



2025-2026
STUDENT & PARENT
HANDBOOK

925 Powder Springs Street SE. Smyrna, Georgia 30080

MISSION

One School, One Team, One Goal-Student Success

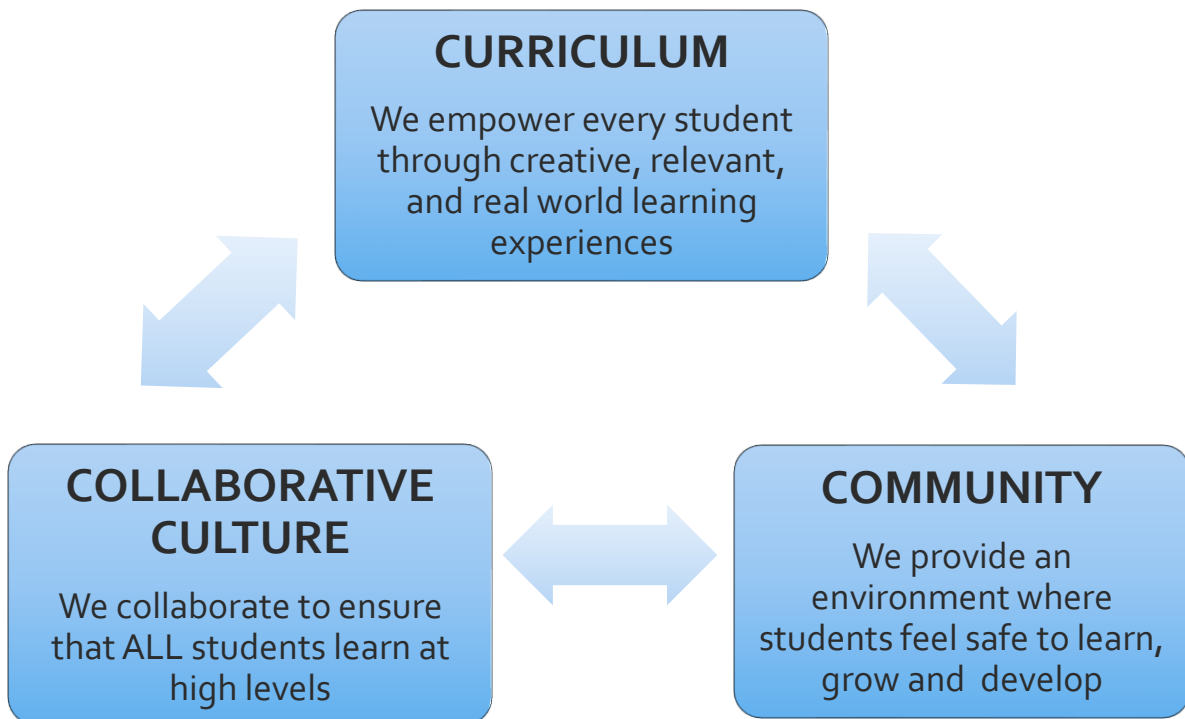
VISION

Every Student, Every Block, Every Day

CORE VALUES

Committed, Honorable, Strong

COLLECTIVE COMMITMENTS



About This Handbook...

The Campbell High School Student Handbook is designed to be an information source for students and parents. Included in this handbook are the most current policies for Cobb County School District, information regarding academic policies, schedules, student behavior expectations/consequences, and extracurricular activities.

Students are responsible for knowing the contents of this handbook and are responsible for any additional information related to local school or district policies throughout the school year and for communicating this information to their parents or guardians. For additional information on Cobb County School District policies, please go to <http://www.cobbk12.org>.

Note: The information contained in this handbook is subject to change or modification regarding policy and procedures adopted by the Cobb County School District or Campbell High School.

Disclaimer

Cobb County School District shall maintain their educational programs in compliance with all laws relating to non – discrimination. Procedures shall be established, and personnel shall be appointed within the school district to deal with student, parent, and employee concerns relative to the requirement of non-discrimination. (Policy JAA-R)

No person shall be discriminated against because of race, creed, national origin, religion, sex, age, or disability. Concerns may be directed to the proper authority at the Cobb County School District. Questions concerning policies and practices of an individual school may be addressed to the building principal or to the Cobb County School District, 514 Glover Street, Marietta, GA 30060.

ADMINISTRATIVE TEAM

Paul Gillihan.....	Principal
Dr. Tony Cobb.....	Assistant Principal
Dr. Jennifer Dorrough.....	Assistant Principal
Davana Silva-Rose.....	Assistant Principal
Josh Ford.....	Assistant Principal
Dr. Antwane Nelson.....	Assistant Principal
Dr. Jacinta Bouknight.....	Assistant Principal
Phillip Howard	Athletic Director/Assistant Principal
John Armour.....	Assistant Principal
Lisha Wood.....	IB Coordinator/Assistant Principal
Daniel Pinckney.....	Support & Services Administrator

SCHOOL COUNSELORS

Taisa Turner.....	Department Chair
Kimberly West.....	School Counselor
Dr. Brent Johnson.....	School Counselor
Rotarsha Jackson.....	School Counselor
Michelle Dotson.....	School Counselor
Dawn Holmgren	School Counselor
Yolanda Wright.....	School Counselor
Kathy Young.....	College & Career Counselor
Shirley Diaz-Brown.....	College & Career Counselor
Shirley Usher.....	Counseling Clerk
Sierra Saleem.....	Enrollment and Records Clerk

BELL SCHEDULES

REGULAR BELL SCHEDULE	
Report to Class	8:15
<i>1 minute warning bell</i>	8:19
1st Block	8:20-9:51
<i>1 minute warning bell</i>	9:57
2nd Block	9:58 - 11:28
<i>1 minute warning bell</i>	11:34
3rd Block	11:35 – 1:53
A Lunch	11:28 – 12:01
B Lunch	12:06 - 12:38
C Lunch	12:43- 1:15
D Lunch	1:20 - 1:53
<i>1 minute warning bell</i>	1:59
4th Block	2:00 - 3:30

45 MINUTE ADVISEMENT (Homeroom Before First)	
Report to Class	8:15
<i>1 minute warning bell</i>	8:19
Homeroom	8:20 – 9:05
<i>1 minute warning bell</i>	9:11
1st Block	9:12 – 10:30
<i>1 minute warning bell</i>	10:36
2nd Block	10:37 - 11:52
<i>1 minute warning bell</i>	11:58
3rd Block	11:59 – 2:17
A Lunch	11:52 - 12:25
B Lunch	12:30 – 1:02
C Lunch	1:07 - 1:39
D Lunch	1:44 – 2:17
<i>1 minute warning bell</i>	2:23
4th Block	2:24 - 3:30

