
Social Studies	3.5	3.5	3.5	3.5
Foreign Language	2	2	2	2
CTAE and/or Fine Arts	1	1	1	1
Health and Physical Education	1	1	1	1
Electives	3.5	5.5	5.5	7.5
TOTAL	23	25 (Min. Required GPA- 85)	25	27 (Min. Required GPA-85)

TECHNOLOGY/CAREER PREP DIPLOMA & TECHNOLOGY/CAREER PREP WITH DISTINCTION

SUBJECT	UNITS REQUIRED TO GRADUATE 2009-2010	UNITS REQUIRED TO GRADUATE W/DISTINCTION 2009-10	UNITS REQUIRED TO GRADUATE 2010-2011	UNITS REQUIRED TO GRADUATE W/DISTINCTION 2010-11
English/Language Arts	4	4	4	4
Mathematics	3	3	3	3
Science	3	3	3	3
Social Studies	3.5	3.5	3.5	3.5
Foreign Language and/or Computer Technology and/or Fine Arts	1	1	1	1
CTAE with 3 Units of Concentration in Same Area	4	4	4	4
Health and Physical Education	1	1	1	1
Electives	3.5	5.5	5.5	7.5
TOTAL	23	25 (Min. Required GPA- 85)	25	27 (Min. Required GPA-85)

AHS & NHS BLOCK TRANSITION
FOR STUDENTS ENROLLING IN THE NINTH GRADE
FOR THE FIRST TIME IN THE:
2008 – 09 SCHOOL YEAR (SENIOR 2011-12)
2009- 20 SCHOOL YEAR (SENIOR 2012-13)

Tiered diploma options are no longer included in the graduation requirements for students entering ninth grade in 2008-2009. All students are expected to complete a common set of requirements to earn a regular diploma.

HOPE Note: Beginning with the class of 2007, grades from ALL coursework in the academic core attempted in high school will be calculated in the GPA. Final GPA will be calculated by the Georgia Finance Commission using a 4.0 scale. Any grade earned in high school courses taken in the middle school will not be included in the HOPE calculation.

Units marked by * are required under the new graduation rule.

SUBJECT	UNITS REQUIRED TO GRADUATE 2011-2012	UNITS REQUIRED TO GRADUATE 2012-2013
English/Language Arts *	4	4
Mathematics *	4	4
Science *	4	4
Social Studies *	4	4
CTAE and/or Modern Language/Latin and/or Fine Arts	3	3
Health and Physical Education *	1	1
Electives	7	8
TOTAL	27	28
UNITS REQUIRED TO GRADUATE WITH DISTINCTION- REQUIRED MINIMUM GPA- 85	29	30

EMPLOYMENT FOUNDATIONS or LIFE SKILLS DIPLOMA
BLOCK TRANSITION- AHS & NHS
FOR STUDENTS ENROLLING IN THE NINTH GRADE
FOR THE FIRST TIME IN THE:
2006-07 SCHOOL YEAR- SENIOR 2009-10
2008-09 SCHOOL YEAR- SENIOR 2010-11
2009-10 SCHOOL YEAR- SENIOR 2011-12
2010-11 SCHOOL YEAR- SENIRO 2012-13

COURSE REQUIRED	REQUIRED UNITS SENIOR 2009-10	REQUIRED UNITS SENIOR 2010-11	REQUIRED UNITS SENIOR 2011-12	REQUIRED UNITS SENIOR 2012-13
ENGLISH/LANGUAGE ARTS				
Language Arts/Literature I	1	1	1	1
Language Arts/Literature II	1	1	1	1
Language Arts/ Literature III	1	1	1	1
Language Arts/Literature IV	1	1	1	1
MATHEMATICS				
Math I	1	1	1	1
Math II	1	1	1	1
Math III	1	1	1	1
Math IV	1	1	1	1
SCIENCE				
Physical Science	1	1	1	1
Health (or Environmental Science)	1	1	1	1
Biology	1	1	1	1
Family & Medical Management	1	1	1	1
SOCIAL STUDIES				
Government	1	1	1	1
Job Skills	1	1	1	1
United States History	1	1	1	1
Economics			1	1
ELECTIVES				
Any fine arts, computer, CTAE, physical education, and any combination of students with disabilities electives (including work study)	8	10	11	12
TOTAL UNITS NEEDED TO GRADUATE- Students will receive the Employment Foundations Diploma upon completion of this curriculum.	23	25	27	28

ACCESS REGULAR DIPLOMA
BLOCK TRANSITION- AHS & NHS
FOR STUDENTS WITH SIGNIFICANT COGNITIVE DISABILITIES ENROLLING IN THE NINTH GRADE
FOR THE FIRST TIME IN THE:
2006-07 SCHOOL YEAR- SENIOR 2009-10
2008-09 SCHOOL YEAR- SENIOR 2010-11
2009-10 SCHOOL YEAR- SENIOR 2011-12
2010-11 SCHOOL YEAR- SENIOR 2012-13

COURSE REQUIRED	REQUIRED UNITS SENIOR 2009-10	REQUIRED UNITS SENIOR 2010-11	REQUIRED UNITS SENIOR 2011-12	REQUIRED UNITS SENIOR 2012-13
ENGLISH/LANGUAGE ARTS				
ACCESS to Literature/Composition	1	1	1	1
ACCESS to American Literature	1	1	1	1
ACCESS to World Literature	1	1	1	1
ACCESS to British Literature	1	1	1	1
MATHEMATICS				
ACCESS to Mathematics I	1	1	1	1
ACCESS to Mathematics II	1	1	1	1
ACCESS to Mathematics III	1	1	1	1
ACCESS to Mathematics IV	1	1	1	1
SCIENCE				
ACCESS to Physical Science	1	1	1	1
ACCESS to Environmental Science	1	1	1	1
ACCESS to Biology	1	1	1	1
ACCESS to Earth Systems	1	1	1	1
SOCIAL STUDIES				
ACCESS to American Govt./Civics	1	1	1	1
ACCESS to World History	1	1	1	1
ACCESS to U S History	1	1	1	1
ACCESS to Economics/Personal Finance	1	1	1	1
ELECTIVES				
Choices provided in the Program Planning Guide	7	9	11	12
TOTAL UNITS NEEDED TO GRADUATE- Students will receive the Access Regular Diploma upon completion of this curriculum * Student must pass the GAA	*23	*25	*27	*28