

**ABBEVILLE HIGH SCHOOL**  
**2023-2024 STUDENT HANDBOOK**



***Henry County Plan for Reopening and COVID-19 information and updates will be found on our website, [www.henrycountyboe.org](http://www.henrycountyboe.org). Questions and concerns may be emailed to [covidconcerns@henrycountyboe.org](mailto:covidconcerns@henrycountyboe.org). Henry County Schools will follow all guidelines from the CDC and ALSDE.***

## **PURPOSE OF THE HANDBOOK**

This handbook has been prepared to help each student and his/her parent(s)/legal guardian(s) obtain a general understanding of the policies of Abbeville High School. It is hoped that the information contained herein will make your experiences at Abbeville High School more meaningful and productive. It contains local school policies developed over the years, as well as county-wide policies from the Henry County Board of Education Policy Manual and the Henry County Board of Education Code of Conduct. It is not the intent to present all of the policies governing the operation of Abbeville High School, but to supply the student and parent with those that are most helpful. Rules and regulations are not written to “make life miserable” for students, but to ensure that an appropriate learning environment exists at all times for the maximum realization of personal goals and aspirations. Everyone has a right to learn, and the enforcement of school rules protects that right for all. Each student, teacher, and administrator has a responsibility to see that our school continues to meet the educational needs of the community.

The Henry County Board of Education is an equal opportunity school system whose programs, services, activities, and operations are without discrimination as to sex, race, color, or national origin. The Henry County Board of Education is in compliance with Title VI, Title IX, and Section 504 of the 1983 Rehabilitation Act.

**School Symbol – YELLOW JACKET**

**School Colors – MAROON/WHITE/GREY**

**School Motto – Educating The Whole Student**

### **ALMA MATER**

***Hail to thee, our Alma Mater,  
True to thee we'll be;  
Loyal now to thee forever,  
Memories we'll keep.***

***Through the bright, bright days before us  
You will guide us through,  
Hail to thee, our Abbeville Classmates,  
Till in heaven we meet.***

(The Alma Mater will be sung at pep rallies and assemblies.)

## MISSION STATEMENT

Abbeville High School seeks **A**cademic achievement, **H**igh expectations, and **S**tudent engagement to promote global citizenship for students to succeed.

## OUR BELIEFS

- ✓ All students are capable of learning.
- ✓ Students learn in a variety of ways, and instruction should vary to support students' needs.
- ✓ Commitment is necessary for continuous improvement of our school through academics, extra-curricular activities, and the development of community leaders. The understanding of these responsibilities belongs to the administration, faculty and staff, students, parents, and community members.
- ✓ Student learning is the chief priority of the school and should be the primary focus of all decisions affecting the school.
- ✓ Students learn to make appropriate decisions in a supportive and challenging environment that presents opportunities for success.
- ✓ Students need to demonstrate their understanding of essential knowledge and skills and apply their learning in a meaningful context.

## OUR GOALS

- ✓ Have high expectations
- ✓ Produce a culture of continuous improvement
- ✓ Improve student engagement
- ✓ Provide support for teachers to work together

Abbeville High School Faculty and Staff		
Administrative Staff		
Roy Dawkins		Principal
Shemetha Green		Assistant Principal
April Tyson		Counselor
Office Staff	Cafeteria	Custodians
Lorine Durr, Secretary	Blessie Brown, Manager	Jessica Burch
Jan Peterson, Nurse	Kathy Childs	Arianna Bulger
Dawn Albritton, Bookkeeper		
Para-Professional		Media Specialist
Tanya Balkan, Special Education Aide		Chalice Tillis
Stephanie Kelley, Physical Education		Instructional Coach
Celicia Ledbetter, Special Education		Kimberly Brooks
ISS		Career Coach
Dexter Grimsley		Amanda Hardy
Resource Officer		
Jermaine Reeves		
Faculty		



<b>English</b>	<b>Math</b>	<b>History</b>	<b>Science</b>
Angela Johnson	TBA	Cary Price	Hunter Whatley
Faith Maddox	Dani Leuck	Joseph Vickers	Polly Turner
Corey Whitehurst	Felicia Lawrence	Tiffany Wilfork	Alvin Wiggins
<b>Band/ Vocals</b>	<b>Special Education</b>	<b>Physical Education</b>	<b>Career Tech</b>
Susan Harrison	Suzanne Bush	Frederick Culver PE/Health/Driver's Ed	Jason Bryant
	Rheadell Porter	Labrian Stewart	Jennifer Bryant
<b>Business Education</b>	James Johnson		Kathy Loftin
Kelli McKnight			Danielle Foster
			Ayada Truitt

# HENRY COUNTY SCHOOL CALENDAR

**2023-2024**

August 1st-August 7 <sup>th</sup> , 2023	Teacher Workdays <b>(PD)</b> - No Students
<b>August 8th - October 6th (43 days)</b>	<b>1<sup>st</sup> Nine Weeks</b>
August 8th, 2023	<b>1<sup>st</sup> Day for Students/Semester Begins</b>
<i>September 4, 2023</i>	<i>Labor Day Holiday</i>
<b>October 17<sup>th</sup>-December 20th (41 Days)</b>	<b>2<sup>nd</sup> Nine Weeks</b>
<i>October 17, 2022</i>	<b>2<sup>nd</sup> Nine Weeks Begins</b>
<b>October 9th-October 13th</b>	<b>Fall Break</b>
October 16, 2023	Teacher Workday-(PD) No students
<i>November 10, 2023</i>	<i>Veteran's Day Holiday</i>
<i>November 20-24, 2023</i>	<i>Thanksgiving Holidays</i>
<i>December 21, 2023 – January 2, 2024</i>	<i>Christmas Holidays</i>
<b>January 4<sup>th</sup> – March 8<sup>th</sup> (45 days)</b>	<b>3<sup>rd</sup> Nine Weeks</b>
January 3, 2024	Teacher Workday (No Students)
<b>January 4, 2024</b>	<b>3<sup>rd</sup> Nine Weeks Begins</b>
January 15, 2024	Martin Luther King Holiday
February 19, 2024	Teacher Workday (PD)-No students
<b>March 11th – May 23rd (48 days)</b>	<b>4th Nine Weeks</b>
<i>March 25-March 29, 2023</i>	<i>Spring Break</i>

March 11, 2024  
April 1, 2024

**4<sup>th</sup> Nine Weeks Begins**  
Teacher Workday (PD) No Students

May 24, 2023

AHS Graduation

May 23, 2024

Students Last Day (Half Day)

May 24, 2024

Teacher Workday (PD) No Students

May 27, 2024

Memorial Day

***177 Student days/187 days for 9 month employees/182 Support Days***

## **Abbeville Academic Bell Schedule 2023-2024**

### **High School**

- 1<sup>st</sup> Block 7:51-9:11
- Break 9:12-9:27
- 2<sup>nd</sup> Block 9:28-10:48
- 3<sup>rd</sup> Block 10:49-12:39
  - A Lunch 10:55-11:15
  - B Lunch 11:20-11:40
- 4<sup>th</sup> Block 12:40-2:00

- Skinny 2:00-2:40
- Dismissal 2:40

### **Middle School**

- 1<sup>st</sup> Period 7:40-8:26
- 2<sup>nd</sup> Period 8:27-9:34
- Break 9:35--9:50
- 3<sup>rd</sup> Period 9:51-11:06
- 4<sup>th</sup> Period 11:07-12:42
- 5<sup>th</sup> Period 12:43-1:58
- Skinny 1:59--2:40

**Lunch A 11:50-12:10**

**Lunch B 12:15-12:35**



## **Non-Discrimination Policy**

The Henry County School System does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the non-discrimination policies:

Dr. La'Keishia Newsome, Title IX and 504 Coordinator  
300 North Trawick Street  
Abbeville, AL 36310  
(334) 585-2206  
lnewsome@henrycountyboe.org

## **Parents Right-To-Know**

The Henry County School System implements the NCLB Parents Right-to-Know provision by providing parents with copies of all required notifications/forms. These include both English and Spanish (and other languages as needed) versions of the required documents. TransACT is used as a resource for the documents.