45 MINUTE ADVISEMENT (Homeroom after 1 st)	
Report to Class	8:15
<i>1 minute warning bell</i>	8:19
1st Block	8:20 - 9:38
<i>1 minute warning bell</i>	9:44
Homeroom	9:45 - 10:30
<i>1 minute warning bell</i>	10:36
2nd Block	10:37 - 11:52
<i>1 minute warning bell</i>	11:58
3rd Block	11:59 – 2:17
A Lunch	11:52 - 12:25
B Lunch	12:30 – 1:02
C Lunch	1:07 - 1:39
D Lunch	1:44 – 2:17
<i>1 minute warning bell</i>	2:23
4th Block	2:24 - 3:30

EARLY RELEASE BELL SCHEDULE	
Report to Class	8:15
<i>1 minute warning bell</i>	8:19
1st Block	8:20-9:02
<i>1 minute warning bell</i>	9:08
2nd Block	9:09 – 9:51
<i>1 minute warning bell</i>	9:57
3rd Block	9:58 – 10:40
<i>1 minute warning bell</i>	10:46
4th Block	10:47 - 11:30

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Campbell High School reserves the right to adjust local school policy in the event of health-related and safety concerns, remote/virtual learning and face-to-face instruction due to effects of a pandemic.

Cobb County School District
Family Information Guide (FIG)
[5d859127808.pdf \(cobbk12.org\)](#)

ACADEMICS AND STUDENT LEARNING

SCHEDULING

During the fall and spring semesters, teachers will make core recommendations based on student progress and grades. Elective registration is typically held in November/December in which students will select 8 elective choices. After core and elective choices have been made, students will have the opportunity to preview their course selections/recommendations and submit changes for the upcoming school year. Scheduling changes and requests will only be honored during course preview.

HOMEWORK

Students should check the Cobb Teacher Learning System (CTLIS) so that they can stay on track with various assignments and assessments. Students are also encouraged to use personal calendars/agendas to record homework assignments and then to refer to the calendar each evening. Students should abide by policies located on teachers' syllabi.

GRADING

Student performance shall be recorded on the permanent record using numerical grades. Letter grades represent the following numerical grades:

A	90-100
B	80-89
C	74-79
D	70-73
F	Below 70

REPORT CARDS/PROGRESS REPORTS

Report cards are issued electronically every six weeks and are accessible through Synergy (Parent Vue and Student Vue). Printed report cards are no longer distributed. The 18-week grades are recorded on the student's academic transcript.

Conduct grades are given during each grading period and reported to parents on each progress report/report card. Conduct grades are related to the student's behavior within each class.

The following is a guide to conduct grading:

Satisfactory – Needs no correction
Needs Improvement – Needs some correction
Unsatisfactory – Needs repeated correction

*Note: conduct grades also contain specific comments that explain conduct coding application

GRADE POINT AVERAGE/QUALITY POINTS

A student's grade point average (GPA) is based on quality points awarded for each grade earned. All courses taken in high school impact the GPA whether the student passes or fails the course. Quality points are awarded as listed below:

QUALITY POINTS					
Regular Courses	Honors Courses (see course catalogue)	Advanced Placement (AP) & College/University Courses	International Baccalaureate (IB) Courses	4th & 5th Year World Language Courses	High Level Math and Science Courses (see course catalogue)
A = 4 Quality Points	A = 4.5 Quality Points	A = 5 Quality Points	A = 5 Quality Points	A = 5 Quality Points	A = 5 Quality Points
B = 3 Quality Points	B = 3.5 Quality Points	B = 4 Quality Points	B = 4 Quality Points	B = 4 Quality Points	B = 4 Quality Points
C = 2 Quality Points	C = 2.5 Quality Points	C = 3 Quality Points	C = 3 Quality Points	C = 3 Quality Points	C = 3 Quality Points
D = 1 Quality Points	D = 1.5 Quality Points	D = 2 Quality Points	D = 2 Quality Points	D = 2 Quality Points	D = 2 Quality Points
F = 0 Quality Points	F = 0 Quality Points	F = 0 Quality Points	F = 0 Quality Points	F = 0 Quality Points	F = 0 Quality Points

HONOR ROLL

Students with a weighted GPA of 3.50 – 3.99 and higher at the end of each academic semester. Principal's Honor Roll is 4.0 and higher.

HONOR GRADUATES

After the final computation of the grade point average, graduates shall be awarded "honor status" to students with a weighted GPA of 3.500 or higher only.

PROMOTION/RETENTION

CCSD Admin Rule IHE-R indicates promotion/retention criteria and is based on the number and type of credits/units a student has earned. Listed below are the requirements from IHE-R for promotion to each grade level:

- 10th grade: 5 units including one unit each of required English/Language Arts, Math, and Science.
- 11th grade: 10 units including two units each of required English/Language Arts, Math, and Science.
- 12th grade: 16 units including and entering 4th year in high school based on the 9th grade entry date.

Note: Students who are retained will remain in the same grade-level homeroom and must retake the failed classes needed for promotion.

GRADUATION REQUIREMENTS

The Cobb County Board of Education in conjunction with the Georgia State Board of Education offers one common set of high school graduation requirements for all students to earn a regular diploma. To receive a diploma, students must satisfy these minimum requirements:

SUBJECT	REQUIREMENTS
English	4 units , must include: 1 unit of Literature & Composition I, II, III, IV, or AP Language
Mathematics	4 units , Algebra: Concepts and Connections, Advanced Algebra, Geometry and a fourth math credit
Science	4 units , must include: 1 unit of Biology, 1 unit of Physics/Physical Science, 1 unit of Chemistry, Earth Systems, Environmental Science or an AP Course and 1 unit of a 4th science
Social Studies	3 units , must include: 1 unit of World History, 1 unit of US History, ½ unit of American Government, ½ unit of Principles of Economics
Health/Physical Education	½ unit of Health ½ unit of Personal Fitness
Career, Technical and Agriculture Ed and/or Fine Arts and/or World Language	3 units (any combination, although 3 CTAE units are recommended for a career pathway and at least 2 units of the same world language is required for college admission)
Electives	4 units
TOTAL UNITS	23 UNITS (Minimum)

(CCSD Admin rule IHF-R Graduation Requirements contains more detailed information and is available online).

COURSE EXTENSION

Occurs when students fail a course with a 60-69. Students complete Edmentum coursework before or after school within 10 days of the new semester to reach a 70. ****Teacher of record must sign and submit a grade change form to the appropriate administrator.**

CREDIT RECOVERY

Occurs when a student repeats the same course through CVA/GAVS/Edmentum (both courses are included on the transcript). Course is scheduled in Synergy and can be taken during the school day or before/after school. ****Courses do not meet NCAA requirements.**

DUAL ENROLLMENT

Dual Enrollment (DE) is a program that allows high school students in the states of Georgia to take college courses that can count for credit towards both high school graduation requirements and some college requirements. Eligible students must:

- Attend eligible public, private, or home school high schools in Georgia
- Be enrolled in 10th, 11th or 12th grade
 - 10th grade students can participate in DE by enrolling in eligible CTAE courses at a Technical College (TCSG)
 - If 10th graders have earned, in one sitting, either a 1200 on the SAT or a 26 on the ACT, they are eligible to apply for enrollment in any participating DE college and take any approved DE courses.
- Be a Georgia resident (no additional citizenship required)
- Meet college admissions requirements for their DE program
- Meet high school participation requirements specific to Cobb County:
 - Be on track for graduation
 - Be in good academic standing
 - Adhere to all the policies specifically stated in the Cobb County School District Local School Agreement (provided on the forms page of this site)
- Must not have already received a high school diploma

CAMPBELL ADVANCED PLACEMENT SCHOLARS PROGRAM (C.A.P.S.)

