

Augustus Roberson Johnson
Health Science & Engineering
Magnet School



ARJ Student Guide **2022-2023**

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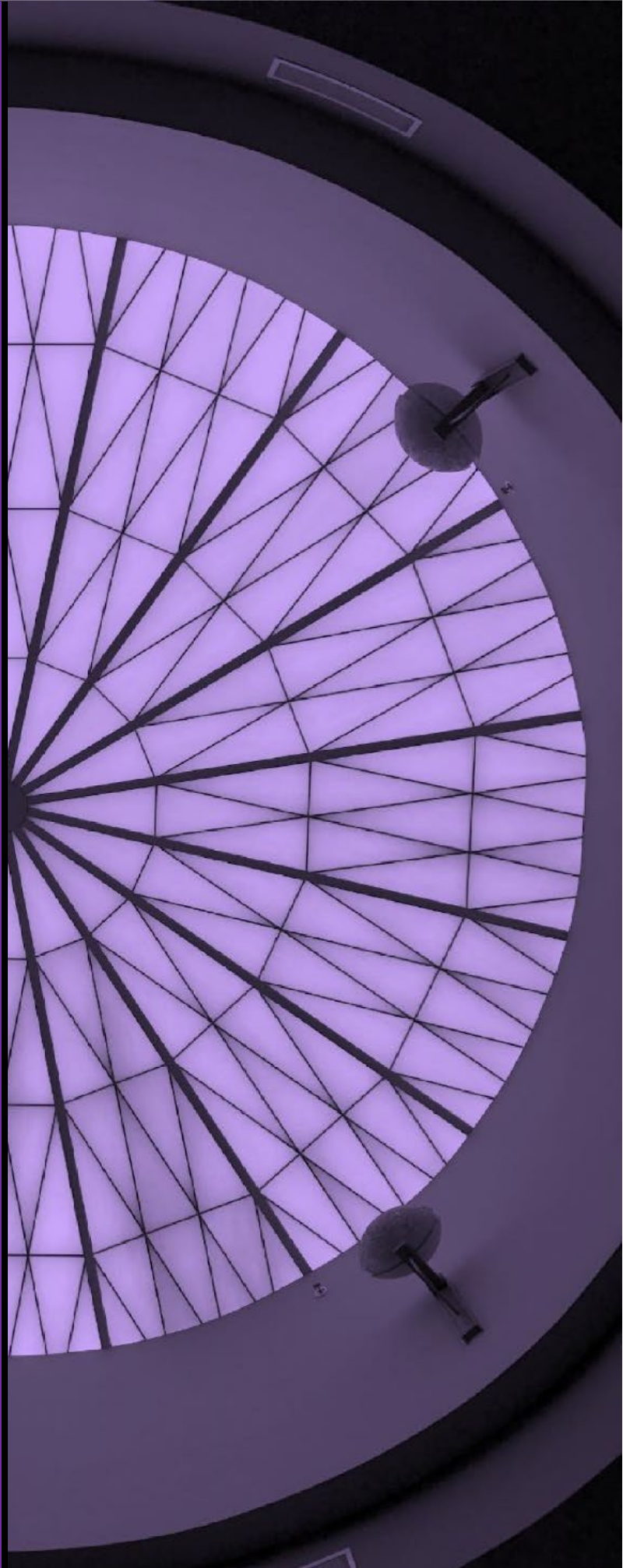




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A.R. Johnson Vision & Mission Statement

Our Vision

Education through Innovation

Our Mission

A.R. Johnson Health Science and Engineering Magnet School will foster a STEM culture that creates globally competitive 21st Century citizens that are college and career ready.

Message from the Principal

Welcome to A.R. Johnson Health Science and Engineering Magnet School!

Dear ARJ Family,

As we continue the legacy of success established at A.R. Johnson by building strong working relationships between students, parents, staff, and community partners, our primary focus is on developing employability and 21st Century Skills that ensure ARJ students are prepared for a successful future.

This school year, it is my hope that we will work together to provide students the best learning opportunities available and prepare them to be world class citizens who understand hard work and dedication are crucial for success.

This handbook was developed as a guide to explain our school's unique expectations, programs, and policies. This guide should serve as **recommended** reading for parents and guardians and **required** reading for our students.

To be successful at A. R. Johnson, students must regularly attend school, report to school and class on time, complete all academic assignments, and exhibit positive behavior that supports learning.

Your first assignment as an ARJ Panther is to read and understand this handbook in its entirety. If you have any questions, please ask your classroom teacher or a school administrator. All teachers, staff, and administrators wish to assist you in any way we can. A.R. Johnson has successfully prepared students for college and careers and we know from experience that successful Johnson students are those who are knowledgeable, informed and self-disciplined. We are here to help you reach your full potential. Best wishes and have a great year!

Dr. Driggers

Dr. Driggers, Principal

A. R. Johnson Health Science & Engineering Magnet School

Contract for Students and Parents

At AR Johnson, teaching and learning occurs in a structured environment where expectations are clearly established and understood. Each student is encouraged to reach their full potential. The administration and staff expect students to comply with the requirements of the RCSS Code of Student Conduct and the responsibilities listed below.

A list of expectations is given below. Please read carefully. Then parents and students sign the contract.