The Henry County School System is committed to enrolling without barriers and providing fair and equitable services to students with limited English proficiency, children with disabilities, migratory children, neglected or delinquent youth, homeless children and youth, and immigrant children. For further information see the LEA Title I Plan, EL Plan, Foster Care Plan, and Homeless Children and Youth Plan available in the school principal's office, superintendent's office, or the Henry County website <https://www.henrycountyboe.org> (Departments + Federal Programs + Documents + Federal Programs Documents).

## **Title I School**

Abbeville High School is a Title I Schoolwide School that receives federal program funds that are used to improve the academic achievement of all students. The Henry County School System is committed to providing technical assistance and support for all schoolwide programs.

## **English Learners (EL)**

The Henry County School System is committed to providing high quality education for all students. Because of this commitment, this policy was developed for students who use English as a second language, who are immigrants, who are migrants, and/or who are homeless. Each student who enrolls in our schools must complete a Home Language Survey. The parent or student may fill out this survey. If it is determined that the student's language is not English, the English Language Learners (ELL) Coordinator is contacted. The student will be given a Language Assessment to determine his/her understanding/ability to perform in a regular classroom situation. A team made up of regular classroom teacher(s), principal or designee, and the ELL Coordinator will discuss assessment results and decide the best plan for the student. All students will be in regular Physical Education Classes. At other times students could be given instruction in a resource room or be helped in the regular classroom by another person. All students are monitored and mainstreamed as progress is made. Student(s) will be evaluated on their class work. A Language Assessment will be administered to determine the student(s) ability to work in the regular classroom. All students will have the same services and opportunities to participate in activities in the school. A student shall not be admitted to, or excluded from, any federally assisted education program on the basis of a surname of language-minority status.

[No Child Left Behind Act of 2001. Title III-Language Instruction for Limited English Proficient and Immigrant Students, Part C, Section 3302(f)].

### **Henry County Section 504**

Section 504 of the Rehabilitation Act of 1973 was written to protect qualified individuals from discrimination based on their disability. Individuals with disabilities are persons with a physical or mental impairment which substantially limits one or more major life activities. This law covers persons who are perceived or have ever been perceived to have a major physical or mental impairment. Anyone wishing to make a referral may contact your child's school or La'Keisha Newsome at (334) 585-2206 ext. 1230. The Henry County Board of Education prohibits discrimination against any student on the basis of race, ethnic group, gender, economic class, or nationality.

### **Henry County Special Education Program**

The Henry County Board of Education provides special education services to children ages 3-21 residing within Henry County. The Problem Solving Team, outside agencies, or parents/guardians may make a referral. Anyone wishing to make a referral may contact your child's school or the office of Special Education Services at (334) 585-2206 ext. 1230. The Henry County Board of Education prohibits discrimination against any student on the basis of race, ethnic group, gender, economic class, or nationality.

### **HELP US LOCATE CHILDREN WITH DISABILITIES**

**334-585-2206**

**Henry County Board of Education**

**Lori Beasley, Superintendent of Education**

**La'Keisha Newsome, Special Education Coordinator**



Help the Henry County System locate and evaluate individuals from birth to age 21 who have disabilities. Children may be eligible for special education services in one or more of the following areas of disability:

Autism	Other Health Impaired
Deaf-Blind	Specific Learning Disabilities
Speech Language	Emotional Disturbance
Hearing Impaired	Traumatic Brain Injury
Intellectual Disability	Visually Impaired
Multiple Disabilities Orthopedically Impaired	Developmentally Delayed

Contact Dr. La' Keisha Newsome at (334) 585-2206 for further information.

## Henry County Schools Academic Guide 2023-2024

Consistent with requirements of the Alabama State Board of Education, Henry County Schools offers the following diplomas and certificates for students in 11<sup>th</sup> and 12<sup>th</sup> grade. Students in grades 9<sup>th</sup>-11<sup>th</sup> during the school year 2020-2021 will only have a “one” diploma option which will be described as follows. This one approach to the Alabama High School Diploma removes the need for endorsements or the Alabama Occupational Diploma. The focus will be on the coursework taken that necessitates a clearly articulated and individual four-year high school plan built for each student based on the results from the EXPLORE academic and career interest assessment and middle school coursework. Henry County will still offer the Advanced Academic Diploma endorsement (26 Credits).

Only those students earning the diploma with Advanced Academic Endorsement will be considered for Valedictorian, Salutatorian and Honor Graduate. Local Board decisions, changes in State Department guidelines, and changes in State Courses of Study overrule the guidelines and course offerings listed in this book. Henry County Schools will offer, in addition to the required courses set forth by the State Board of Education's 4 X 4 plan, elective courses that will satisfy both diploma requirements as well as meet the needs of students and communities. **Many of the courses offered are common to both high schools; however, human resources, facilities and demand will necessitate different offerings.**



Because the Henry County Board of Education wishes to meet the needs of all students, distance learning classes may be implemented in both high schools as well as dual enrollment classes offered through Wallace College. Careful steps should be taken in planning the student's high school courses.