The Campbell Advanced Placement Scholars Program (C.A.P.S.) aims to prepare and celebrate the academic accomplishments of Campbell's high performing students who are not enrolled in our IB Program. C.A.P.S. seeks to encourage, recognize, and support high performing Campbell students as they enroll in Honors and Advanced Placement (AP) courses. The goal of C.A.P.S. is to encourage students to take these highly rigorous courses in order to prepare them for life and collegiate success.

SENIOR MINIMUM DAY

Students classified as seniors and having completed sufficient hours to provide for one unit above the total needed to meet graduation requirements may enroll in the Minimum Day program during the spring semester **only**. It is not permissible for a student to enroll in Minimum Day and in Mentorship in the same semester. Seniors who choose Minimum Day must provide proof of transportation prior to Minimum Day approval and must be off school premises when not enrolled in a Campbell High School class. Failure to adhere to requirements may result in student removal from Minimum Day Program. Students should contact their counselor if there are questions.

WORK-BASED LEARNING

Work-based learning (WBL) is a course that enables students to participate in a mentor-supervised, on-the-job training experience for career awareness and exploration. Students select a specific career field or industry's entry level job in which to participate. Students who meet the requirements to participate in the work-based Internship program are expected to leave campus at the designated time to report to their places of employment. Internship students are required to check-out with their instructor.

STUDENT MENTORSHIP CLASS

Mentorship is a class offered for juniors and seniors on track for graduation. Students must have a 3.0 minimum GPA, administrative approval, good attendance, meet the minimum tardiness requirement and must not have had ISS, or OSS the previous semester. Students may only mentor twice in their high school career. Students cannot abuse mentorship privileges to assist other students and must remain in their assigned location unless directed otherwise by a faculty member.

ASSESSMENTS/TESTING

Assessments are a vital part of measuring student progress and guiding instruction. Throughout the school year, students will participate in a variety of assessments, including classroom quizzes and tests, district interim assessments and state mandated exams.

Advanced Placement Exams

AP Exams are administered each May and are graded on a 1 to 5-point scale. Generally, students who take an AP Course in high school take the AP Exam in that subject.

End-of-Course Exams

Students enrolled in Algebra: Concepts & Connections, Literature & Composition II, US History, and Biology take state-mandated End-of-Course Exams. These tests account for 10% of the final course grade. End-of-Course exam scores are posted on students' transcripts.

Georgia Department of Education reserves the right to alter exam requirements.

Interim Assessments

Interim Assessments are designed based on the CCSD Instructional Frameworks to ensure the assessment is an extension of learning. They are aligned to CCSD priority standards. Interim Assessments are given at the end of a unit or quarter.

Final Exams/Assessments

Comprehensive final exams are required for all courses:

- Non-EOC-high-school courses final exams count for 10% of a student's final grade
- In EOC courses, the EOC shall count as the final exam and count 10% of the student's final grade.
 - *Note:* This policy applies to all high school courses including those taught in middle school.

Students are not permitted to take final exams early. If a student must miss a final exam, prior approval must be obtained from the principal. Students that miss a final exam will receive a **zero** on the exam. Approved missed exams must be made-up within **the first 10 days of the next semester**. During exam administration, students must remain in class and will not be allowed to leave early. In case of illness, students may be tested after the scheduled exam period with administrative approval. It is the responsibility of the student to make arrangements with the administrator in charge to make-up final exams.

EXAM EXEMPTION POLICY

Cobb County School District does not allow exam exemptions.

CAMPBELL HIGH SCHOOL ACADEMIC INTEGRITY POLICY

The following are considered scholastic dishonesty in schoolwork and will be disciplined:

- A. Taking information of any form into a test situation for the purpose of responding to test items.
- B. Plagiarism – Using the ideas or words of others without proper documentation, this includes all forms of artificial intelligence (AI) including ChatGPT.
- C. Copying the work of others when the copied material will count as part of the semester grade.
- D. Using online translators or language produced by tutors or native speakers for any class assignment (unless authorized by the teacher).
- E. Use or display of a Meta AI glasses or cell phone during testing. Teachers cannot be expected to determine why the cell phone is out; therefore, all use or display of cell phones (or any unauthorized technological device) is considered cheating.
- F. Letting another student see one's own paper during an exam, test, or quiz.
- G. Looking at another student's paper during an exam, test, or quiz.
- H. Using any kind of "cheat" notes during the exam, test, or quiz for assistance.
- I. Talking with another student during an exam, test, or quiz. Teachers cannot be expected to determine the content of a private conversation between students, therefore, all talking during tests is considered cheating.
- J. Fabricating or altering science laboratory data.
- K. Giving and receiving test information to other students in other periods of the same teacher and/or the same course in or out of class.
- L. Taking test questions (complete tests, answer key, teacher's edition) to aid in later test situations (administrative referral).

M. Selling, buying, or using papers written by another party (administrative referral).

Disciplinary procedures for cheating will include the following:

1. Individual teachers may handle disciplinary actions in situations A through K listed above.
2. Mandatory actions by teachers will include the following:
 - Assignment of a zero for that grade
 - Teacher/student conference
 - Parent notification (teacher will notify)
 - Discipline referral for academic dishonesty

Teachers will refer situations L through M above that involve taking test questions and selling, buying, or using papers written by another party to the appropriate Administrator. The teacher will include the following:

1. Assignment of a zero for that grade until reassessment has occurred.
2. Teacher/Parent/Student conference

*Students that are in the International Baccalaureate (IB) program fall under the magnet contract.

Additional Note on Academic Integrity: Once a cheating incident has occurred and the teacher has discussed the matter with the student and parent, the teacher should refer the student to the appropriate administrator. After the first offense, all subsequent offenses must be directed immediately to the appropriate administrator for action. Furthermore, the National Honor Society and other organizations do not allow membership by students who have cheated. Finally, incidents of cheating are cumulative over the student's high school enrollment.

STUDENT BEHAVIOR AND DISCIPLINE

DISCIPLINE PROCEDURES

The CCSD Manual of Administrative Rules will be included in a 2025-2026 Family Information Guide located on the school district website along with the Student Handbook. Students, parents and guardians are encouraged to read this information carefully. The JCDA-R Student Code of Conduct will be posted on the school website for students.