1. I understand my child is expected to attend school daily, to arrive promptly, and to remain throughout the scheduled hours.
2. I understand my child is to cooperate and conduct himself or herself with teachers, other adults, and classmates in a manner showing respect to all persons.
3. I understand my child is to complete all required work, including homework and work missed due to conflicts and/or illness.
4. I understand that, in grades 6-8, it is my child's responsibility to maintain an overall 75 average in academic subjects (language arts, math, science, and social studies) and not have a yearly average below a 70 in any subject. In grades 9-12, it is my child's responsibility to pass each subject with a 70 or above. Students in grades 6-8 having a yearly average below 70 in any class or having a cumulative average below 75 in the core classes will be required to return to the student's zoned school at the end of the year. Students in grade 9-12 having an end-of-course average below 70 are required to attend summer school in order to remain on track for graduation.
5. I understand my child is to respect and care for all equipment, supplies, and school property he/she uses.
6. I understand that if I choose to remove my child, or if I am asked to remove my child from the school, my child may not re-enter unless there are rare and extenuating circumstances as approved by the Superintendent or determined by the Board of Education. [Note: Students who withdraw due to military transfers may apply for re-admission through the annual magnet application process.]
7. I understand my child must adhere to all school policies and/or Richmond County Board of Education policies.
8. I understand that, to remain an ARJ student, my child must take appropriate level classes as determined by the school each year. ARJ offers no alternative program.
9. I understand that my child will be enrolled as a full-time student for the entire 2022/2023 academic year. My child must demonstrate acceptable performance in order to remain in the magnet school.
10. I understand my child must maintain the highest standards of honesty and integrity while attending ARJ.

AR Johnson is a college preparatory magnet high school for students interested in health science and engineering. I will enroll in one of the pathways and complete all course requirements and clinical/internship opportunities following prescribed and stipulated guidelines. The privilege of attending this school rest upon the personal responsibility of the child and the parent. For and in consideration of the County Board of Education of Richmond County offering this education program and selecting my child to attend, as a parent, I promise my child will be in regular attendance, cooperative, respectful of people, and studious in order to remain enrolled at AR Johnson. The student hereby agrees to work with the parents and staff in compliance with the above responsibilities.

Signature of Parent/Guardian

Signature of Student

Date

Date

Augustus Roberson Johnson

1853-1908

In 1870 A.R. Johnson became the first African American licensed to teach by the State of Georgia and paid under the state school fund. He was born in Augusta and was educated in the Augusta public schools. He was graduated from the Augusta Institute, now Morehouse College, from which he received the A.B. and A.M. degrees.

A.R. Johnson became principal of the first grammar school in Augusta for African Americans and taught in the Augusta public school system for 39 years. He later served as principal of the Mauge Street School.

A.R. Johnson was a masonic leader, he was president of the Lincoln Memorial Association, and a prominent member of the Knights of Pythias.

A.R. Johnson was a founder of the Douglass Infantry, the first state military company in Augusta, and was later commissioned lieutenant colonel by the State of Georgia.

An outstanding church leader, A.R. Johnson served for 36 years as superintendent of Sunday School at Harmony Baptist Church where he was also church clerk.

Expectations

Magnet School Standards & Expectations

Students must meet and maintain all elements of the ARJ contract each semester, to remain at A.R. Johnson.

Academic Standards

Middle school (Grades 6-8)

Middle school students must maintain a final core average of 75 with no semester or final grades lower than 70.

Although middle school students are expected to pass math and ELA along with science or social studies courses for promotion to the next grade level, failure of any course may lead to dismissal from ARJ.

High school (Grades 9-12)

High school students must maintain a minimum grade of 70 in all courses to remain at ARJ. Students who fail a course, may attend summer school to recover the credit (3 courses max) and will be required to meet with the ARJ administration to review performance.

- **Freshman Promotion:** 9th graders will be promoted to 10th grade when they have accumulated 5 credits.
- **Sophomore Promotion:** 10th graders will be promoted to 11th grade when they have accumulated 11 credits.
- **Junior Promotion:** 11th graders will be promoted to 12th grade when they have accumulated 18 credits.

Behavior Standards

Students who violate a major discipline rule may be immediately removed from ARJ through the district tribunal process.

Students with repeated minor violations may be placed on disciplinary warning and/or probation. Parents of students on disciplinary warning and/or probation will be required to attend a parent conference to review behavior expectations and to develop an intervention plan.

Students who continue to disrupt the learning environment while on probation may be dismissed from the school immediately.

Academic Requirements

Course Requirements:

Students are expected to sustain a rigorous course schedule throughout their academic career at A.R. Johnson. Students must meet all state and local requirements in the foundational courses of language arts, mathematics, science, social studies, and foreign language. Additional courses are offered and recommended. Upon entering high school, each A. R. Johnson student must choose a major pathway (healthcare science, engineering, or computer science). **AR Johnson Requirements:** Students are required to complete all work in this chosen field of study and participate in all classroom activities. Students must observe county and school academic policies. **Homework is a part of each student's total evaluation.** (See Homework)

Dual Enrollment

Students who are interested in pursuing dual enrollment must schedule a conference in **April** of each year between the parent, student, and counselor prior to signing up for any coursework. All courses must be approved by the counselor in writing before the state will pay for the course.

Homework

Students are expected to complete homework independently. Not only is homework academically necessary, but it teaches responsibility. All students will have to work and study regularly each day. If you find yourself cramming for tests, daily preparation should be increased. (See Course Requirements given by teachers.) Refer to the ARJ teacher pages for assignments.

Progress Reports

Progress reports are sent home two times during Fall Semester and two times during Spring Semester. Grades will be reported as numerical scores based on tests, assignments, projects, etc. Progress reports provide an opportunity to improve grades before report cards are issued. If you see that your child is not doing well in a class, please contact the teacher to schedule a conference.

Report Cards

Report cards will be disseminated twice a year.

Academic Probation

At the end of each six-weeks grading period, a list will be compiled of all students who are on academic probation.