**Alabama High School Diploma  
26 Credits- 9<sup>th</sup>-12<sup>th</sup> Grade Students**

<b>English Language Arts</b>	<b>English 9,10,11, and 12 or any AP/postsecondary equivalent option</b>	<b>4 Credits</b>
<b>Mathematics</b>	<b>Algebra I, Geometry, and Algebra II w/Trig or Algebra II, or their equivalent CTE/AP/postsecondary course</b>	<b>4 Credits</b>
<b>Science</b>	<b>Biology and a Physical Science. The 3<sup>rd</sup> and 4<sup>th</sup> science credits may be used to meet both the science and CTE course requirement: Science or CTE/AP/postsecondary equivalent course</b>	<b>4 Credits</b>
<b>Social Studies</b>	<b>World History, U.S. History X2 and Government/Economics or AP/postsecondary equivalent courses</b>	<b>4 Credits</b>
<b>Physical Education</b>	<b>LIFE (Personal Fitness)</b>	<b>1 Credit</b>
<b>Health Education</b>	<b>Alabama Course of Study: Health Education</b>	<b>0.5 Credit</b>
<b>Career Preparedness</b>	<b>Career Preparedness Course (Career and academic Planning, Computer Applications, Financial Literacy)</b>	<b>1 Credit</b>
<b>*CTE and/or Foreign Language and/or Arts Education</b>  <b>*CTE=Career Tech Education</b>	<b>Students choosing CTE, Arts Education, and /or Foreign Language are encouraged to complete two courses in sequence</b>	<b>3 Credits</b>

**Electives**

**2.5 Credits**



<b>Total 26</b>	<b>Credits</b>	<b>Required</b>	<b>for</b>	<b>Graduation</b>
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**Alabama High School Diploma**  
**Advanced Academic Endorsement and all incoming 9<sup>th</sup> grade students.**  
**26 Credits**

<b>English Language Arts</b>	English 9,10,11, and 12 or any AP/postsecondary equivalent option	<b>4 Credits</b>
<b>Mathematics</b>	Algebra I, Geometry, Algebra II w/Trig, or equivalent AP/postsecondary course	<b>4 Credits</b>
<b>Science</b>	Biology and a Physical Science. Chemistry and/or Physics and the 4 <sup>th</sup> science credit may be used to meet both the science and CTE course requirement (AP Biology does not count as a science credit)	<b>4 Credits</b>
<b>Social Studies</b>	World History, U.S. History X2 and Government/Economics or AP/postsecondary equivalent courses	<b>4 Credits</b>
<b>Physical Education</b>	LIFE (personal Fitness)	<b>1 Credit</b>
<b>Health Education</b>	Alabama Course of Study: Health Education	<b>0.5 Credit</b>
<b>Career Preparedness</b>	Career Preparedness Course (Career and academic Planning, Computer Applications, Financial Literacy)	<b>1 Credit</b>
<b>CTE and/or Foreign Language and /or Arts Education</b>	Students choosing CTE, Arts Education, and /or Foreign Language are encouraged to complete two courses in sequence	<b>3 Credits</b>

**Electives**

**4.5 Credits**

**Total 26**

**Credits**

**Required**

**for**

**Graduation**

**\* Students working towards the Advanced Diploma Endorsement must take the most demanding classes offered.**

### **Distance Learning through ACCESS**

**Website Address: <http://accessdl.state.al.us/>**

ACCESS Distance Learning, an education initiative of the Alabama Department of Education, provides opportunities during the school day for Alabama high school students to engage in courses to which they may not otherwise have access. The web and interactive video-based courses are aligned with the Alabama Courses of Study, and Credits (credits) earned through ACCESS are accepted by the Henry County Schools. There are no costs for ACCESS courses. Interested students should talk with their school principals and counselors.

### **Dual Enrollment**

The Alabama State Board of Education has authorized the establishment of dual enrollment programs between public colleges and universities and local boards of education.

The following options may be offered in dual enrollment:

- **Early Admission/Credit Advancement** - Students may earn college credit only
- **Dual Enrollment/Dual Credit** - Students may earn both high school and college credits for the same course

Henry County Schools currently has a dual enrollment/dual credit agreement with Wallace Community College, Ozark Aviation College.

Dual enrollment/dual credit (DE/DC) allows eligible high school students to enroll in college courses and receive both high school and college credit. Students will receive % Credit for successful completion of a semester college course.

- DE/DC courses are taught at the college level and graded at the college level
- Students participating in DE/DC courses are required to follow college procedures and complete required college forms and applications.
- Students participating in DE/DC courses are required to adhere to Henry County Board of Education's Student Code of Conduct and Attendance.

#### **To qualify for dual enrollment, a student must meet the following criteria:**

- Student must meet the entrance requirements established by institutions of postsecondary education.
- Student must have a 2.5 GPA or higher.
- Student must have written approval of the high school principal, high school counselor, and parent or guardian.
- Student must be in grades 10<sup>th</sup>-12<sup>th</sup>.
- All travel to an off-campus site is a parent's responsibility. Parents will be required to give permission for the student to leave campus.

- All costs associated with student transportation, including insurance, would accrue to the student

- The college or the school system assumes no responsibility or liability for students during the times they are commuting to the DE/DC site.

**Tuition is the responsibility of students, with exception of some Career Tech courses. The student is responsible for registering.**

The following policies from the Henry County BOE are associated with, graduation requirements, class rankings and weighted credit and valedictorian, salutatorian, honor graduates

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## **GRADUATION REQUIREMENTS**

**5.20**

All students entering the 9<sup>th</sup> grade are required to complete course requirements for graduation as specified by the Alabama State Board of Education and the Henry County Board of Education. The Henry County Board of Education directs the Superintendent to produce a widely-disseminated publication which describes requirements for all diplomas and certificates awarded by the Henry County Board of Education. Students entering the 9<sup>th</sup> grade during the 2020-2021 school year and after will be required to complete at least 26 credits (24 required by the state department of education plus two electives of their choice).

Publications describing graduation requirements for Henry County students shall describe types of diplomas and endorsements by graduating class/year/cohort, total credits and assessments required, core course requirements, elective course offerings, and the process for earning weighted credit when appropriate. Additionally, such publications shall describe courses and/or procedures by which students may earn credits toward graduation prior to grade 9 and procedures for the validation and/or acceptance of credits for students transferring into the Henry County School System.

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## **CLASS RANKINGS AND WEIGHTED CREDIT**

**5.22**

Class rankings shall be determined by and in accordance with a standard procedure developed by the Superintendent and appropriate school personnel. Grade point average (GPA), numerical averages and class rankings are calculated at the end of each academic year.

Numerical grade averages shall be calculated to the second decimal point using the numeric grading scale:

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

Weighted credit shall be awarded for grades earned in honors, advanced, Pre-Advanced Placement (AP) and Advanced Placement (AP) courses according to the chart below. The weighted credit shall be calculated by the student information management software at the end of each grading period.

When computing grade point averages (GPA), course grades earn the following points:

**Regular courses**

**Honors and Pre AP courses**

**AP and Advanced courses**



A = 4.0 A = 4.5 A = 5.0 B = 3.0 B = 3.5 B = 4.0 C = 2.0 C = 2.5 C = 3.0

D = 1.0

D = 1.5

D = 2.0

Transfer students may be awarded weighted points on a transcript grade when the receiving Henry County high school offers the same course. No course grade may earn "double" weighted points. The grades earned in all core courses from the ninth (9<sup>th</sup>) grade through the (12<sup>th</sup>) twelfth grade are used for determining valedictorian, salutatorian, and honor students. GPA calculations of senior candidates for valedictorian, salutatorian, and honor graduates shall be calculated to the second decimals place. (See Policy 5.22 Class Rankings and Weighted Credit.) The following criteria shall be used in determining valedictorian, salutatorian, and honor graduates at each Henry County high school:

## Final Examinations

Students in grades 7-12 shall take nine-weeks tests. Students in 9-12- Nine weeks tests shall be administered at the end of the 1st and 3rd nine weeks. Semester exams shall be administered at the end of the 2nd and 4th nine weeks. Final yearly grades shall be determined by averaging the two semester final averages.