Students are expected to review the Student Code of Conduct. Further information may be obtained at: <https://media.cobbk12.org/media/WWWCobb/medialib/f67e1628175.pdf>

DISCIPLINARY MEASURES FOR GENERAL MISCONDUCT

Parents may also find the JCDA-R Student Code of Conduct online at <https://media.cobbk12.org/media/WWWCobb/medialib/f67e1628175.pdf>.

Disciplinary actions taken for misconduct are progressive in nature and will be determined by the appropriate administrator based on the circumstances of the specific infraction and the student's previous disciplinary conduct. If a student is in the company of someone who is in violation of a

behavioral policy, that student may be treated as if she/he is in violation of the policy. These rules apply 24/7, 365 days a year when/where a Campbell student represents Campbell, or on school property. A general guideline of disciplinary actions follows. These rules are found at www.cobbk12.org under Administrative Rule JCDA-R.

DISCIPLINARY OPTIONS

Conference/Warning

A verbal or written warning issued following minor misconduct. This may include a private conference with the student and/or parent to address concerns and review expectations.

Lunch Detention

Assigned for continued or moderate infractions. Students report to a designated area during their lunch period to reflect on their behavior and complete any assigned tasks.

Saturday School

Assigned for more serious or repeated infractions. Students attend a supervised session on Saturday to complete academic work or participate in behavioral reflection activities. Attendance is mandatory once assigned.

In-School Suspension - In-School Suspension has been established as a measure to keep students in school while they are being disciplined for serious offenses. Strict state and county policies govern the ISS program. The student is made aware of these policies prior to his reporting to ISS. Students are given the opportunity to obtain all class assignments before entering the ISS program. It is the student's responsibility to ensure all work is made-up. Students cannot participate in school activities such as athletic events, club competitions, drama, band chorus, or orchestra performances during days serving ISS.

Out-of-School Suspension – Suspension is the strongest statement the local school makes in expressing disapproval of misbehavior. Suspended students will be permitted to make up their work, which will be due the day the student returns from suspension. Suspended students are not permitted to participate in or attend any extracurricular events. Excessive behavior infractions may result in placement in the alternative Education Program. Teachers will provide work for OSS infractions for five or more days.

STUDENT SEARCHES

Administrative Rule JCAB-R

The CCSD endeavors to provide a safe and secure environment for all students. The CCSD authorizes reasonable searches of students directed to that end by authorized school officials. Searches based on reasonable suspicion may proceed without hindrance or delay, but they shall be conducted in a manner that ensures that students are not arbitrarily stripped of personal privacy. The principal of each school or designated administrator possesses the authority to conduct inspections of students' lockers, articles carried upon their persons and vehicles. Such searches shall be based on a reasonable suspicion of the presence of deleterious items, but not limited to bombs, handguns, or other dangerous weapons, contraband drugs, alcohol, tobacco, stink/smoke bombs, hidden noisemakers and water guns. In the event the search of a student's person, his

personal possessions, his locker, or vehicle reveals the student is concealing material, the possession of which is prohibited by federal, state, or local law, local law enforcement authorities shall be notified so they may take appropriate action, in addition to administrative response.

Cobb County School District Administrative Rule JCDB-R Student Dress Code is the standard for Campbell High School. The rule in its entirety is on the CCSD website in the board policies. To maintain a respectful and distraction-free learning environment, all students are expected to follow the “4 B’s” guideline for appropriate attire. This means the following areas should always be covered:

1. Boobs
2. Belly
3. Butts
4. Bandanas are not permitted as part of school attire or accessories.

ATTENDANCE PROCEDURES

CERTIFICATES OF ATTENDANCE-TEEN DRIVERS

Certificates of Enrollment may be requested before or after school in the Attendance Office. There is a \$2.00 processing fee. Certificates can be picked up after a 48-hour initial request, before or after school only. The certificates are good for 30 days only.

ABSENCE NOTES

When a student is absent, he/she must bring a written statement from his parent or guardian stating the reason for the absence. Students must present a parent note or medical note at the attendance office before or after school within **three days of returning to school**. If a student misses several days in a row, one note will be acceptable for all days missed. Notes must be legible.

Notes must include:

1. The note must include the following: student’s name, grade, first block teachers name: date(s) of absence, reason for absence, parent signature, and phone number where a parent can be reached.
2. Failure to present notes (or documentation) without the above information may result in an unexcused absence.
 - a. *Note:* Email is the *preferred* method of communication for absence notes.

EXCUSED ABSENCES/UNEXCUSED ABSENCES

The Georgia State Board of Education states that students may be temporarily excused from school for the following reasons: (1) personal illness (2) death or serious illness in the immediate family (3) recognized religious holidays observed by the student’s faith (4) absences mandated by order of government agencies, and (5) conditions, which render school attendance impossible or hazardous to the student’s health or safety. No phone calls will be accepted to excuse a student’s absence(s). The student has three school days to clear an unexcused absence.

LATE ARRIVALS

If arrival at school is between 8:20 - 8:30 AM, students should obtain a pass at the tardy station closest to the students' first period class. If arrival is after 8:30 AM, the student should report to the attendance office to sign-in and receive an admit slip. Students have three school days to bring a note of excuse. After the three days, the tardy or absence is marked unexcused. Continual tardiness will result in disciplinary action.

CHECK-OUT POLICY

Parents (or their designee) must come to the attendance office to pick up students. Anyone picking up a student must be on the student's emergency contact list, and the person must show a photo ID. If a student returns to school, he/she must sign in again through the attendance office.

Students must be present at least half of the day to be eligible to participate in extracurricular activities. To be counted present, a student must check in before 12:00 PM or may not check out until 12:00PM. There will be no checkouts after 2:45 PM. **Notes requesting early checkout are not permissible.** If a student must leave school for an appointment or otherwise emergency, and they drive or walk, their parents may call the attendance office anytime the day of the dismissal and give all the required information to the attendance clerk so that a student may pick up a dismissal slip. The attendance office will then call the student at the time requested by the parent. The student then is required to come to the attendance office to pick up a dismissal slip. Should the student return, in the same day, they are to sign back in at attendance before going to class. As a courtesy to our parents, they may also call to have their student waiting for them in the attendance office if they are coming to the school to check them out.

Note: If a student is present in school for any part of a day and a long-term assignment is due in any class that day, the assignment must be given to the teacher in person before the student checks out. A grade of zero may be given if this procedure is not followed.

Additional Note: On special occasions, it may be necessary for the administration to require parents/guardians to check out their students in person. Students will be notified in advance if this policy should be necessary.

EXTENDED ABSENCES

After a student has missed **four consecutive days** due to illness, the parent or guardian should contact the counseling office to request make up work. Work may be picked up 24 hours after making the request. Long-term absences may require a homebound teacher. Requests for consideration of extended absences due to family trips/activities must be submitted in writing to the principal, prior to the absences. If approved, the absences will be considered unexcused, but the opportunity for make-up work will be available. Make-up work should be picked up in the Attendance Office.