A student will be placed on academic probation if either of the following are true:

- A. An average below 70 in any individual class for those six weeks, OR
- B. A cumulative academic average below 75 in mathematics, social studies, science, and language arts combined

Academic probation will continue for six weeks, at the end of which the average(s) will be reevaluated. While on academic probation, a student will not be allowed to miss academic classes for school-related functions

such as field trips or athletics. Any fees submitted in advance for such activities will not be refunded. (If an entire grade is going on a field trip, the student will be allowed to go.)

Attendance

Absence from class results in lost instructional time. Missed work must be made up within one week (5 school days). Generally, if you are only absent the day of a scheduled test/quiz, you are expected to take that test/quiz on the day of your return. Make-up work/tests due to multiple, intermittent absences will be scheduled at the discretion of the teacher. Excessive absences, for whatever reason, invariably cause lower grades. Make-up work is allowed following an excused absence. Students are expected to attend all classes and to be prepared for those classes. Being prepared means having paper, pencils, books, homework, etc. Absences are classified in the following manner:

Excused Absences (E)

An absence is excused if it is caused by illness, death in the family, or a medical appointment. A note for all absences is required upon the student's return to school and should be placed in the drop box outside of the Counseling Office.

*Tests, quizzes, and regular assignments: These are to be made up at the convenience of the teacher, and it is the student's responsibility to contact teacher regarding make-up work. Students who fail to see the teacher and schedule a time to make up missed work may receive a penalty.

*Pre-assigned essays and projects: Due to students having advanced notice of these assignments, they are still due on the assigned day even if the student is absent. Please plan to email, fax, or send any essays or projects to the school on the day they are due.

Unexcused Absences (U)

An absence is unexcused when there is no explanation or note explaining the absence from the parent or the doctor. Absences due to vacations, trips, etc. are considered unexcused unless a pre-approval form is completed and approved by the principal prior to the event. Richmond County Policy states that no absences should be unexcused. The Social Worker, Principal, and the Attendance Committee are notified when students accumulate 1 (ONE) unexcused absence.

Procedures for Absences

- Within two days of the student returning to school, he/she should present a note or document to the attendance office indicating the:
 - date(s) of absence(s)
 - reason(s) for the absence(s)
- All notes from parents or guardians must be signed and dated with a telephone number where the parent or guardian can be reached to verify both the note and the signature.
- Five parent notes will be accepted for absences for the school year. All additional absences, students must submit a doctor's note for an absence to be considered excused.
- Students are responsible for placing ALL excuses (doctors notes and parent notes) in the drop box outside of the counseling suite.
- Legal excuses are outlined in the Richmond County Board of Education Code of Student Conduct handbook.
- The student/parent should maintain a personal file of all absences.

Missed Work Due to Absence:

The student is responsible for collecting all assignments before leaving or immediately upon return. Missed work must be made up within 5 school days of the student's return to school.

College Visits:

Students are allowed three college visits between their junior and senior years, which must be requested and approved by Dr. Driggers office prior to attending the visit. **You must turn in your visit agenda and/or confirmation form from the college to the attendance clerk.**

Early Dismissal:

If a student leaves school before 3:10 pm, the student will present a written note from a parent or guardian explaining the need to leave school early. The note must be signed and dated by a parent or guardian. For security purposes, we will verify notes using phone numbers that we have on file. The student and parent should maintain a personal file of all early dismissals.

EARLY DISMISSALS SHOULD BE KEPT TO A MINIMUM.

Any early dismissal that is unexcused will be counted as a tardy. It is important to remember that unexcused times tardy will count in the totals for determining detention hours. Students must bring a doctor's note for early dismissals related to doctor's appointments, for the tardy to be counted as excused. Due to school-wide afternoon dismissal procedures, individual early dismissals will not be allowed after **3:00 pm.**

Full School Day:

For a student to be marked present for a full school day, a student must be in attendance for one half or more of the school day. However, a student will not be recognized for perfect attendance after (10) times tardy.

School/Athletic Activity:

An absence due to a student's participation in a recognized school activity or event is officially excused. The student will not be marked absent from school. However, the student is responsible for getting, completing, and submitting **all** assignments.

Special Circumstances (Prearranged):

The principal may grant an approval under special circumstances. These must be **pre-approved** by the principal and documentation may be necessary. If the parent knows in advance that the student will be absent, the parent should send a note to the principal requesting a Prearranged Absence Form. Once the form is returned, the principal will then determine whether the absence is excused or unexcused and if excused, allow the student to gather their work and assignments prior to the absence.

Student Sign-In and Sign-Out Process:

All students, including dual-enrolled and work-based learning students, are expected to sign-in and sign-out appropriately.

****All students will acknowledge arrival or departure by visiting the school's front office.***

Tardiness:

Tardy to School

Punctuality is expected of AR Johnson students. Students are tardy to school after the **8:30 tardy bell**. Train delays and other personal transportation delays are considered unexcused times tardy as bus transportation is

provided for each student. Excessive unexcused times tardy are viewed as cutting class and such cases will be referred to the principal and may be considered grounds for dismissal from AR Johnson. Classroom teachers handle students' tardiness according to the county policy. Students who arrive after 8:30 am must report to the front office.

*** Students who drive to school and are excessively late to school may lose their parking privileges.**

Discipline for Excessive Tardiness

- 4th Tardy – Warning letter sent to parents
- 8th Tardy – 3 hours of detention
- 11th Tardy – 1 day of suspension, student placed on behavior probation and the student's parking privileges will be revoked
- 16th Tardy – 3 days of out of school suspension & the student will have to return to their zoned school

Truancy:

Any student guilty of cutting or skipping school is guilty of truancy. Truants break the contract required by the school, as well as the county rules. Discipline will be administered following the Richmond County Code of Conduct. Students who are repeat offenders will be referred to a Richmond County Social Worker.

