

DIXIE HIGH SCHOOL

Dear Students and Parents,

Welcome to Dixie High School for the 2012-2013 school year! Our school year will be filled with many opportunities for students to grow and learn academically and socially. We appreciate our parents, students, and community support of the wonderful programs we have in place. From scholastic achievements to athletic involvement, we invite our students to experience and enjoy all aspects of high school. We encourage students to use and promote good character traits by volunteering their time and talents within school and throughout the community. Dixie High School prides itself in preparing students with a rigorous curriculum, while instilling ethical and moral values, to be utilized throughout high school and beyond.

Sincerely,

Lori Brownlee-Brewton, Principal

OUR MISSION

Our mission is to establish the foundation for lifelong learning by assuring optimal learning for all students through a positive, yet challenging environment.

OUR BELIEFS

1. Challenging expectations increase individual student performance. .
2. A student's self-esteem and attitude toward learning is enhanced by positive relationships and mutual respect among and between students and staff.
3. A safe and physically comfortable environment promotes student learning.
4. Teachers, administrators, parents, students, and the community share the responsibility for advancing the school's mission.
5. All students are entitled to a conducive learning environment, focused on academic growth and achievement.

DAILY SCHEDULE The following is the proposed schedule for 2012-2013

A First Lunch		B Second Lunch		C 8th Grade	
1st	8:00 -9:30	1st	8:00 -9:30	1st	8:00-8:55
2nd	9:35-11:05	2nd	9:35-11:05	2nd	9:00-9:55
lunch	11:05-11:30	3rd	11:10-12:40	3rd	10:00-10:55
3rd	11:35-1:05	lunch	12:40-1:05	4th	11:00-11:50
4th	1:10-2:40	4th	1:10-2:40	lunch	11:50-12:15
				5th	12:15-1:05
				6th	1:10-1:55
				7th	2:00-2:40

BUILDING HOURS

The building will be opened by 7:30 a.m. and closed by 4:00 p.m. Any student or group of students remaining in the building after 3:00 p.m. must be supervised by an adult who is a representative of Dixie High School, i.e. teacher, coach, etc. Custodians are not to assume this responsibility. Classrooms will be open by 7:50 a.m. unless pre-arranged with a teacher for tutoring or other activity.

GUIDANCE DEPARTMENT

The Dixie High School guidance counselors strive to aid each individual student in utilizing abilities to their fullest, in making sound choices, and in developing self-understanding. The guidance office is located next to the administration offices in the main building.

Guidance services available include:

1. Individual and group counseling
2. Schedule changes
3. Student tutoring
4. Testing services
5. Assistance with post-secondary education
6. Referral services
7. Process student entry/withdrawal

TRANSCRIPTS

Two transcripts per student will be sent free for the student in school. A nominal fee (\$2.00) will be charged for each additional transcript. All transcripts must be requested through the Guidance Department.

TESTING PROGRAM

HSAP (High School Assessment Program)

This test is administered in the spring to all public high school students their second year of high school. Students take this as the High School Exit Exam. The test is mandated by the South Carolina Legislature and is designed to find out what each student can do relative to the South Carolina basic skills objectives in order that instructional needs can be identified in the areas of reading, writing, and math. (This test must be passed in order to qualify for a high school diploma.)

End of Year Course Tests – These tests are in the areas of English I, Biology I, Algebra I, U.S. History and Math Tech II. The grades earned count 20% of final grade in the area tested.

PASS – 8th grade State tests in English, Mathematics, Science, and Social Studies.

PSAT/NMSQT (The Preliminary Scholastic Aptitude Test/National Merit Scholarship Qualifying Test) - a two-hour version of the College Board Scholastic Aptitude Test. The test is offered in October and is recommended for juniors and sophomores who plan to go to college. The PSAT/NMSQT, taken during the junior year, will determine who receives recognition and financial assistance through the National Merit Foundation.

SAT - The Scholastic Aptitude Test of the College Entrance Examination Board. The test is used to predict a student's ability to achieve on the college level and is required for admission to most colleges. It is recommended that juniors take the SAT during the spring of their junior year and the seniors who plan to go to college should take it no later than December of their senior year.

ACT - The American College Testing Program is the counterpart to the SAT. In addition to verbal and mathematical abilities, this test measures abilities in social studies and natural sciences. Most colleges will accept the SAT or the ACT; however, it is best to check with the college to see which one is preferred.