Note: For homebound/hospital situations, please contact the counseling department about procedures.

MAKE-UP WORK

Make-up work policies are listed on teachers' syllabi. Students are expected to make-up all coursework missed during an absence. It is the student's responsibility to find out what work was missed and to turn it in to his/her teachers. Students should check with individual teachers for policies regarding make-up tests.

NOTIFICATION OF EXCESSIVE ABSENCES

When a student has been absent **five (5) and seven (7) days** in a particular class, the classroom teacher will contact the parent/guardian. When a student has been absent for **ten (10) days**, a letter will be mailed home regarding the absences and the social worker will attempt to make contact and the student will be withdrawn.

TARDIES TO CLASS

Tardiness to class is a disruption to instructional time. Any student who is tardy to class will be given a tardy pass and assigned an administrative consequence, including but not limited to suspension.

All students who arrive at school after 8:30 (and not on a bus) must go to the attendance office to check-in and get a pass.

TARDY TO CLASS – 10 MINUTES OR LESS

All students less than 10 minutes late to class are expected to enter class with a pass from the closest LAS machine. Students will not be allowed to enter the classroom late without a pass. See the tardy consequence chart below for excessive tardies.

TARDY TO CLASS – OVER 10 MINUTES

Students who are over ten minutes late to class are considered skipping. Teachers will enter an Unexcused Tardy in Synergy to send an immediate communication to parents in ParentVue. The teacher will then write a referral for skipping by the end of the day.

TARDY TO 3rd Block & COMING BACK FROM LUNCH MORE THAN 5 MINUTES

Students who are late coming back from lunch are considered skipping. Teachers will enter an Unexcused Tardy in Synergy to send an immediate communication to parents in ParentVue. The teacher will then write a referral for skipping by the end of the day.

WITHDRAWALS

Students withdrawing from school for any reason should report to the main office to complete the proper forms. The student must be accompanied by a parent or guardian or bring a signed note stating the reason for withdrawal, the new home address, and/or the new school's address. This should be done the day before the last day the student will be in school. All books, technology and learning resources must be returned, and fines or fees paid to clear the records.

Students that have accumulated ten (10) or more consecutive days of unexcused absences will be Withdrawn.

COLLEGE VISIT PROCEDURES

A parent note outlining the destination and dates the student will be absent must be turned in to the Attendance Office at least five school days before the absence. For absences to be considered excused, official documentation from the institution including dates and times of tours, appointments with admissions counselors, etc., **must** be turned into the Attendance Office when the student returns to school. Brochures and campus maps will not qualify as appropriate and sufficient documentation for a college visit.

SCHOOL PROCEDURES

HEALTH PROCEDURES

Students are expected to observe CCSD district health and safety recommendations and guidelines in all environments during school-related activities.

BUS CONDUCT/TRANSPORTATION

Maintaining proper conduct while on the school bus is the responsibility of the student. Students will observe the same code of conduct as they would on the school campus. Serious or continued misconduct will result in disciplinary action and may include suspension from the bus. Students must board the bus at their assigned bus stop.

In accordance with CCSD policy, students may be transported from and returned to their residences only. Students may ride a different bus other than their own only in **emergency situations** if they have a written request from their parent/guardian approved prior to **noon** through the bus administrator.

The following procedures are to be followed concerning such a request:

- A. The written request should contain the following information: the student's name, date, bus number they are going to ride, parent or guardian signature, telephone number where note can be verified by the front office.
- B. Students should bring their requests before the school day starts to the front office to receive a special bus pass for that day. Automatic approval for a special bus pass may not be granted if the student has exhibited prior misconduct while riding any bus.
- C. Late bus passes will be issued beginning at 8:15AM each morning and students are expected to be in class no later than 8:25AM.

SCHOOL BUS CONDUCT

Safety rules and regulations have been developed to assure all students eligible to ride the bus of their rights, but it is also their responsibility to follow these rules. When rules are broken, the privilege of riding the bus will be restricted. The behavior of students on school buses is considered an extension of classroom behavior. Maintaining proper conduct on the bus is the student, parent, bus driver and school officials' responsibility. Students shall observe the code of conduct established by the Cobb County Public Schools as outlined on the CCSD website.

(CCSD Code of Conduct: <https://media.cobbk12.org/media/WWWCobb/medialib/f67e1628175.pdf>.)

CAFETERIA/LUNCH PERIOD

Campbell High School's cafeteria uses a computer system that allows parents to pay in advance for student lunches. Students must memorize their Cobb County ID number (six digits) in order to use their cafeteria accounts. Students can deposit money in their accounts any time. Students should not share ID numbers with any other student. Extra food will be sold as a cash only sale if there is no money on the account. **High school students may not use a credit card to purchase food at any time.** Parents may monitor their students' lunch purchases at [My Payments Plus](#).

Students may apply for free or reduced lunches via the **online application form** given to them in their student folders. Students are provided with the opportunity to eat breakfast in the cafeteria in the morning, but when the 8:15AM bell rings all students need to report to their first block class. Only students eating breakfast and/or with a valid bus pass can remain in the cafeteria after 8:15AM. During lunch, students must stay in the cafeteria or other approved supervised areas. Students must have a pass from a teacher to leave the cafeteria during lunch.

Online applications for free and reduced priced lunches are accepted any time during the school year. Students will follow procedures as instructed by dining hall staff.

CAFETERIA BEHAVIOR

Students are expected to display **appropriate behavior** in the cafeteria. Students must report directly to the cafeteria and be there until dismissed by the appropriate bell. Seniors are permitted to sit and eat in the senior courtyard only.

Students are responsible for following the guidelines below:

- Be on time
- Do not cut in line
- Clean up after themselves and dispose of all trash, including trays, food and drink cartons, in garbage cans
- Do not take food or drinks outside the cafeteria/lunch area.
- Outside food deliveries are not permitted
- Do not leave the campus during lunch
- Do not leave the cafeteria without a pass from an administrator or teacher

OUTSIDE FOOD DELIVERIES

For the safety and security of all students and staff, outside food deliveries (including from services such as Doordash, Uber Eats, or individual deliveries from family or friends) are strictly prohibited during the school day.

ELECTRONIC COMMUNICATION DEVICES/PHONES

Electronic devices for personal communications may not be used during instruction or at any time that disrupts activities or may be subversive to the school environment's good order.

Students cannot use, display, or turn on electronic communication/music devices during instructional class time without teacher permission. Students who violate this policy will be subject to disciplinary action.

Earpieces, including headphones, buds, etc. may be used during class changes and in one ear only. This will ensure that students can hear adult directions, as needed.

Note: Office phones may be used for emergencies and with the permission of adult office personnel only. Students should report to a teacher, counselor, or the clinic for emergencies that require a telephone.