Disciplinary Probation

If a student accumulates multiple infractions or is suspended, he/she will be placed on Disciplinary Probation. Rules as stated in the RCBOE Code of Student Conduct will be upheld. Exemplary behavior is expected at AR Johnson Magnet School. Students will not be permitted to disrupt the vital process of teaching and learning, therefore, compliance with the signed AR Johnson Contract and Discipline Criteria is mandatory for each student. (A copy of the contract and discipline criteria is included in this handbook.) Detention hours for times tardy will not count toward disciplinary probation unless the student reaches the 11th tardy, for which he/she will receive a 1-day suspension. This suspension will apply to Disciplinary Probation because 11 times tardy are considered excessive. The student's status will be reviewed at the end of each semester. If improvement does not occur, the student will be asked to return to his/her zoned school. When a student is suspended, he/she is put on disciplinary probation. If that student is suspended a second time during that school year, he/she will have to return to their zoned school. Furthermore, students who go to tribunal and are found guilty of the charges will not be able to return to A.R. Johnson after the tribunal.

Cheating:

A student shall not commit the offense of academic dishonesty which includes cheating, lying, plagiarism, altering records, or other fraudulent acts on school assignments, exams, records, or statewide assessments; using the computer network for any illegal activity such as copying or downloading copyrighted software or violation of copyright laws which includes using BYOT or school issued devices to copy or share copyrighted items. Students who are caught cheating will be placed on disciplinary probation. Examples include but are not limited to: copying another student's work, plagiarism, completing another student's online assignment, using a "cheat sheet", etc. If the student holds a position (office) in a club, or an athletic team, or in an organization, he/she will be dismissed from that position.

Computer Use/Internet-General Guidelines: SEE CODE OF CONDUCT FOR SCHOOL SYSTEM'S NEW INTERNET POLICY.

1. Internet is accessed only for support of the instructional program and the curriculum is outlined in the Richmond County Curriculum Guides.

2. Transmission of any material in violation of any US or state law or regulation is prohibited, including copyrighted material, threatening or obscene material, or material protected by trade secret.
3. Use for commercial activities is prohibited.
4. Use for product advertisement or political lobbying is prohibited.
5. Netiquette-Generally accepted rules of network etiquette shall include, but are not limited to, the following: Be polite; use appropriate language; no swearing or vulgarities; email is not necessarily private; therefore, be careful about what you say about others; no disruptive use of the network such as "chain letters" or other non-educational traffic; remember statements offered by the user are a personal opinion and do not necessarily reflect the views of Richmond County Schools.
6. Internet usage is a privilege, not a right, and inappropriate use will result in a cancellation of those privileges and may result in disciplinary action.
7. Security-Students are not to reveal their personal information (home address, telephone number, social security number, etc.) to other individuals on the Internet. On email, use only school addresses.
8. Vandalism-Vandalism is defined as any attempt to harm or destroy hardware, software or data of another user, Internet or agencies or other networks that are connected to the Internet. This includes, but is not limited to, the uploading or creation of computer viruses. Vandalism will result in the immediate cancellation of privileges and disciplinary action.
9. No software of any kind may be brought from the student's home for use on any school computer.

Detention:

Some rule infractions will result in the assignment of morning detention from 7:15 am-8:15 am. Detention procedures are as follows:

1. Report to the front office by 7:00 am. The detention teacher will take all students to the detention location.
2. Detention is served on the date assigned. Athletics practice, work, etc. are not excuses for not serving detention. Detention students may be given work activities to do in the school as their detention.
3. Sign out in the detention book after completing your time.
4. If afternoon detention is assigned, parents must pick up no later than 4:20 pm, as the building closes at 4:30 pm. Students will be given additional detention if picked up later than 4:20 pm and on occasions where students are continuously not being picked up on time, other disciplinary measures besides detention will occur and shall not exclude suspension.
5. Not being picked up on time can also put your status at AR Johnson in jeopardy, and you may have to return to your zoned school. This policy will be strictly enforced.
6. If you do NOT notify the office BEFORE you cannot serve detention, you will be given another hour of detention.
7. If you accumulate detention hours that are not being served, you will be suspended.

Dress Code:

For detailed information regarding student dress code, please refer to the RCSS Code of Student Conduct. There are a few exceptions and additions specific for ARJ listed below:

- At all times students are responsible for body cleanliness, neatness of appearance, and good grooming.
- Clothing with large holes larger than 3 inches are not permitted. Holes in pants must be below fingertip-length.

- All tops/dresses must cover the waist, shoulders, and back. No see-through garments. Crop tops are not permitted.
- Pajama pants are not allowed. Bedroom shoes and slippers, i.e. furry slides, are not permitted.
- Blankets and stuffed animals are to remain at home.
- Hair color must be within the “natural” range, not green, blue, purple, fuchsia, pink, orange, bright red, etc.
- No slides/shower shoes/flip flops/shoes with wheels.
- T-shirts may not have sorority/fraternity logos, or derogatory writing or pictures.
- The waistband of pants must be worn at the waist. Pants worn on the hips are not allowed.
- No body piercing (Ear piercing is allowed).
- Every student is expected to wear proper undergarments.
- Hats, caps, brushes/picks/combs, bandannas, scarfs, hats, hoodies, bonnets, head coverings, etc. worn inside the building and should be kept in lockers while students are at school.
- All shorts must be at least beneath finger-tip length. (No running/volleyball/spandex/bike shorts).
- Leggings must be accompanied with a shirt or top that is no shorter than fingertip length above the knee-PE classes will have separate guidelines.
- Ear buds are not to be worn in the hallways.