ASVAB - The Armed Services Vocational Aptitude Battery is available to all interested juniors. The test measures aptitude abilities necessary for service in the military.

SCHEDULE CHANGES

The Guidance Office will conduct schedule changes. Schedule changes will be permitted only during the first two weeks of a new semester. Dropping a class after the above deadline has passed will result in a WF or WP being recorded in this subject.

GRADUATION REQUIREMENTS

To qualify for a State High School diploma, a student must earn a total of 24 units of credit distributed as follows:

Language Arts 4 units

U.S. History 1 unit

Economics 1/2/Government 1/2 1 unit

Other Social Studies 1 unit

Mathematics 4 units

Natural Science 3 units

Physical Education 1 unit

Electives 8 units

Computer Technology 1 unit

IMPORTANT REMINDER TO STUDENTS AND PARENTS

Dixie High School will do everything possible to assist students in reaching their goal of graduating on time; however, it will be the responsibility of the student to make sure that she/he has the number of units needed to graduate. As you register for your senior year, make sure you are taking enough units to graduate. If you are unsure of the number of units needed, please see the Guidance Counselor. **REMEMBER: THIS IS YOUR RESPONSIBILITY**

GRADE CLASSIFICATION

The following regulations apply relative to class assignment:

NINTH GRADE ---must have successfully completed all eighth grade work and been promoted.

TENTH GRADE---must have successfully completed five units of work, including one unit in English and one unit in Math

ELEVENTH GRADE –must have successfully completed eleven units of work, including two units in English and two units in Math.

TWELFTH GRADE - must have successfully completed seventeen units of work, including two units in English and three units in Math.

EARLY GRADUATION

A four-year program is the norm for most high school students. It will be a distinct advantage for most students to accumulate as many high school credits as possible prior to graduation.

However, Dixie High School recognizes the individual differences that exist among students and the need of some to complete their high school program in a period of less than four years. A student who wishes to participate in these programs must make his/her intentions known no later than the end of the second grading period of the first year.

REPORTS OF STUDENT PROGRESS

Report cards will be distributed four times during the year. This will be at the conclusion of each nine weeks grading period. All students should make sure that a grade is recorded for each subject that you are enrolled in during each grading period. Report any problems to your homeroom teacher and also the classroom teacher.

GRADING SYSTEM

Grades for individual subjects will be calculated as indicated:

93 - 100 ... A 70 - 76.... D

85 - 92 ... B Below 70... F

77 - 84... C

HONOR ROLL

To qualify for the honor roll, a student must have an overall average of 90.00

NEW

The honor roll will be computed and announced each grading period.

To be invited to the Academic Banquet-a student must have an overall average of 93 or above by the end of the 3rd nine week grading period.

JUNIOR MARSHALL/ USHER CANDIDATE

To be a candidate for Junior Marshall, the following requirements must be met:

1. Be in the process of earning 18 units
2. Have completed five semesters of high school work
3. Class rank of 1 – 4 for five semesters

To be a candidate for Junior Usher, the following requirements must be met:

1. Be in the process of earning 18 units
2. Have completed five semesters of high school work
3. Class rank of 5 – 8 for five semesters

*Each student must have attended an Abbeville County high school for two semesters, except those who have transferred from a state-accredited high school.

VALEDICTORIAN- SALUTATORIAN

The valedictorian will be the senior student who has completed 7 semesters of high school who had the highest GPR at the end of the first semester of the senior year and the salutatorian the senior student at graduation with the second highest GPR at the end of the first semester of the senior year and has also completed seven semesters. At the end of the first semester of the senior year, each of these students must have attended an Abbeville County high school three semesters, except those who have transferred from a state-accredited high school.

ATTENDANCE

Students will not be excused from school except in cases of emergencies.

Make-Up work: All work missed as a result of an **excused** absence will be made up within five (5) days.

HOMEBOUND INSTRUCTION

A special program of homebound instruction is available for a student who, because of illness, accident or pregnancy, is unable to attend school.

1. A licensed physician must state in writing that the student is
unable to attend school. (Forms may be secured from the Guidance Office.)