## Criteria for Senior Activities

In order to participate in senior activities and order graduation supplies, a student must be assigned to a senior homeroom and he/she must have earned 20 1/2 units by the beginning of the senior year qualifying them as on track to graduate with the senior class.

There are many financial responsibilities incurred during the senior year – graduation supplies, senior dues, prom, etc. The senior sponsors will set definite deadlines for payment of these and other related fees. It is the senior's responsibility to pay on time. In order to participate in senior activities, a student must (1) clear the "owes" list, (2) be assigned to a senior homeroom, and (3) be enrolled in all required courses.

## Check-ins/Check-outs

Students are expected to remain on school grounds during school hours, except when a parent or legal guardian has made personal contact with the administration and has made special arrangements. Students are not permitted to leave the school grounds at any time during the school day without a permit from the office. Students who arrive at school after 7:35am must sign in through the main office.

Students must sign out in the main office; those failing to do so will be considered skipping school. The parent will be notified and disciplinary action consistent with the Code of Conduct will be taken. The school assumes NO responsibility for a student when he/she leaves the school after signing out. Students must be present for at least half the period to be counted present for that class period.

The school must be notified in writing of other people who may check out students. A form is available in the office for this purpose. When the parent/guardian comes to check out a student for the first time, it is advisable to go ahead and fill out this form. **Otherwise, no one but the parent/guardian will be allowed to check the student out. The form must be filled out by the parent/guardian in the presence of school personnel.** Under emergency conditions, school officials may grant permission for students to leave school and notify parents as soon as possible. Students who check out must leave campus and check back in to the office upon their return. Under no circumstances will any student be allowed to leave school during the last hour of the school day unless that student has specific permission from the principal. A doctor/dentist appointment card or written request



submitted to principal for pre-approval will be required. Any student not following procedure exactly will be considered skipping school.

## **Use and Abuse of Textbooks**

School textbooks are furnished free to students, except in certain elective courses. Teachers will issue the class textbook when the student returns the "Statement of Responsibility" (p.58 of this booklet) signed by the parents/guardian, and is cleared from prior textbook fines. If the book is lost or stolen, the replacement cost of the

book will be charged to the student. Damage or defacement charges depend upon the judgment of the subject matter by the teacher and the administration under the following guidelines:

1. Writing on the inside of front or back (\$.50 to \$1.00)
2. Destruction or defacement of the front or back covers (\$2.00)
3. Writing on pages except simple underlining to aid in studying (\$.10 per page or \$.25 if excessive).
4. Torn pages (\$.50)
5. Broken binding (\$5.00)
6. Lost books (cost of book plus \$2.00 processing fee. If the book is found, only the cost of the book will be refunded. No refund will be given if the book is not returned during the school year that it was issued.) No textbook will be issued to any pupil until all charges for lost or damaged textbooks have been paid.
7. Non-returned books will be charged to the student based on the following scale:
  - 1-2 Year Old Textbook = Full Cost of New Textbook
  - 3-4 Year Old Textbook = No More Than 75% Cost of New Textbook 4 Years
  - or Older Textbook = No More than 50% Cost of New Textbook

## **School Sponsored/Sanctioned Activities**

Students may receive release time from school during regularly scheduled school days for the purpose of participating in instructional activities co-sponsored by the school and outside agencies. Students who are away from school because of participation in official school sponsored or school sanctioned activities shall be marked present and allowed to make up missed work. A student must submit written requests for participation in these activities signed by the parent or legal guardian to the local school principal for approval. Such requests shall remain on file in the office and shall relieve the school of all responsibility for the student during this activity. These activities should be kept to an absolute minimum.

## **Vehicles and Parking Lot Policy**

The following procedures developed for safety and student accountability must be observed and complied with in the interest of the student, school, and community.

1. Students driving vehicles to school must obtain a parking permit and register their vehicle with the office personnel. A valid driver's license and proof of car insurance must be presented to obtain a permit.
2. The fee for a parking permit is \$10.00/school calendar year.

3. All vehicles will be parked in the student parking lot only.
4. As soon as the student arrives on campus, he/she must leave the transporting vehicle. Parking lots are off limits during school hours.
5. All speed laws of the city, state, and school must be obeyed. The speed limit on campus is 10 mph.
6. If any student with a parking permit violates any of these rules or drives in a dangerous or reckless manner, his/her permit will be revoked with no refund.
7. Automobile Searches: Students permitted to park on school premises is considered a privilege, not a right. The school retains the right to conduct routine patrol of the student parking lot and inspection of the exteriors of students' automobiles on school property. The interiors of student vehicles may be inspected whenever a school official has reasonable suspicion that illegal, unauthorized, or contraband materials are contained inside. Such patrols and inspections may be conducted without notice, without consent, and without a search warrant.

### **Criminal Violation Policy**

"Any student charged with any criminal violation or juvenile delinquency will immediately be prohibited from participating in any school sponsored/school related extracurricular activity until permitted to do so by the Superintendent or Board."

\*Refer to Appendix for important Drug Testing Policy and participation requirements.

### **Clubs/Organizations**

Academic Team (7<sup>th</sup> – 12<sup>th</sup>) • Math Olympiad

• Science Olympiad

Beta Club (9<sup>th</sup> – 12<sup>th</sup>)

Jr. Beta Club (7<sup>th</sup> and 8<sup>th</sup>)

FBLA- Future Business Leaders of America (9<sup>th</sup>-12<sup>th</sup>)

Middle Level Future Business Leaders of America (7<sup>th</sup>-8<sup>th</sup>)

FFA-Future Farmers of America (8<sup>th</sup>-12<sup>th</sup>)

FCCLA- Family Career and Community of America (9<sup>th</sup>-12<sup>th</sup>)

FTA- Future Teachers of America (9<sup>th</sup>-12<sup>th</sup>)

HOSA- Health Occupation Students of America (9<sup>th</sup>-12<sup>th</sup>)

Key Club (9<sup>th</sup>-12<sup>th</sup>)

Builders Club (7<sup>th</sup> and 8<sup>th</sup>)

Mu Alpha Theta (9<sup>th</sup>-12<sup>th</sup>)

SADD- Students Against Destructive Decisions (9<sup>th</sup> – 12<sup>th</sup>)

SGA- Student Government Association (9<sup>th</sup> – 12<sup>th</sup>)

Yearbook (7<sup>th</sup> – 12<sup>th</sup> limited spots available, teacher recommendation required)





Students actively involved in a club will be dismissed during the activity period to attend club meetings. The faculty and staff will have an up-to-date listing of members of each club provided by the club sponsor.

### Withdrawals

Any student withdrawing from school must go by the guidance office and obtain appropriate withdrawing papers the morning of his/her last day of attendance. This applies to students who are dropping out of school as well as those who are planning to attend another school. If a student above the age of sixteen is absent from school ten (10) consecutive days without an explanation of these absences to the school office, the student will be withdrawn from the school rolls. To return to school, he/she must re-enter as a new student. Permission of the Principal and/or Superintendent must be obtained to re-enter school. (NOTE: see APPENDIX for excerpts from state law relating to absenteeism, withdrawals, and loss of driver's license privileges.)