Discipline for Dress Code Violations

- 1st offense – Warning, recorded in Infinite Campus by teacher. Parents will be called for a change of clothing. Student will sit in the office until a parent arrives with a change of clothing and the student will receive a zero in all classes missed.
- 2nd offense – 1 hour of detention, recorded in Infinite Campus by teacher. Parents will be called for a change of clothing. Student will sit in the office until a parent arrives with a change of clothing and the student will receive a zero in all classes missed.
- 3rd offense – 1 day of in-school suspension & behavior warning letter. Parents will be called for a change of clothing. Student will sit in the office until a parent arrives with a change of clothing and the student will receive a zero in all classes missed.
- 4th offense – 3 days of in-school suspension & behavior probation letter. Parents will be called for a change of clothing. Student will sit in the office until a parent arrives with a change of clothing and the student will receive a zero in all classes missed.
- 5th offense – 1 day of out-of-school suspension & student in jeopardy of dismissal.

Dress Code for CTAE Pathways

Students enrolled in high school healthcare science and/or engineering clinical/internship experiences are required to follow specific professional dress codes in addition to ARJ’s student dress code.

Each Wednesday Healthcare Science Students are to wear scrubs and Engineering Students are to dress professionally.

Each Friday is considered an ARJ Spirit Day. Students are encouraged to wear purple and white.

Forgery:

If a student is caught forging a parent's signature, the student will be given three hours of detention and placed on disciplinary probation.

Leaving Class:

Students who leave class without permission will be given three hours of detention.

***Leaving campus without permission will result in suspension.**

Manners: Lecture Hall Etiquette:

Students at AR Johnson are expected to exhibit appropriate audience etiquette. Teachers and administrators will issue detention where necessary when a student is not adhering to the proper behavior below:

1. Arrive on time
2. Avoid unnecessary talking or other forms of noise.
3. Do not enter or leave during the presentation.
4. Be attentive.
5. Applaud where appropriate-**but do not whistle, yell, or call out.**
6. **Do not take food or drink into the Lecture Hall. No chewing gum!**
7. Do not prop up your feet on the backs of chairs or on chairs next to you.
8. All cellular devices are to be silenced.

Technology:

As a 1 to 1 technology school, we believe that it is important for every ARJ student to be good digital citizens. Digital citizenship promotes empathetic understanding and building positive connections with others with digital tools. Digital citizenship seeks to eliminate cyberbullying, social media harassment, and other abuses of digital media. Good digital citizenship begins with knowing when and how to appropriately use digital tools. ARJ students should never use digital tools including smartphones and headphones in hallways, transition periods, or classrooms (unless directed by the teacher for instructional purposes).

BYOT (Bring Your Own Technology)

RCSS students are allowed to bring personal devices to school for instructional uses during the school day. Personal devices should not be visible or heard when not in use for instruction. Neither RCSS or ARJ will be responsible for lost or stolen technology items. All users bringing technology must agree to the RCSS Technology Policy. **Technology (including headphones and/or ear buds) are not permitted in the halls, restrooms, Lecture Hall, or commons area (or anywhere the student does not have explicit permission from a teacher).** Students may use technology (not including social media) during breakfast, at lunch, and afterschool unless engaged in a club or athletics. AR Johnson has a phone in the main office for student use and students should not make phone calls on cellular devices before, during, or after school. Social media use is not allowed while on school campus. Please see the acceptable use policy and the BYOT agreement for additional guidelines.

1 to 1 Technology

Each ARJ student will be provided a laptop device. Students will be allowed use these devices at home and at school. Students are responsible for the handling and care of these devices. Lost or damage fines will result if students are irresponsible with their school issued device.

Middle school devices will be managed through a Verizon Innovative Schools grant (VILS).

High school devices will be managed through a school district initiative.

IF AN ELECTRONIC DEVICE IS USED OUTSIDE OF THE AUTHORIZED CLASSROOM OR WITHOUT THE PRESENCE OF A TEACHER, THE CONSEQUENCES ARE:

1st Offense-School will require a parent to pick up the technology and sign a letter documenting they understand the guidelines for appropriate use of technology during school.

2nd Offense-Student will receive 3 hours of detention. Parent must pick up the technology from the school.

3rd Offense-Student will receive 5 hours of detention. Parent must pick up the technology from the school.

*If after the 3rd offense the student continues to use an electronic device inappropriately, more severe consequences will follow.

Counseling Department

The Counseling Department provides each student with the opportunity for maximum personal growth and achievement. The counselors provide students with advisement regarding academics, colleges, careers, and scholarships, as well as personal/social development. Classroom guidance lessons are provided as part of the comprehensive school counseling program. In addition to some testing, the counselors also coordinate special programs such as the Governor's Honors Programs for 10th and 11th grade students and the Duke Talent Identification Program for 6th and 7th grade students. Several parents' night programs are conducted each year on various topics of interest through the Counseling Department. Information on colleges, careers, scholarships, financial aid, and summer enrichment programs are also available in the Counseling Department.

The first three days of school are reserved by the Counseling Department for student scheduling needs. Students are to address scheduling concerns by following outlined procedures. Schedules are finalized after the first week of school. During this time if an emergency arises, the counselors will be available. Parents may arrange an appointment with the counselors any time after the first two weeks of school.

Students Records/Confidentiality

The records of the school system concerning individual students are used in accordance with state and federal laws and will not be made available to any person or organization without prior written permission from the students' parents or legal guardians. Student records; however, may be used to gather directory information (student names, addresses, phone numbers). After graduation, records are sent to the Richmond County Board of Education Student Records Department.