2. Once a student is approved for homebound instruction (a procedure which must follow state and district guidelines), the student will be taught at home by a certified teacher. On the first day he returns to regular classes, his homebound status is ended.
3. A student is expected to be prepared to meet the homebound teacher on schedule, and to do assigned work between teacher visits.
4. This program is established only for those students who are unable to leave home to attend classes. Therefore, under normal circumstances, a homebound student would not be expected to attend school functions during or after the school day.
5. On the day that a homebound student returns to school, he must report to the Attendance Office and receive a blue admit slip, which will state that the homebound classification has ended.

STUDENT ABSENCES AND EARLY DISMISSALS

When you have been absent from class for any reason, you must come by the office and get a slip to go back to classes. You must bring with you an excuse from your parents or guardian with the following information on it:

1. Date and reason for absence
2. Signature of parent or guardian
3. A telephone number where the one who signed the excuse may be reached.

When you have been absent, come to the office before first period begins the morning you return to school. You will be given a slip marked either excused or unexcused. Your teacher must first sign this admission slip. This slip should be given to each of your teachers throughout the day. Each teacher will sign it and return it to you except the one who teaches you the last period you are in school. That teacher will keep the slip and turn it in to the office to be filed in your attendance folder.

STUDENT ABSENCES

Any student who attends fewer than 170 days in the school year will not be eligible to receive credit unless the local school board grants approval for excessive absences in accordance with local board policy. Parents have the legal responsibility of sending their children to school.

The following procedures encourage regular attendance by students and allow school personnel to deal with student absences in a fair and consistent manner.

A student must attend each class the maximum number of days during each instructional period to receive consideration for credit for the class. Listed below is an attendance schedule required for each instructional period:

South Carolina School Law declares that a student must attend any class for at least 170 days or the equivalent to receive credit.

Semester (90 days) **85** days attendance required

Year (180 days) **170** days attendance required

Types of absences:

1. Excused absences (full day or early dismissal):
 - a. Serious, chronic, or extended illness of the student
certified by a physician.
 - b. Serious illness or death in the immediate family
requiring the presence of the student.
 - c. Pre-arranged absences (field trips, school related
and/or extreme hardship at the discretion of the Principal.)
 - d. Recognized religious holidays when pre-arranged.
 - e. Taking military or academic exams such as SAT or other
required achievement test, at the discretion of the Principal.)

****Keep in mind-that an excused or unexcused absence is still an ABSENCE.**

Early Dismissal: pre-arranged notes from home signed by parent/guardian and phone call from parents.

Note from parent/guardian requesting student to leave school

early due to a medical appointment, family death, or by special consent of Principal or Assistant Principal. (example- special military or academic testing or school related function). The absence will be unexcused until the student brings verification of appointment. This should be brought the first day the student returns, not to exceed three days. The absence then becomes excused and filed in the office.

Unexcused: (not pre-arranged by note from home)

Any excuse not covered by provisions of excused condition. (example:

Please excuse John. He has something to do for me.) Student may be

Dismissed, but will follow policy set for the make-up work.

Early dismissal: (not pre-arranged)

If it becomes necessary for a student to be dismissed during school hours he/she must obtain an early dismissal form from the office to be taken to each class. Teacher will sign form indicating any assigned test or homework missed.

** Student must contact parent/guardian for permission to leave early.

Once your early dismissal has been approved, your name will be placed on the absentee list noting the time you are to leave. Before you leave, you must come by the office and sign your name and time of leaving in the sign-out book.

Classroom Expectations

1. Upon entering the classroom, take your seat promptly and quietly.
2. Be respectful towards the teacher and classmates.

3. Bring proper equipment to class: **Books, Homework, Paper, and Pencils.**

LOCKERS

Student lockers will be assigned by the administration. The student is responsible for securing and placing a lock on the locker. If you lose your key, a lock cutter may be obtained.

VANDALISM AND THEFT

YOU SHARE OWNERSHIP IN DIXIE HIGH SCHOOL. Your parents and all taxpayers are required to pay taxes that build and maintain public schools. You should respect school property and take pride in its good care.

1. Any student who willfully destroys or vandalizes school property
will be required to pay for losses or damage. Suspension and
subsequent expulsion may be necessary.
2. If you should happen to damage something by accident you should
report it to a teacher or the office immediately.
3. Any student who steals property will be prosecuted to the fullest extent under school
and civil regulations.
4. The School District does not provide insurance coverage for loss
or theft of personal items left in the building. Students are urged
to take musical instruments, calculators, and any other expensive
personal possessions home over the weekend or during holidays.