### Testing

Each teacher's testing policy is explained in his/her course syllabus. The nine-week test schedule is listed on the school calendar. **A student cannot take nine-week tests early.**

- Each exam will be one period long. Two or three tests will be given each day according to the system calendar.
- Students may exempt one (1) final test with perfect attendance and a "C" average or higher. There can be no unexcused tardies and/or early checkouts during the semester. However, students with an "A" average (90 or above) in any class may exempt the final exam for that class. An assessment activity will be assigned for each class.
- Students are expected to follow the approved dress code standards on exam days. Parents must make prior arrangements for students to sign out on final exam days. Students will not be allowed to leave a testing area until the end of that test session. Once a test session has begun, no one will be allowed in the hallways. Therefore, students cannot be late for the test. When a student signs out, he/she **must leave campus**. No loitering will be allowed anywhere on campus.

### Administration of Medication

5.62

The goal of the school system regarding the administration of medication is to assist students in maintaining an optimal state of wellness, thus enhancing the educational experience. Please be reminded that the authority to administer medications to your child must come from you as the parent/guardian and the prescriber when medication is prescribed. Please contact your child's school nurse regarding administration of medications.

1. Medication Form: Prescribed medication including over the counter medication is administered only upon receipt of a correct, current completed School Medication Prescriber/Parent Authorization Form (PPA). Over the counter medications also require a prescriber's authorization. This form is available from your child's school nurse. Please ensure the PPA matches the pharmacy label. These forms have to be renewed yearly. Also, an updated form is needed when a medication dosage is changed or time to be administered is changed. A discontinue order from the medication prescriber is required to discontinue medications. The school nurse cannot implement changes in a medical order from the parent or guardian. A prescriber order is required.

2. **Delivery of Medication:** All prescription medication must be in a current, pharmacy-labeled prescription container. All over the counter medication must be in a sealed-unopened, manufacturer-labeled container. The parent/guardian (not the student) should deliver the medication and the PPA to the school nurse.
3. **Acceptance of Medication:** Both the parent/guardian and the licensed nurse or medication assistant will sign the back of the Medication Administration Record (MAR) to verify the amount received or retrieved. Students must not deliver or carry any type of medication to and from school except those that have been authorized for self-administration/self-carry by the school nurse.
4. **Storage of Medication:** All medication must be stored in the school health office according to ALSDE/ABN guidelines. Exceptions to this rule are medications prescribed to prevent or treat medical emergencies that have been authorized by the school nurse.
5. **Emergency Medication:** A student may carry his/her emergency medication on his/her person for self-administration with proper authorization on the School Medication Prescriber/Parent Authorization Form (PPA) and after demonstration of proper administration to the school nurse.
6. **Expired Medication or Needed Inventory of Medication:** The parent/guardian will be notified when medications expire and when medication inventory is needed. Expired medication must be picked up within two weeks of notification. If not picked up within this time frame, the medication will be destroyed in accordance with guidelines. It is the parent/guardian's responsibility to bring additional medication to school. If medication is not brought in a timely manner, the prescriber will be notified.
7. **First Dose of Medication:** The first dose of any new medication or change in dosage (increase or decrease) of a current medication should be given at home with exception of emergency medication (ex. EpiPen).
8. **Suggested Recommended Medication Administration of Early Morning AM Medications and Antibiotic Medication:** It is recommended that AM Medications be administered at home before school. Also, when a medication is prescribed three times a day it should be given at home: just before leaving for school, upon returning home in the afternoon, and at bedtime (ex. Antibiotics).
9. **If a medication is administered to a student other than by the school nurse or medication assistant, it must be administered by the parent/guardian.**
10. **End of Each School Year:** The parent/guardian must pick up all medications on or before the last day of classes or the medication will be destroyed.

## **Scoliosis Screening**

The Alabama State Department of Education requires school districts to offer and provide scoliosis screening for male and female students in grades 5 through 9 if the child's parent requests it to be done.

Screening is performed by observing the uncovered spine, viewing the student from the back, side, and front and also from all sides with the student bending forward. If a child receives a positive screening by the school nurse, the child's parent will be provided with a written referral to physician form. The written referral to physician form needs to be completed by your child's physician. The completed form then needs to be returned back to the school nurse.

If you would like your child to be screened for scoliosis, please request a screening consent form from your child's school nurse. Only students that have a signed consent form will receive a scoliosis screening. If you need assistance or have questions, please follow up with your child's school nurse.

## **Sunscreen ACT (2017-278)**



Allows students in public and nonpublic schools to possess and use FDA regulated over-the-counter sunscreen at school and school-based events. Section 1. (a) Any student in a public school under the jurisdiction of a local board of education or in a nonpublic school may possess and apply Federal Food and Drug administration regulated over-the-counter sunscreen at school and at school-based events notwithstanding any other provision of law, including any role of the State Board of Education or the State Board of Nursing. Section 1. (c) Any student, parent, or guardian requesting a school board employee to apply sunscreen to a student shall present to the nurse a Parent Prescriber Authorization Form (PPA) containing a parent or guardian signature. A physician signature or physician order shall not be required.

\*Refer to Appendix for Board Policy regarding  
Immunization of School Children, Influenza, and Meningococcal Disease.

### **Class Fees**

Because of maintenance costs and consumable supplies, some departments must collect nominal fees. ***These fees will vary according to departmental needs.***

### **Vandalism and damage to school property**

Any student guilty of malicious vandalism, acts that deface or otherwise damage public school buildings, equipment, grounds, and furnishings will be subject to punishment according to the Code of Conduct.

Immediate replacement, repair, or payment will be required for any damage to school property. This requirement will be met by the person or persons causing damage within a reasonable length of time as determined by the administration.

### **Un-cleared Financial Obligations**

Students who have un-cleared financial obligations at the end of each nine weeks will be under the following restrictions:

1. Will not be permitted to participate in any extracurricular activity which requires the issuing of uniforms or school owned equipment,
2. Will not be permitted to check out any library books since loss or damage to such book entails reimbursement,
3. Will not be issued textbooks (where textbooks were lost or damaged),
4. Will not be permitted to go on any field trips.

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## INSUFFICIENT FUNDS AND WORTHLESS CHECKS

7.42

The face value of a check returned for insufficient funds (NSF) may not be absorbed as a cost by state, federal or public local funds since an uncollected check is considered a bad debt. The principal or other designated school administrator shall exercise due diligence in the acceptance of checks and in the collection of NSF checks. A list of individuals who have submitted bad checks during the school year is to be maintained in order to prevent the receipt of any further checks from those individuals. *Only cash will be accepted after the first infraction.*

Uncollected NSF checks may not be written off. Necessary actions must be taken to collect the check amount in compliance with and through the District Attorney's Worthless Check Unit. Documentation of those actions and procedures are to be maintained. *A NSF fee of \$10 must be charged to the check writer for all returned checks whether collected or not. NSF fees may not be waived.* Non-public funds must be used to cover any NSF check in state, federal or public funds accounts.