Withdrawal from A. R. Johnson

Parents of students who plan to withdraw from school for any reason should give the school a twenty-four (24) hour notice to prepare and disseminate the withdrawal forms. The following information must be provided:

- Last day the student will attend A. R. Johnson
- Reason of withdrawal

- A written statement including the name and location of the next school.
- A signed statement acknowledging understanding that the student cannot return if withdrawn.

The student should pick-up the withdrawal form in the Registrar's Office. If a twenty-four (24) hour notice is not possible; the student should report to the Registrar's Office to request a withdrawal. The Registrar will notify the Counselor and Principal of all requests to withdraw.

A parent and/or student conference with the principal may be required prior to the withdrawal. Parents must come to the school to pick up withdrawal documents. The receiving school must formally request academic records. The withdrawal packet will only include the withdrawal document-no academic records.

All textbooks, library books, lab coats and other school property must be returned, and fines paid before the withdrawal document will be released.

Honors

Honor roll recognition at AR Johnson is reserved for those students earning grades of 80 to 100 and having satisfactory conduct in all classes. (Students must be aware that discipline is an integral part of the magnet school program and that all students will be held to the signed contract). We recognize honor roll students at the end of each nine weeks. All year honor roll requires students to be on the honor roll each nine weeks.

Membership in the National Senior Beta Club (9th-12th grades) and the National Junior Beta Club (6th-8th) is an honor reserved for outstanding students at AR Johnson. Membership in the National Beta Club is contingent upon a student having a cumulative GPA of not less than 92.5 in middle school and 3.70000 in high school and demonstrating the highest level of scholarship, leadership, service, and character. Eligible students are invited to apply based on these GPA requirements and are selected by a faculty committee. Parents and students must understand that no student has a right to be selected for membership in a chapter of the National Beta Club. Selection is an honor that must be earned. Students may also be placed on probation and/or removed from the Beta Club for low grades, behavior infractions, and/or failure to complete the required number of service hours.

The National Honors Society is an organization founded to honor students who have excelled in areas of leadership, scholarship, service, and character. **Scholarship**-Per national guidelines, at a minimum, students must have a cumulative GPA of 85, B, 3.0 on a 4.0 scale, or equivalent standard of excellence. (Each school chapter is allowed to require a higher cumulative GPA.) **Service**-This involves voluntary contributions made by a student to the school or community, done without compensation. **Leadership**-Student leaders are those who are resourceful, good problem solvers, and idea contributors. Leadership experiences can be drawn from school or community activities while working with or for others. **Character**-The student of good character is cooperative; demonstrates high standards of honesty and reliability; shows courtesy, concern, and respect for others; and generally, maintains a clean disciplinary record. Students who meet the scholarship requirement will have an opportunity to complete a form detailing their accomplishments in and commitment to service, leadership, and character. Students will be notified in the Spring with an induction ceremony in the Fall. Applications are due mid-February.

ARJ Platinum "J" Honor Society Application

NAME: _____

HOMEROOM: _____

Platinum "J" Society Members are selected from seniors who earn a minimum of 20 points on the scale below. Eligibility is limited to graduating seniors who complete their full high school program in no more than four years. Every recipient must have an **overall Grade Point Average of 85 for grades 9 through 1st semester of grade 12**. The number of points required for each area is designated below. The conduct record and the reputation of each candidate must be approved by the principal, assistant principals, and the chairperson of the Honors Committee. Each point claimed requires a signature by the faculty member responsible for that area.

NOTE: THIS APPLICATION MUST BE COMPLETELY FILLED OUT AND RETURNED TO the assigned high school guidance counselor. POINTS MUST BE VALIDATED BY THE Platinum "J" COMMITTEE CHAIR.

AREA 1 SCHOLASTIC ACHIEVEMENT (min. 4 pts)

	Points		Faculty
	<u>Assigned</u>	<u>Earned</u>	<u>Signature</u>
Honors for 9 th grade (90 or better avg.)	2	_____	_____
Honors for 10 th grade (90 or better avg.)	2	_____	_____
Honors for 11 th grade (90 or better avg.)	2	_____	_____
Honors for 12 th grade (90 or better avg. 1 st sem.)	1	_____	_____
Governor's Honors Finalist	1/year	_____	_____
Governor's Honors Semi-Finalist	1/year	_____	_____
Valedictorian	3	_____	_____
Salutatorian	2	_____	_____
Honor Graduate	1	_____	_____
National Honor Society Member	1/year	_____	_____
Star Student	2	_____	_____
Scholarship Granted	1/scholarship	_____	_____
National Merit or National Achievement Finalist	3	_____	_____
National Merit or National Achievement Semi Finalist	2	_____	_____
National Merit Outstanding Participant	1	_____	_____
FLAIR	1/induction	_____	_____
AP (3 or higher on AP exam)	1/exam	_____	_____
Dual Enrollment	1/ea. 3	_____	_____
TOTAL: _____			

AREA II LEADERSHIP (minimum 2 points)

Editor of the Yearbook	1/year	_____	_____
Officer of approved club	1/club/year	_____	_____
Member of Student Council	1/year	_____	_____
Class Officer	1/club/year	_____	_____
State Officer of approved Club/Activity	2/year	_____	_____
Team Captain of Sports	1/year	_____	_____
Youth Leadership Augusta Program	1	_____	_____
TOTAL: _____			

AREA III CLUB/Competitive Team MEMBERSHIP (Max. of 4 points)

**** Faculty signs credit for students who have
been active members for 2 or more years.****

Club Name	Points		Faculty Signature
	<u>Assigned</u>	<u>Earned</u>	
_____	1	_____	_____
_____	1	_____	_____
_____	1	_____	_____
_____	1	_____	_____