THE SCHOOL CANNOT GUARANTEE SECURITY FOR SUCH ITEMS

TEXTBOOKS

All basic textbooks are the property of the State of South Carolina. These books are loaned to our students. Textbooks are to be kept clean and handled carefully. **You will be required to pay for lost or damaged books.**

ANNOUNCEMENTS

Announcements will be made twice each day: 8:00 A.M. and 2:38 P.M. All announcements must be signed by the Faculty sponsor and approved by the Principal or Assistant Principal.

DANCES

Dances (except Jr.-Sr. Prom) are open to all Dixie High School students and their registered guests under the age of 21 only. Non-students who attend dances must be registered with the organizational sponsor no later than two days prior to the dance.

PROM: To be eligible to attend prom and invite a guest a student must be either a junior or senior at Dixie. All guests must have a minimum classification of 9th grade at Dixie or another High School and a maximum age of 20 years old. You must have your guest approved by the Principal if they are not Dixie Students. Students who have been expelled from any school are not eligible to attend prom.

CARS

Students who drive are to observe safe driving practices and rules of courtesy. Student parking is permitted in the specified areas in front and behind the school. Students should exercise care when parking so that other cars are not blocked from being moved. Automobiles and trucks driven to school must be registered in the main office.

PARKING IS ASSIGNED YEARLY BY NUMBER. Maximum speed on school grounds is 5 MPH. Repeated violations of any of the parking rules will result in loss of parking privileges on the school grounds.

BUS TRANSPORTATION

Please see the Assistant Principal if you have a question or a problem with bus transportation.

VISITORS

Dixie High welcomes visitors who are on official school business. Parents/guardians are encouraged to visit the campus. **ALL VISITORS ARE TO REPORT TO THE OFFICE UPON ARRIVAL ON CAMPUS.**

HEALTH ROOM

The health room is to be used for emergencies. Students who are sick will be allowed to call home and have a parent/guardian pick them up.

MEDICATIONS

New Alert

Students requiring medication during the day must inform the office. Policy regarding medication dispensing will be followed. A medication form, completed by the parent/guardian, for prescription or non-prescription medication **must be** on file at the school before any medication is dispensed. No over-the-counter medicines will be dispensed, including cough drops, eye drops, Neosporin, and other type medicines.

GIFT ITEMS

The delivery of flowers, balloons, and other gift items will not be made to students. The school **WILL NOT** accept these items nor will the school call students from the classroom to accept these items.

INSURANCE

School insurance is available for students wishing to purchase insurance protection. The school strongly recommends that students taking shop, physical education, science labs, and participating in extra-curricular activities (esp. athletics) buy the insurance. The school handles the premium and the claims as a service. The school does not assume liability for accidents or for insurance claims.

FUND RAISING

The Principal must approve all fund raising activities in advance. This includes cheerleaders, athletics, bands, clubs, and classes. All fund raising activities will be in accordance with Board policy.

TRANSPORTATION TO EXTRACURRICULAR ACTIVITIES

Transportation, which has been provided by the school or a school organization, is under the jurisdiction of the school. Conduct shall be in accordance with school standards. Teachers, coaches, and chaperones will be in charge of supervision. Students who are participants are not permitted to drive to those functions away from the school. **Adequate insurance coverage must be in effect on all modes of transportation.**

NEW

DRESS CODE

Sleeveless tops, such as spaghetti-strap tank tops must be covered. Shorts, dresses, and skirts must be under the middle fingertip, when arms are down. **Pajamas are not allowed as normal wear,** unless designated as school spirit wear, on designated days. Under garments such as tights or stockings do not excuse the fingertip guideline. Clothing is to be neat and in good taste. Pants and shorts are to be worn at waist level. Shoes or sandals must be worn. No advertising of alcoholic beverages, obscene, offensive or suggestive slogans, pictures or patches permitted. Spaghetti-strap tank tops, net tops, and muscle shirts are not permitted. Blue jeans and other pants with holes or slashes **above** knee level are not acceptable. No writing across seat of shorts or pants. An advisor or sponsor of any specific activity or function may impose additional guidelines.



NEW

ID BADGES

Student ID badges are to be worn at all times during the school day. Disciplinary procedures will be applied to students who do not have their school ID displayed.

IDs are in place to ensure the safety of all of our students and staff. Being aware of who is in the school building is a necessity in keeping our school safe and orderly.