LOST ELECTRONIC DEVICES/PHONES

The school is **NOT** responsible for searching/investigating the loss of or theft of electronic personal items. It is the student's responsibility to ensure that personal items are always secured and not left unattended.

TECHNOLOGY USE (IFBG-R Internet Acceptable Use)

Principals and Administrators will inform students and employees of the responsibilities associated with use of the CCSD technology policies. To this end, Administrative Rule IFBJ-R (Internet Acceptable Use) and Board of Education Policy IFBGE (Internet Safety) are included in the Family Information Guide. [5d859127808.pdf \(cobbk12.org\)](https://www.cobbk12.org/files/5d859127808.pdf)

Any attempts to harm, modify, destroy or otherwise change the district's data and technology should be reported to appropriate district authorities. Staff will refer to District Administrative Rules governing employee and student conduct, including Rule IFBJR (Student Conduct: Codes of Conduct), when addressing inappropriate use or abuse of District technology privileges.

Students: Students will adhere to all policies, Rules and regulations issued by the District and their respective school.

PENALTIES FOR PROHIBITED USE OF CCSD NETWORK

Students and employees who violate district/school policies, rules or regulations governing the use of the District's technology and network resources may have their network privileges suspended or revoked and will be subject to District Administrative Rules applying to employee and student conduct including, for students, the provisions of the appropriate District Code of Conduct (Rules JICDA-E, -M, or -H).

EMERGENCY DRILLS

Fire drills will be held monthly. The warning is a continuous ringing of the fire alarm. Students are expected to quietly file out of the building to a designated area. Code Red Drills, Take-cover and drop drills will also be conducted periodically. Students must remain quiet and comply with their teacher's directions.

FINES AND FEES

All fines and fees must be paid prior to students withdrawing or graduating from Campbell High School. A student's final transcript/report card will not be released unless all fines and fees have been reconciled. Seniors with outstanding fines and fees will not be permitted to participate in commencement exercise until fines and fees have been reconciled.

FIELD TRIPS/PERSONAL FIELD TRIPS

Any time a student leaves campus on an official school trip, signed parental consent must be given. If the trip causes a student to miss another class, it is the student's responsibility to inform the teacher and arrange for any make-up assignments to be completed by the specified date.

Recognizing that parents may desire to take students on a non-school sponsored trip, the administration does not want to penalize a student who might be able to avail him/herself of an educational experience outside the classroom. In compliance with state regulations, the administration must consider such absences as "unexcused," but students can make up their work upon return. This provision can be offered only to students who request such approval in advance of the proposed absence. Written requests should be made to the pupil personnel clerk in the attendance office.

HALL PASSES

Students who leave a class for any reason are responsible for obtaining a school pass from their teacher; this includes students being checked out of school. The pass should include the date, time, and destination. To ensure student safety and accountability during instructional time, our school uses a color-coded hall pass system. All students must have a visible pass when outside of the classroom.

AREA	PAPER PASS COLOR	LANYARD COLOR
200 Hall & Rooms 115,113	Orchid	Purple
300 Hall & Rooms 111, 109	Light Green	Light Green
400 Hall & Rooms 101-107	Light Blue	Red
500 Hall, Tech Lab, LC & Counseling	Goldenrod	Black
600 Hall & Rooms 701, 702	Pumpkin	Orange
800 Hall & Rooms 703-706	Neon Yellow	Yellow
900 Hall	Light Pink	Light Pink
1000 Building & Blackbox	Light Yellow	Light Yellow
2000 Building	Lunar Blue	Royal Blue
3000 Hall & 3100 Hall	Fuchsia Pink	Hot Pink
3200 Hall	Light Blue	Light Blue
Wills, ROTC, Band, Chorus & Orchestra	Neon Green	Green
Nurse, Ms. Romero, Attendance & Front Office	Pumpkin	N/A

Students who wish to leave the cafeteria during lunch to work in the Learning Commons must sign-in upon entering the Learning Commons or remain in the cafeteria. Students who wish to return to their assigned classroom from lunch must obtain a pass before coming to the cafeteria. Policy may be adjusted at any time for health or safety reasons.

Students are not allowed to visit classes they are not assigned to during the instructional day.

LOST AND FOUND

Personal belongings found during the school day will be placed in a container in a designated area in the main office. Students may complete a lost/missing item report with campus police for items of value.

PARKING/AUTOMOBILES – FEES AND POLICIES

Each student who chooses to park a vehicle on campus, in the designated student parking area, must purchase a per-semester parking permit. The CCSD Public Parking Permit Application and Vehicle Registration Form (12-92) will be used to advise students and parents of rules and regulations. Students will be assigned a designated parking space for the semester. They are not guaranteed to have the same lot and/or space both semesters. Students will be expected to park in their assigned spaces each day to avoid receiving a ticket from our police officers.

One-day parking will be limited to seven days per semester and is subject to the same rules and regulations as stated on the Parking Permit Application. One-day parking passes are available from the bookkeeper/front office before the school day for a fee. Detailed information regarding Student Parking can be found on the Campbell High School webpage.

www.cobbk12.org/campbellhs/page/649/parking

TEXTBOOKS, FINES, AND FEES

Students are responsible for returning textbooks in the same condition as issued. If a book is not returned, or is damaged, the student will be charged the cost of the book. All fines and fees must be paid prior to the student's withdrawing or graduating from Campbell High school. A student's final transcript/report cards will not be released unless all fees and fines have been reconciled.

Digital Textbooks will be available through the CTLS.

SCHOOL ISSUED LAPTOPS

CCSD makes laptops available to all students to be used for instructional purposes. These devices are considered an extension to textbooks and are expected for daily use. Students must use these devices to access daily course instruction and written assignments. Laptops should be charged and ready for daily use. Inappropriate use of CCSD-issued laptops will result in consequences.

VENDING MACHINES

Vending machines, available for student use, are located throughout the school. Students should dispose of all trash in an appropriate manner. No food or beverages are allowed in classrooms unless permitted by the teacher. Refunds will not be given for any money lost in the machines.

VISITORS

Only those who have legitimate school business may visit Campbell's campus. Parents must have appropriate ID and are welcome to participate in announced classroom visits. All visitors must check in at the front office or attendance office. Instructional time will not be interrupted for conferences. (According to CCSD Policy JV) All persons wishing to visit Cobb County School must contact the school principal, or his/her designee prior to, or immediately upon entry of school property. The person must obtain written permission to visit any part of the school. The principal may grant permission at his discretion in accordance with school operations. The presence or visitation of unauthorized persons in and about school system facilities or properties may constitute trespassing and may subject visitors to criminal prosecution under the laws of the State of Georgia. A student or employee may not have an unauthorized visitor in class. Visitors with prior appointment may be allowed access to the counseling office.