TOTAL: _____

AREA IV EXTRACURRICULAR ACTIVITIES

All-County Orchestra	1/year	_____	_____
All-State Orchestra	2/year	_____	_____
Letter in Orchestra	1/year	_____	_____
HS/Eng/Academic Competition Part.	1/competition	_____	_____
HS/Eng/Academic Competition Winner (County/District/State/National level)	2/award	_____	_____
Yearbook staff member	1/year	_____	_____
Science Fair Winner (1 st -3 rd place)	1/year	_____	_____

TOTAL: _____

AREA V ATHLETICS

Varsity Letter	1/sport/year	_____	_____
Manager's Letter (any sport)	1/sport/2year	_____	_____
All-Region Team	2/sport/year	_____	_____
All-County Team	1/sport/year	_____	_____
Most Valuable Player	1/sport/year	_____	_____
Member of State-Winning Team	1/sport/year	_____	_____

TOTAL: _____

AREA VI Certifications

Health Science	1/certification	_____	_____
Engineering	1/certification	_____	_____

TOTAL: _____

AREA VII Community Service

Documented/approved hours	1/50 hrs	_____	_____
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TOTAL POINTS: _____

Media Center Procedures

The Media Center hours are as follows:

Monday-Thursday: 7:45-3:30

Friday: 7:45-3:25

No passes are required before or after school; however, all students must sign in. Students must wait in the commons in the morning, the Media Center generally opens with the breakfast line.

Students may come to the Media Center during their lunch period if they get a pass from the teacher on duty. When students enter the Media Center, they should sign in. **No food or drinks are allowed in the Media Center.**

Media Services

Students may check out up to 4 books at a time for 10 school days. Students may not check out materials if overdue items are on their account. Students losing materials will be responsible for replacement cost.

All fines and fees will remain on a student's account until they are paid. Unpaid fines and fees will result in records being held if the student is leaving the school system or diplomas being withheld upon graduation. This includes fines for lost or damaged textbooks, library books, sports uniforms, and technology.

A color printer is available for student use in the media center. **Students who are printing must have a signed pass from their teacher outlining the nature of what needs to be printed.**

Messages and Phone Calls

Classes will not be interrupted for messages, deliveries, or phone calls (except for verified emergencies) during the school day. **Please make your arrangements with students before they leave for school.** When the office receiver personal messages or items for students, the students are asked to pick them up between classes from the front office.

Parent/Teacher Organization

The Parent Teacher Organization integrates resources of the home, school, and community by enhancing the quality of education for the students it serves. The organization allows parents, teachers, and students the opportunity to contribute to the general planning of educational and social activities of the school. Suggestions are always welcome. AR Johnson encourages 100% participation. The times and dates of regular meetings will be announced on the ARJ website. PTO dues and fundraisers support many endeavors including award plaques and scholarships which are presented to students and teachers each year.

School Safety

Emergency Drills

Fire, tornado, and lockdown drills are held throughout the school year. Remember these basic rules:

- **Stop work immediately**
- **The students will file out of the classroom quietly, following the exit route for their classroom. Walk – don't run!**
- **Once outside, the teacher will check the roll (teachers should bring rolls and grade books with them outside) No talking!**
- **Students will move calmly and quickly to the designated area.**

Lockdowns will be announced over the intercom. Please remember to remain calm and silent. Listen to directions that are given. If a lockdown is announced while you are in the hallway or any other open space, please move to the closest classroom or secure space for safety.

Your teachers will review our site safety plan and procedures with you as we prepare for drills. Remember to be aware of your environment. If you see something, say something. If someone needs help, find the closest teacher/adult.

Fire Alarm at Lunch:

Students will be informed of the appropriate exits to use during lunch and will follow regular fire alarm procedures.

Fire Alarm during Class Change:

Students in the corridors should fall into double lines and walk quietly to the nearest exit. Under no circumstances is anyone to run. Once outside, students should regroup with the class they were going to attend.

Lecture Hall Evacuation:

Students will exit through the assigned doors. The nearest exit free from obstruction is the second choice with immediate regrouping outside the building with their assigned teacher.

Blocked Exits:

If a student meets a blocked exit or stairway, he/she should immediately reverse direction and proceed to the nearest exit. ALL FIRE ALARM PROCEDURES WILL BE CLARIFIED AND PRACTICED DURING THE SCHOOL YEAR.

First Aid/Illness during the School Day:

If students require first aid or become ill during the day, they are to report to the school nurse or the front office. The nurse or office staff will determine if it is necessary for the child to go home. Any medicine must be checked into the office (with a note) each morning that the student brings it to school. **Parents should notify the school of any change in work or home phone numbers as soon as the change occurs, so that in emergency situation the school can contact you in a timely manner.**

Tornado Warning Procedure:

Actions to be taken when a tornado alarm sounds are listed below. The principal will alert students and staff via the Intercom system.

1. If a classroom is next to a restroom or a vacant room, a student near the door is to check the room and if anyone is in the room, they are to report to the shelter area immediately.
2. Personal articles will be left in the room. Possible exceptions are a hand-carried bag, sweater, or coat if taking them does NOT delay the movement of the class.
3. Students should move quickly, calmly, and quietly without running.
4. Groups will stay together in the shelter area until authorized to return to the room, or until dismissed.
5. If insufficient time is available to reach the shelter area of the building, students should:
 - a. Go to the inside of the hall away from windows, squat on the floor next to the wall, head and knees together, or lie face down on the floor.
 - b. Cover their heads with a book if one is available
 - c. Notify the teacher immediately in case of injury
 - d. Realize that help is on the way-and keep calm

School Operations & Procedures

Bus Transportation

Bus transportation is provided for all students attending A. R. Johnson. More information about routes can be found at <http://www.rcboe.org/>. Please be sure to download the APP.

