

# HIGH SCHOOL RULES

## SUMMER 2012

### LANGSTON HUGHES~WESTLAKE~CENTENNIAL~JOHNS CREEK~MILTON

**Purpose** – The purpose of high school summer school is to provide an opportunity for students to earn additional credit by retaking failed courses and/or taking courses for the first time.

**Locations** – Summer school will be held at **Langston Hughes and Westlake high schools** (south) & **Centennial, Johns Creek, and Milton high schools** (north).

**Dates and Times**- Summer School will be one 16-day session that will begin on **Monday, June 4** and end **Monday, June 25**. First period classes will meet 7:30-11:35 a.m. Second period classes will meet 12:00-4:05 p.m. Lunch will be served in the school's cafeteria 11:35-12:00.

**Registration**-Students may register at their home school beginning **April 16<sup>th</sup>**. During registration, students will be assigned classes and pay fees. Classes will be filled on a first come, first served basis. If a student wishes to register for a class that is filled he or she will be placed on a waiting list. Students on a waiting list who are not placed in the class will receive a full refund. **Registration will end on Friday, May 18<sup>th</sup>**.

**Tuition Payment**-All tuition must be paid at the time of registration. No cash will be accepted. Personal checks, cashier's checks and money orders will be accepted. No personal checks will be accepted after May 11. **There is no tuition waiver.**

TUITION	Fulton County Schools Residents	Out-of-System Residents
½ Credit	<b>\$225.00 (\$180 free meal students)</b>	<b>\$325.00</b>
1 full Credit	<b>\$450.00 (\$360 free meal students)</b>	<b>\$650.00</b>

#### Refunds

- Students who withdraw by May 18<sup>th</sup> because they end up passing a course, will receive a full refund.
- Students who withdraw by the first day of classes for personal reasons, will receive a refund **less 20%** for processing.
- No refunds will be made for students withdrawing after the first day of a course. If a class is cancelled by the school system, 100% of the money will be refunded.
- Refund checks will be issued by the home school until May 21st. Beginning June 4, refunds will be handled by the summer school principal and bookkeeper. Refunds must be requested in writing and signed for by a parent /guardian.
- **Refunds must be requested no later than the first day of the semester, Monday, June 4.**
- Refunds should be issued within two weeks of requests.

**SCHEDULE CHANGES** - Schedule changes after registration involving a new course will require the approval of the student's home school. FCS reserves the right to make changes that are necessary to balance classes. Classes that don't meet minimum enrollment will be cancelled. Students who enroll in a class that is cancelled may select another class, transfer to the other high school if the course is offered and there's space, or request a full refund. Students who transfer to the other school must provide their own transportation. **The final course lists and schedules will be posted on the FCS Website on Friday, June 1, 2012. You may also contact any FCS high school for schedule information.**

**STUDENT ATTENDANCE RULES** -Students will be allowed one absence per course for illness and emergencies. Being tardy 30 minutes or more constitutes an absence. Four tardies of less than 30 minutes will constitute an absence. Upon a second absence, students may appeal to the summer principal for a waiver. Only cases in which both absences are deemed beyond the control of the student and parent(s) will receive a one-day extension. Students having two absences who do not receive a favorable ruling from the summer principal will forfeit credit for the course and will not receive a refund.

**Transcript Drop Deadline** – Courses dropped before noon on Wednesday, June 20, 2012, will not appear on the student's transcript. The request to drop the course must be in writing and received by the principal

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before noon on June 20. Courses dropped after this date and time will appear on the student's transcript. Students who drop a course will not receive credit for the course or a refund.

**END OF COURSE TEST & FINAL EXAMS** – The last day of the session will be designated as the EOCT administration and final exam day. The EOCT tests will be given in all EOCT classes. There will be no makeup test day for EOCT. The EOCT will count for 15% or 20% of the final course grade. **No final exams or EOCT tests will be given early or late.**

**TRANSPORTATION**-Free bus transportation will be provided from each home high school site to the assigned high school for that home school. If students choose to attend another high school for any reason, they must provide their own transportation.

**STUDENT PARKING** is limited to the student parking lot unless otherwise posted. Violators will be sent home and counted absent. Automobiles parked along red fire lanes are subject to towing.

**DRESS CODE**-The standard of appearance maintained during the regular school year will be expected during summer school. Shorts of reasonable length are permitted. Shorts less than arm's length, bare midriffs, suggestively revealing clothing, etc. are not permitted. Shoes must be worn. Clothing ornamentation displaying or advertising illegal substances, alcoholic beverages, tobacco products, suggestive, offensive or divisive phrases, designs, markings, or profanity is prohibited. Caps, hats, or other headgear are not worn in the building. Apparel that designates gangs or similar organizations is not permitted. Students found in violation of the dress code will be sent home for the day and counted as absent.

**CODE OF CONDUCT**-The Fulton County Discipline Policy will be enforced during summer school. Students may be suspended or expelled in accordance with the policy. All suspensions will be out-of-school suspensions. Students will be counted absent for the days they are suspended.

Any student coming on campus or being transported in a county vehicle who is in possession of, selling, transmitting, or under the influence of a narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, drug analog, or alcoholic beverage or intoxicant of any kind will be withdrawn and will forfeit credit and refunds.

No smoking or possession of tobacco products or smoking paraphernalia is permitted on campus (in the building or on school grounds) or while being transported in a county vehicle at any time. A first violation will result in one-day out-of-school suspension.

Students who are withdrawn for disciplinary reasons or who exceed the maximum number of absences due to suspension will forfeit course credit and refunds.

All students must a) identify themselves at the request of any staff member, b) not disrupt or interfere with the school operation in any manner, c) not be present in areas of the building designated as off-limits for summer school students.

Students must leave campus immediately upon dismissal. Visitors are not permitted on campus.

**Breakfast and lunch** will be served in the school cafeteria each day and will cost the same as during the regular year. Students who are eligible for free or reduced meals will continue to receive them in the same manner during the summer. Food and /or drinks are not permitted in classrooms.