NSF fees shall be deposited in a separate, non-public activity account. This non-public activity account can then be utilized to transfer funds to the appropriate state, federal or public fund to cover the amount of any NSF check.

**Money owed to the school is a business obligation, therefore, parents may be held accountable for debts not cleared.**

## Asbestos Notification

The Henry County Board of Education has removed all friable asbestos from its facilities; however, there are areas within the school system that contain suspected non-friable asbestos materials. Such areas may include floor tiles and attic/roofing material. For more information contact the school office for the school's Asbestos Management Plan.

## Appendix

- I. It is the belief of the Henry County School System that there is a direct relationship between attendance and the performance of students in the school system. All students should attend school regularly and be on time for all classes in order to receive the greatest benefit from the instructional program and to develop habits of punctuality, self-discipline, and individual responsibility. Students who have good attendance generally achieve higher grades, enjoy school more, and continue to successfully complete high school.
- II. Alabama State law requires that every child between the ages of six (6) and seventeen (17) years be in attendance at school. It shall be the policy of the Henry County Schools to enforce this law. (See also Policy 5.10 Enrollment/Admission, and Policy 5.41 Compulsory School Attendance Age.)
- II. Regular attendance is the actual attendance of a pupil during the school day as defined by law and regulations of the State Board of Education. A student who is absent or tardy without the principal's/designee's approval shall have his/her parent(s)/legal guardian report such absences or tardies to the school center in the manner prescribed by the Henry County School System *Attendance Policy*.
  - A. The *Attendance Policy* shall prescribe attendance requirements including, but not limited to, provisions for excused and unexcused absences, opportunities to make up work assignments, and reporting absences.
  - B. Students shall be excused from any examination, study, or work assignments for observance of a religious holiday or because the tenets of his/her religion forbid secular activity at such time. The school principal /designee shall implement this provision on an individual basis pursuant to Alabama statutes and State Board of Education rules.
  - C. No adverse or prejudicial effects shall result to any student who avails himself/herself to the provisions of this rule.
  - D. Any absence not approved by the provision of this policy is an unexcused absence (i.e., work, truancy, or parental neglect). Students may not make up work if the absence is unexcused.
- III. Student attendance will be monitored on a daily basis and parents contacted as required by law.
- IV. A person designated by the Superintendent or his/her designee shall investigate truancy problems.

- A. A parent, guardian, or other person having charge of any child officially enrolled in Alabama public schools (K-12) shall explain in writing the cause of any and every absence of the child no later than five (5) school days following return to school. A failure to furnish such explanation shall be evidence of the child being truant each day he/she is absent. The child shall also be deemed truant for any absence determined by the principal to be unexcused based upon the State Department of Education's current School Attendance Manual.
- B. Seven (7) unexcused absences within a school year constitute a student being truant for the purpose of filing a petition with the Court. The Interagency Committee on Youth Truancy Task Force recommendations known as the Early Warning Truancy prevention Program timeline for reporting truancy shall define the truancy status of any student as follows:
  - 1. First truancy/unexcused absence (warning):
    - a. Parent/guardian shall be notified by the school principal or his/her designee that the student was truant and the date of the truancy.
    - b. At the beginning of each school year, every parent/guardian shall be provided with a copy of Alabama's compulsory school attendance laws and advised of the penalties that can be applied and the procedure that shall be followed in the event that other unexcused absences occur.
  - 2. No earlier than the third (3<sup>rd</sup>) unexcused absence:
    - a. The parent, guardian, or person having control of the child shall participate in the early warning program provided by the juvenile court.
    - b. Attendance at the early warning program is mandatory.
    - c. Failure to appear at the early warning court may result in the filing of a complaint/petition against the parent under Code of Alabama (1975) Section 16-28-12-C (failure to cooperate), or a truancy petition against the child, whichever is appropriate.
  - 3. No earlier than the seventh (7<sup>th</sup>) unexcused absence, a court complaint/petition against the child and/or the parent/guardian, if appropriate shall be filed by the attendance supervisor.
  - 4. For a child under probation, the following procedures shall be implemented:
    - a. When appropriate the school attendance officer should be notified by the juvenile probation officer of all children in the school system under probation supervision by the juvenile court as consistent with state statute, Code of Alabama (1975) Sections 12-15-100 and 105.
    - b. Where a child under probation is truant, the school attendance officer should immediately notify the juvenile probation officer.



- C. Lack of attendance shall result in loss of credit or school failure as follows:
  - 1. A student must be in attendance in each class 170 days or more of the total school year.
  - 2. Attendance policies for grades K-8 are based on the entire school year. Students may be failed (retained) whenever absences exceed ten (10) days per school year. Students in grades K-8 who miss more than ten (10) days in one school year will be given a grade of "F" unless extenuating circumstances exist as determined by the principal.
  - 3. Grades 9-12 operate on a semester basis. During either the first or second semester, a student may be failed (retained) whenever the total absences exceed five (5) days or three (3) days for all 9-weeks' courses. Students in grades 9-12 who miss more than five (5) days or three (3) days for all 9-weeks' courses will be given a grade FA (Failure due to absences) unless extenuating circumstances exist as determined by the principal.
  - 4. A kindergarten student who accumulates more than ten (10) absences in one school year may be withdrawn from the roll for the remainder of the school year.
- V. A written excuse will be required of all students, grade K-12) after each absence to be presented upon the day of return of the student to school.
  - A. The principal of the school or his/her designee will determine the excused or unexcused status of an absence. If an acceptable reason for excusing an absence is not presented with five (5) days of the return of the student to school, the absence will be coded unexcused.
  - B. Absences beyond seven (7) days per year will be excused only with the documentation of a physician, except as specified by Board policy.
  - C. The parent/legal guardian of a student in grades 9-12 may submit written documentation of absence up to three and one-half (3.5) days per semester or one (1) day for all 9-weeks' courses. Absences beyond three and one-half (3.5) days per semester or one (1) day for all 9-weeks' courses will be excused only with the documentation of a physician, except as specified by Board policy.
- VI. Student attendance for driver's license purposes shall be processed as prescribed by law. (See Policy 5.42 Revocation of Driver's License/Permit.)
- VII. Each Henry County school and the Henry County School System shall take appropriate action as required by Alabama statutes when a student has excessive absences or is truant.

- VIII. Any Henry County Student whose parents are employed by the military may be granted up to five (5) days of excused absence if either parent is experiencing a deployment of active duty. The conditions under which these absences may be excused are: (1) the absence is pre-approved; (2) the student is in good standing; (3) the student has had a prior record of good attendance; (4) missed work is completed and returned in a timely fashion; and, (5) the absence is not during standardized testing dates.
- IX. The enrollment and attendance of a child in a church or private school shall be filed with the Henry County Superintendent by the parent or legal guardian of the child on a form provided by the Superintendent. This form shall be countersigned by the administrator of the church or private school and returned to the Superintendent by the parent/legal guardian. When the child no longer attends the church or private school, the parents or legal guardian will direct the church/private school to notify the Henry County Superintendent that the child is no longer in attendance.