STUDENT ARRIVAL TIME/DISMISSAL

Students may not arrive earlier than 7:30 A.M. unless they are attending a scheduled tutorial session or teacher supervised club/activity. All students who arrive between 7:30 A.M. and 8:15 A.M. should report directly to the cafeteria without detouring to classrooms. Students may not leave campus once they arrive. When the 8:15 A.M. bell rings, students need to report directly to first block. Students must exit the building by 3:45 P.M. each day unless under the direct supervision of a teacher or coach. Any student remaining on campus to attend tutoring, a club meeting or athletic practice, should report directly to the appropriate teacher or coach. Campbell students who are not staying for a scheduled activity are expected to exit the building at school dismissal. To ensure the safety and security of our students, students are not allowed to remain in the building to wait for their rides. The campus police officers will cite students for trespassing and can press charges against students who are found in unauthorized areas after school hours.

SCHOOL CLINIC

The Clinic is at the intersection of the 600 and 700 Hallways. The hours when the school nurse is available are 8:00AM–3:00 PM. Students must have a pass from a teacher or an administrator to go to the clinic.

ACCIDENTS

Any accidents or student injuries should be reported by the classroom teacher immediately. The nurse should be immediately notified.

FIRST AID and OTHER MEDICAL ASSISTANCE

Students needing minor attention should report to their teacher and get a pass to the clinic. If a student needs to go to the clinic during lunch, they should get one from an Administrator in the cafeteria.

Note: Student drivers being checked out through the clinic with complaints of headaches, migraines, vomiting, feeling dizzy or lightheaded, eye concerns, fever over 100.7, pain or an injury will not be allowed to drive themselves home. A parent/guardian or designated emergency contact (on file with the school) must come and pick up the student.

**NO EXCEPTIONS WILL BE MADE.*

MEDICATIONS

A school employee or trained clinic worker will, with written permission from the child's parent/guardian, assist the child in taking prescribed medication. Prescription drugs must be kept in the clinic in the original container, bear the name of the patient (student), the name of the physician prescribing the medication, and the name of the pharmacy filling the prescription. Controlled medications (ADD, ADHD, Pain medications) must be brought to the clinic by a parent/guardian. Students are not allowed to bring these medications to school themselves. They must be in the original container, bear the name of the patient (student), the name of the physician prescribing the medication, and the name of the pharmacy filling the prescription. Students who are found with these or other Controlled Substances will be found in violation of Administrative Rule JCDA-H.

QUESTIONS AND ANSWERS (MEDICATIONS AND HEALTH CARE AT SCHOOL)

1. Does the school provide medications?

No, the school does not provide medication. Medication must be brought to the school clinic by the parent/guardian. An "Authorization to Give Medication", Form JLCD-2, must be completed and filed with the School Clinic.

2. May the parent/guardian bring and give medications to their student?

Yes, a parent/guardian may come to school and give their child medication. They should come to the school clinic where their student will be called from class.

3. Where can I find authorization forms?

Authorization forms are found in the school clinic, or online. To find forms online go to www.cobbk12.org. Locate "General Info", and then click on "Student Health Services". Left hand side of page Click on "My Student Needs Medicine at School". Print and complete Authorization form and return to clinic along with the medication.

4. Why do medications have to be in the original container?

The original container provides information from the manufacturer about over-the-counter medications, including the name of the medication, the proper dose, how the medication should be given, how often the medication can be given, possible side effects, and when the medication is no longer effective (an expiration date).

The original prescription container includes the name of the medication, the patient's name, the prescribing licensed health care provider, the proper dose, how and when it should be given, how long the medication should be given, when the medication expires, and the pharmacy where purchased. All of this information is necessary for the School Nurse to administer medication in a safe manner.

5. What if my child's medication or dosage changes?

Parents/guardians must inform the School Nurse of any medication changes. New medication or different doses will not be given unless the parent completes a new medication form. The information on the prescription bottle label must match the new consent form.

6. May my child carry over-the-counter medication at school?

High school students may carry any over-the-counter medication and do not need to complete an "Authorization to Carry Over-the-Counter Medication." Students may not share any medication, whether over the counter or prescription, with others. Doing so could be a violation of the Student Code of Conduct and could also result in the student losing his/her privilege of carrying medication on his/her person.

7. Can my child take herbal medication at school?

No. Over-the-counter diet pills, vitamins, dietary supplements, Including minerals or herbs will not be given.

8. Can my child carry his asthma inhaler at school?

Yes, students may carry inhalers, EPI-pens or insulin with a completed "Authorization to Carry Prescription Medication" Form JLCD-10 on file in the clinic.

9. Can my child carry an EpiPen, insulin or asthma inhaler at school?

Yes, students may carry inhalers and EpiPens or insulin with a completed "Authorization to Carry Prescription Medication" Form JGCD-10 on file in the clinic.

Medical Marijuana

Medical marijuana is considered contraband just as any other controlled substance outlined in the CCSD code of conduct and should not be on campus. Students should not be in possession of medical marijuana. Those found in possession will face the same consequences as possessing marijuana in school as covered under the controlled substance discipline policy and student code of conduct.

LEARNING COMMONS

LEARNING COMMONS HOURS Monday – Thursday 7:30 AM-4:00 PM

- Students may use the Learning Commons before and after school; students may also visit the Learning Commons during lunch provided they have a pass.

BOOK CHECK-OUT PROCEDURES

- In case of damaged or lost materials, students and staff will be assessed a \$15 replacement fee.
- Students may check out up to three resources for three weeks.
- There is a \$.10 per day fine for all materials not returned by the due date.
- Students are encouraged to pay outstanding fines in a timely manner. The Learning Commons staff will make every effort to create a payment plan to ensure continued access to educational resources.

PRINTING IN THE LEARNING COMMONS

- Paper is provided by the Learning Commons to all teachers and students.
- Students may print up to five pages free per media center visit. There is a \$.10 per page fee for printing over the five-page limit.
- Color printing is \$.25 per page—limit five pages.

HOME/SCHOOL COMMUNICATIONS

SCHOOL WEBSITE

Students and parents/guardians are encouraged to check the Campbell High School website account often. You may access the Campbell website through the CCSD website.

COMMUNICATION (HOME/SCHOOL)

The CCSD recognizes that the delivery of information to the home is a responsibility that must be shared by school personnel and students. Parents should provide valid daytime contact numbers and an email address and are encouraged to include an additional adult(s) on the contact list.

School personnel shall be responsible for making reasonable effort in the communication process, including e-mail, written messages, and telephone calls and messages, to bring particular attention to situations where the educational welfare of students may be in jeopardy.

The Campbell administration strongly encourages students and parents to communicate their concerns to teachers as soon as a problem becomes evident. If a student has a concern or a problem in a class, the student should follow these steps to resolve the issue:

- The Cobb Teaching and Learning System (CTLs) will be used for primary communication for student learning as a virtual resource. <http://cobbctls.com/>
- The student should schedule a meeting with the teacher. If the issue is not resolved, the student and parent/guardian should schedule an appointment with the teacher.
- If the problem persists, the parent/guardian and teacher should contact the main office to schedule an appointment to meet with the student's administrator.
- At any time, parents/guardians may access their student's grades through ParentVUE, an online report. For more information on ParentVUE, or if the parent has trouble logging in or accessing ParentVUE, they should contact the main office.

STUDENT ACTIVITIES

ATHLETIC/EXTRACURRICULAR ACTIVITIES

Students are encouraged to take an active part in student clubs and organizations. All organizations must be approved by the principal and sponsored by a faculty member. A staff member must be present at all meetings and activities. **All club activities, including fundraisers, must be approved at least two weeks prior to the event by the principal.** Students who receive ISS/OSS within two weeks of a school wide activity may not be allowed to participate in that activity. Activities include dances, prom, athletic games, pep rallies, or any other school-wide assembly. Students participating in extracurricular activities must be picked up no later than 15 minutes after the end of the activity. Failure to do so may result in not participating in future activities. **Students who are suspected of any gang-related behaviors or found guilty of any gang related charges on campus or off campus will not be permitted to participate or attend any after school activities such as athletic games, dances etc.**

GUIDELINES FOR PARTICIPATION IN EXTRACURRICULAR ACTIVITIES

Participation in interscholastic/extracurricular activities in public schools is a privilege. Students will be required to sign a Campbell High School Conduct Statement and Drug/Alcohol Statement (see Policy JJICA Policy addendum). Eligibility requirements are set by the state, and all students involved in any GHSA-sponsored extracurricular activity must meet state requirements. The State Board of Education, to encourage students to stay on track for their graduation requirements, has adopted a policy that regulates student participation in activities.

Students involved in extracurricular activities enjoy high visibility and serve as role models for younger students in our school. Therefore, Campbell High School expects its students to act in accordance with their positions as representatives of the school at all on-campus and off-campus

activities. Any discipline infraction two weeks prior to a school wide activity will result in the student not being allowed to participate in the activity. Excessive unexcused tardies beyond five per semester will result in the loss of parking privileges and participation in school-wide activities including school dances, prom, athletic games, and school-wide assemblies. A student who uses or possesses illegal drugs or alcohol, on or off school property, shall be suspended from interscholastic/extracurricular activities in compliance with CCSD Administrative Rule JJICA. A student who is arrested for or charged with, a misdemeanor involving moral turpitude, or a felony shall be automatically suspended from interscholastic/extracurricular activities. The student shall remain suspended from these activities until the matter is resolved in favor of the student.

CCSD STUDENT ATHLETES' PARTICIPATION STANDARDS: JHEA STANDARDS

The CCSD recognizes the significance of extracurricular activities at the high school level. In order to assure that students' participation in these activities is in line with their progress toward high school graduation, the following standards shall be observed for student participation in all high school extracurricular activities. (For the purpose of this policy, extracurricular activities include athletic and competitive teams sanctioned by the GHSA including cheerleading, debate and one-act plays.)

- A. Students must meet all academic eligibility requirements as outlined under "Guidelines for Participation in Extracurricular Activities."
- B. Students who wish to participate on an athletic team must have a physical exam performed by a licensed physician prior to participation. Physicals are current for one calendar year. Completed physical exam forms should be turned in to the athletic coordinator. Students must also submit proof of adequate insurance coverage.
- C. Students are not eligible to participate in a GHSA-sanctioned activity after their eighth semester in high school.

DRUG/ALCOHOL POLICY FOR INVOLVEMENT IN EXTRACURRICULAR ACTIVITIES

To provide consistency and fairness in dealing with students involved in extracurricular activities who violate the Drug and Alcohol Policy, CCSD Administrative Rule IDF-R will be followed. Students who are participating in any athletic program may be dismissed by their coach if they have been involved in substance use.

CONDUCT AT ATHLETIC EVENTS

As spectators, a student represents Campbell as much as the athletes do and is responsible for much of the school's reputation. Support the team enthusiastically but with consideration for the other team's players and fans. Remember that extracurricular activities are an extension of the school day, and student conduct must comply with all school behavior policies. Students will not be permitted to participate in future events if conduct violates Cobb and/or Campbell's expectations for code of conduct as outlined in the GHSA Sportsmanship Statement below.

GHSA SPORTSMANSHIP STATEMENT

The GHSA and its member schools have made a commitment to promote good sportsmanship by student/athletes, coaches, and spectators at all GHSA sanctioned events. Profanity, degrading remarks, and intimidating actions directed at officials or competitors will not be tolerated and are

grounds for removal from the event site. Spectators are not allowed to enter the competition area during warm-ups or while the contest is being conducted. Thank you for your cooperation in the promotion of good sportsmanship at today's event.

ELIGIBILITY

State Board Policy and CCSD Policy require that students who participate in extracurricular activities meet certain eligibility requirements.

To be eligible for participation, a student must:

1. Pass three subjects (three Carnegie units) the semester preceding participation.
2. Be enrolled in at least 3 classes which offer credit toward graduation.
3. Be on-track for graduation as follows:
 - Earned 5 units at the beginning of the 2nd year.
 - Earned 11 units at the beginning of the 3rd year.
 - Earned 17 units at the beginning of the 4th year.

CHS AMBASSADORS

The purpose of the CHS Ambassadors program is to assist our rising 9th graders with being integrated into the school. CHS Ambassadors help incoming freshmen transition to high school life smoothly. The goal is for every freshman to be involved in at least 1 extracurricular or athletic activity.

PRINCIPAL'S ADVISORY COUNCIL

Campbell High School believes family and community engagement is critical to student and district success. The Principal Advisory Council provides a means by which parents, community members, and school staff can work together to create a better understanding of and mutual respect for each other's concerns and share ideas for school improvement.

Membership for the Council is representative of the stakeholders within the school community. The principal selects people to serve on the Council each school year.

PRINCIPAL'S STUDENT ADVISORY COUNCIL

Students from all grade levels will have an opportunity to apply and serve on the Council to provide suggestions for school improvement.

PTSA

PTSA stands for Parent, Teacher Student association. The overall purpose of PTSA is to make every child's potential a reality by engaging and empowering families and communities to advocate for all children. We are committed to making the lives of children healthier, happier, safer and more productive. PTSA supports the school by volunteering and raising necessary funds to supplement education for our students.

FUNDRAISING AND SOCIAL FUNCTIONS

All fundraising activities must be requested in writing and approved by the principal. No sales may take place during class time. School regulations and disciplinary actions apply to all extracurricular functions. All special events must be approved and scheduled at least two weeks in advance. Students are not permitted to solicit and/or sell any items on campus unless approved by a faculty member.

YEARBOOK SALES

The yearbook can be ordered during the fall ordering period. Order forms are available through CTLS and payments may be made through [My Payments Plus](#). Additional information about yearbooks, order dates, senior pictures, senior credits, and other important details will be communicated to students at the beginning of the school year and posted on the school website throughout the year.