**REFERENCES:**

**CODE OF ALABAMA**  
**16-8-8, 16-28-3, 16-28-4, 16-28-6, 16-28-12,**  
**16-28-16, 16-28-40, AAC §290-1-4-.01**

**HISTORY:**

**ADOPTED: JANUARY 16, 1997**  
**REVISED: OCTOBER 11, 2007; DECEMBER 10 2009;**  
**AUGUST 12, 2010; JULY 18, 2013; \_\_\_\_\_**  
**FORMERLY: JBD, JB, JBE**

ALABAMA STATE BOARD OF HEALTH

ALABAMA DEPARTMENT OF PUBLIC HEALTH

ADMINISTRATIVE CODE  
DIVISION OF DISEASE CONTROL

CHAPTER 420-6-1  
IMMUNIZATION OF SCHOOL CHILDREN

**420-6-1-.01 Authority.** This regulation is promulgated by the State Health Officer and approved by the State Board of Health pursuant to Code of Ala. 1975, §16-30-5 and is made applicable to children in child care centers/homes under the authority of Code

of Ala. 1975, §38-7-1, *et seq.* and *Alabama Administrative Code*, Chapters 660-5-25 and 660-5-26 and 660-5-27.

**Author:** Donald E. Williamson, M.D.

**Statutory Authority:** Code of Ala. 1975, §§16-30-5, *et seq.*

**History:** Filed September 1, 1982. **Amended:** Filed September 17, 2009; effective October 22, 2009.

**420-6-1-.02 General Provisions.**



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(1) The board of education and the governing authority of each private school shall require each pupil, prior to entering kindergarten or first grade or prior to re-entering the higher grades of the schools of Alabama, to present a Certificate of Immunization for the prevention of diseases listed in 420-6-1-.03 (Code of Ala. 1975, §16-30-4.). The Certificate of Immunization will be on a form approved by the Alabama Department of Public Health.

(2) The Department of Human Resources has required each child two months of age or older attending any child care center/home to present a Certificate of Immunization for the prevention of diseases listed in 420-6-1-.03.

(3) Such certificate shall be on the form approved by the Alabama Department of Public Health and shall be made a part of the pupil's school/child's child care center/home record. When a student/child leaves a school/child care center/home upon graduation, transfer, relocation or otherwise; the school or child care center/home may return the original certificate to the student's/child's parents/guardians and retain a legible copy in the institution's record.

(4) A written objection from the parent or guardian of a student or child based on religious tenets and practices shall be submitted in person by the parent or guardian to the County Health Department for issuance of a Certificate of Religious Exemption from the required immunizations or testing. A licensed physician can provide individual exemption from the required immunizations or testing on a Certificate of Medical Exemption. The Certificate of Religious Exemption and the Certificate of Medical Exemption will be on forms approved by the Alabama Department of Public Health and will be accepted in lieu of the Certificate of Immunization.

#### **420-6-1-.03 Immunization Schedule.**

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(1) Unless otherwise noted in paragraphs (2) and (3) below, vaccine doses should be administered according to the most recent version of the Recommended Immunization Schedules for Persons Aged 0 Through 18 Years, as published by the Advisory Committee on Immunization Practices. Vaccine doses administered <4 days before the minimum interval or age should be counted as valid. Doses administered >5 days earlier than the minimum interval or age should not be counted as valid doses and should be repeated as age-appropriate.

(2) Except as provided in Chapter 420-6-1-.02 and in the Code of Ala. 1975, §16-30-4, each pupil, prior to entering Alabama school grade kindergarten through twelfth grade shall receive age-appropriate immunizations as below:

(a) 5 doses of diphtheria and tetanus toxoids and acellular pertussis vaccine (DTaP). Only 4 doses are needed if the fourth dose was administered on or after the fourth birthday. Booster doses of tetanus and diphtheria toxoids vaccine (Td) must be given 5-10 years after the preschool booster. However, effective for students entering sixth grade beginning fall of 2010, a booster dose of tetanus and diphtheria toxoids and acellular pertussis vaccine (Tdap) must be given at 11 or 12 years of age. This requirement will escalate by one successive grade each year for the following 6 years to include sixth through twelfth grades, beginning fall of 2016.

(b) 4 doses of inactivated polio vaccine. Only 3 doses are needed if the third dose was administered on or after the fourth birthday.

(c) immunization against mumps and rubella.

(d) 2 doses of measles-containing vaccine.

(e) varicella vaccine subject to the following schedule unless there is documentation of a positive varicella titer or a date of varicella disease. This requirement is effective for students entering kindergarten beginning fall of 2001 and will escalate by one successive grade each year for the following 12 years to include all grades, kindergarten through twelfth, beginning fall of 2013:

(i) 1 dose of varicella vaccine at 12 months of age or older for persons less than 13 years of age;

(ii) 2 doses of varicella vaccine separated by at least 28 days for persons 13 years of age or older beginning the vaccination series.

(3) Children entering any child care center/home shall, in addition to the vaccines listed above, also receive age-appropriate immunizations for:

(a) *Haemophilus influenzae* type b; and

- (a) Pneumococcal disease using pneumococcal conjugate vaccine.

**420-6-1-.04Vaccine Shortages.** When the State Health Officer determines that there is a vaccine shortage of one or more vaccines whether statewide or localized, affecting the ability of the healthcare system to assure that all children have access to age-appropriate immunizations required for school entrance by Alabama Administrative Code, Chapter 420-6-1-.03, the State Health Officer may notify affected health care providers about the supply shortage(s) and authorize such providers to validate a certificate of immunization despite one or more indicated, age-appropriate vaccinations not being administered because of vaccine shortage. Such validation will be accomplished by the provider affixing a department-supplied sticker to the individual child's certificate to indicate a new expiration date, not to exceed one year from the current date or the end of the school term for which the certificate is due, whichever shall be later.

#### Influenza Information ACT (2014-274)

##### **Influenza Disease**

What is influenza disease? Influenza (flu) is a contagious respiratory illness caused by a virus.

The virus infects the nose, throat, and lungs. It can cause mild to severe illness, hospitalization, and even death.

What are the symptoms?

Anyone can get flu and it strikes suddenly and can last several days.

Symptoms of flu disease may include: Fever or feeling feverish/chills, Muscle or body aches, Headaches, Cough, Fatigue (very tired), Sore throat, Vomiting and diarrhea, Runny or stuffy nose

How does influenza disease spread? Flu is spread by:

- An infected person's droplets from cough, sneeze or talk enter the mouth, eye or nose.
- Touching a surface or object with flu virus on it and then touching mouth, eyes or nose. An infected person can infect others 1 day before symptoms start and up to 5 to 7 days after symptoms start. Some people, especially young children and people with weakened immune systems, might be able to infect others for an even longer time.

How do I prevent the flu?

Get a yearly flu vaccine. Wash your hands properly and often. Cover your cough and sneeze with arm. Clean and sterilize surfaces. Stay home if you are sick.

##### **Influenza Vaccine**

Who should get the influenza (flu) vaccine?

The flu vaccine is recommended every year for everyone age 6 months or older.

Who should be vaccinated against influenza because they are at increased risk?

Children 6 months of age through 5 years, Adults 65 years of age or older, Pregnant women,



*Asthma	*Weakened immune systems	*Blood disorders
*Chronic lung disease	due to disease or medication	*Kidney disorders
*Heart disease	*People younger than 19 years	*Liver disorders
receiving long-term aspirin therapy		*Extremely obese people

Flu vaccines are safe, but some side effects can occur.

More serious problems may include Guillain-Barre syndrome (GBS) in fewer than 1 or 2 cases per one million people vaccinated, children receiving multiple vaccines slightly increase in fever with seizure.

## Where can I find more information?

Ask your doctor. Ask you school nurse. Call the Alabama Department of Public Health, Immunization Division, at 1-800-469-4599. Go to [cdc.gov](https://www.cdc.gov)

## What is meningococcal disease?

- Meningococcal disease is any illness caused by the bacteria *Neisseria meningitidis*.
- It is the leading cause of bacterial meningitis in children 2-18 years of age in U.S.
- Meningococcal disease can be very serious, even life-threatening in 48 hours or less.
- The two most severe and common illnesses caused by meningococcal bacteria include;
  - Meningitis - an infection of the fluid and lining around the brain and spinal cord
  - Septicemia - a bloodstream infection

- Symptoms of meningococcal disease are similar to influenza (flu) and may include: sudden high fever, headache, stiff neck, nausea, vomiting, increased sensitivity to light, rash, confusion, severe aches and pain in the muscles, joints, chest or belly.



### **How does meningococcal disease spread?**

- Meningococcal disease is spread person to person by sharing respiratory secretions, through kissing or coughing, close or lengthy contact, and among people who share a room or live in the same household.
- Anyone can get meningococcal disease, but teens and college freshmen who live in residence halls are at increased risk.
- Some people can “carry” meningococcal bacteria in their nose and throat without getting meningococcal disease, but can still infect other people.
- Most cases of meningococcal disease are spread by people who “carry” the bacteria with no symptoms, appear to be random, and not linked to other cases.
- Meningococcal outbreaks can occur in communities, schools, colleges, prisons, and in other high risk populations.

### **Who should get the meningococcal vaccine?**

- Meningococcal vaccine(s) is recommended for all preteens and teens.
- All 11 and 12 year olds should be vaccinated with serogroups A, C, W, and Y meningococcal conjugate vaccine (MCV4). A booster dose is recommended at age 16.
- Teens and young adults, 16 through 23 year olds, may also be vaccinated with a serogroup B meningococcal vaccine (SBMV), preferably at 16 through 18 years old.
- Both MCV4 and SBMV can be given at the same time, talk to your provider.
- Teens with HIV should get three doses of MCV4.
- People 55 years of age and older should get Meningococcal polysaccharide vaccine (MPSV4).

### **Who should be vaccinated because they are at increased risk?**

- College freshmen living in dormitories.
- Laboratory personnel exposed to meningococcal bacteria.
- U.S. military recruits.
- Anyone traveling or living where meningococcal disease is common, like Africa.

- Anyone with a damaged spleen or who had the spleen removed.
- Anyone with an immune system disorder.
- Anyone exposed during a meningococcal meningitis outbreak.

#### **What are the vaccine side effects and risks?**

- MCV4 and SBMV are safe, but side effects can occur.
- Most side effects are mild or moderate and do not affect daily activities.
- The most common side effects in preteens and teens occur where the injection is given and may include pain, tenderness, swelling, and hardness of the skin.
- Other common side effects may include nausea, feeling a little run down, and headache.
- Some preteens and teens may also faint after getting a vaccine.
- Reactions usually last a short time and get better within a few days.

#### **Where can I find more information?**

- Ask your doctor.
- Call the Alabama Department of Public Health, Immunization Division, at
- 1-800-469-4599.
- Go to [cdc.gov](http://cdc.gov) and type meningococcal disease in SEARCH box.

#### **For all schools:**

The Henry County School System implements the NCLB Parents Right-to-Know provision by providing parents with copies of all required notifications/forms. These include both English and Spanish (and other languages as needed) versions of the required documents. TransACT is used as a resource for the documents.

The Henry County School System is committed to enrolling without barriers and providing fair and equitable services to students with limited English proficiency, children with disabilities, migratory children, neglected or delinquent youth, homeless children and youth, and immigrant children. For further information see the LEA Title I Plan, EL Plan, and/or Homeless Children and Youth Plan available in the school principal's office, the superintendent's office, or on the Henry County website <http://www.henrycountyboe.org> (Departments + Federal Programs + Documents + Federal Programs Documents).

## Henry County Board of Education

### Internet Acceptable Use Policy Permission Form

Dear Parents and Students:

The Henry County School System's Acceptable Use Policy is designed to provide guidelines for using the Internet and email in the classrooms, school media center, and computer labs of your school this year. Every student will be assigned a Gmail (email account) for school use. Because we will be using Google Classroom to communicate homework assignments, each student must have a Gmail (email account). Please take the time to read this policy. If you have any questions about it, please be sure to contact the principal or the office of the superintendent.

This policy must be read and signed by both the student and a parent/guardian, and then returned to your child's homeroom teacher. Please return the signed form within one week, since your child will not be given access to the Internet until you have agreed to this policy.

Please note that if you violate the terms of this policy, you may lose privileges or receive punishment as defined in the Henry County Board of Education Code of Conduct. It is YOUR responsibility to read and ask questions about this policy. Your teacher is planning an in-class discussion of this policy after you have had a chance to become familiar with it.

Thank you,  
Roy Dawkins, Principal

**Please return this form to your teacher within one week.**

I acknowledge that I have read, understand and agree to all terms as outlined in the Internet Acceptable Use Policy. I further understand that this agreement will be kept on file and at the school for the academic year in which it was signed. (Please check one of the following.)

Please check the following if you GIVE permission for Henry County Board of Education to create/maintain a Gmail/GSuite for Education account for your Student to participate in Google Classroom activities (including homework). Yes \_\_\_\_\_ No \_\_\_\_\_

\_\_\_\_\_ My child may be photographed and placed within the media.

\_\_\_\_\_ My child may NOT be photographed and placed within the media.

\_\_\_\_\_  
Student's Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent's Signature

\_\_\_\_\_  
Date

### **ACKNOWLEDGMENT STATEMENT**

**Complete an acknowledgment statement for each child enrolled.**

**Detach, sign and return this page to your child's school within one week.**

**Keep the following documents for future reference:**

Parental Notification of the Family Educational and Privacy Act (FERPA); Notice for Directory Information;  
Parental Notification of the right to information concerning teacher qualifications (No Child Left Behind Act of 2001);  
Parental Notification of Rights Under the Protection of Pupil Rights Amendment (PPRA)  
Parental Notification of the Early Warning Truancy Prevention Program and the School Conduct Intervention Program,  
USCO Policy Plan  
It's the Law, and  
Student-Parent Handbook.

**My child and I have read and understand the information contained in the Abbeville High School Parent-Student Handbook.**

\_\_\_\_\_  
Student's Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date