Students who come to school on the bus should return home on the bus unless they have been approved by the principal to do something different. Riding the school bus is a privilege. Improper conduct on the buses will result in that privilege being denied. Only regularly scheduled bus students are to ride the school buses.

Morning Bus Transportation-Students who ride a bus to school should board the bus designated for the zoned high school in their area from their residence. At the students zoned high school, students will board shuttle buses that transport magnet school students directly.

Afternoon Bus Transportation-after 3:20 pm, AR Johnson students will be transported to their zoned middle school where they will then ride the appropriate bus to their residence.

Buses drop off students in the morning and pick up in the afternoon at the front of the building.

Parents are asked not to leave their cars unattended at the curb or park behind teachers' cars in the parking lot during after-school pickup. As parents leave, cars need to move up in order to keep the traffic flowing. Parents wishing to come into the building are to park in the spaces provided, not along the curb. The office will not call into classrooms between 3:00-3:10 pm. If a parent needs to change transportation for a student, the parent should send a note with the student in the morning. If an unexpected change should occur, parents should call the school before 2:10 pm.

Typical School Day

8:30-3:20 School Hours

8:00-Doors open. No supervision before this time; students are to report to commons area

8:00-8:20 Breakfast

8:20-8:30 Lockers & Homeroom

8:30-8:40 Homeroom

8:45-9:35 1st period

9:40-10:25 2nd period

10:30-11:15 3rd period

11:15-12:40 4th period and lunches

12:45-1:30 5th period

1:35-2:20 6th period

2:25-3:20 7th period

*Drivers are cautioned to place students' safety before a fast pick up. **STUDENTS ARE NOT TO REMAIN AFTER 3:40 P.M. unless they are involved in a teacher-supervised activity.**

***STUDENTS MAY NOT STAY AFTER SCHOOL UNSUPERVISED.**

4:15 School is closed and locked; no supervision provided

Dismissal:

Not being picked up on time for activities may result in detention, suspension, and even returning to the zoned school. If your job does not allow you to pick up your child by 3:20, please have your child ride his/her assigned bus.

Book Bags:

No rolling book bags may be used unless the principal receives a written statement of medical need from the student's doctor. Once the principal approves the request, the student will be issued a rolling book bag permit from the office. The permit will need to remain on the book bag all year. Students are expected to use their locker. Book bags are to be used sparingly. Students cannot carry huge book bags; they are to use their locker for book storage. Warning-a loaded book bag is too heavy for students' backs and dangerous to others who may get bumped.

Instrument Care and Responsibility:

Students are expected to provide their own instruments for orchestra, place their names on their cases, and be responsible for the security of their instruments. **It is not the school's responsibility to locate lost instruments.** Students should be wary of lending their instruments to other students. If students borrow school instruments, they are responsible for securing and caring for those instruments. Students are expected to pay for lost school instruments and for any damage that is beyond normal wear and tear. The school cannot be responsible for damages to personally owned instruments. Students may drop off and store instruments in the marked area upstairs between 8:20-8:30 on the way to homerooms.

Lunchroom:

Students are responsible for emptying their lunch tray, cleaning their lunch tables, and making the eating areas neat. Lunchroom noise will be monitored. If students bring their lunch, they must remember that gum, candy, and soft drinks are not permitted. **Students may not order or have others deliver "fast foods."** No glass containers are allowed in the lunchroom.

Items for Resale:

Bringing items (food, beverage, crafts, school supplies, etc.) for resale by students is not allowed unless a specific fundraiser form has been completed and preapproved by the principal.

Parties during School:

Parties during school for any occasion are not permitted. This is in accordance with the county policy. **Students should not bring or have food delivered for themselves or other students or classes without permission from the office.** For example, **please do not bring a dozen cupcakes** to celebrate someone's birthday. At ARJ, we decorate our rooms and halls in recognition of calendar events and holidays. However, we do not dress up for Halloween. On "spirit days" students dress in class colors and/or ARJ T-shirts. Limousine-type pick-up is discouraged and may not interrupt school dismissal times nor block pick-up traffic.

Passing from Class to Class:

Students should be moving directly from one class to another. For orderly movement in the hall, students should walk on the right side. Each classroom teacher has an official hall pass for students to use during class. Passes are not to be used for telephone calls or to permit a student to interrupt another class or teacher. Students must have a pass to come to the office, clinic, or media center. Students coming during class change should secure a pass from the next period teacher.

Restrooms and Locker Rooms:

Restrooms are located for student convenience in each area. Students are encouraged to use the restroom during the scheduled class change. Restrooms are not to be viewed as a meeting place between class changes, nor are students to use a trip to the restroom as an excuse to use the office telephone. Loitering in the restrooms is forbidden. **Students should not leave their belongings in the restrooms or unlocked in the locker rooms**, during PE, especially purses, wallets, and money.

Teacher-Pupil Relationship:

An essential component of a proper teacher-student relationship is the respect shown to teacher by students. Students at AR Johnson are expected to follow the directions of all teachers and to be courteous, polite, and respectful at all times. Students should accept reprimands in a mature manner without sarcasm or demonstrations of disrespect. Students at AR Johnson have many different teachers, each of whom will have different expectations and requirements. Students must learn to adjust to individual teachers and their requirements. However, a student who has a misunderstanding with a teacher has every right **to discuss the problem with the teacher on a one-on-one basis outside of class time**. Students should bear in mind that teachers, like everyone else, may make a mistake, but above all they want to help and to maintain a pleasant relationship.

Textbooks:

The media center issues textbooks. Each textbook has an identification label on the inside of the front cover. When students receive textbooks, they should fill in these labels with the following information: student's name, school year, and the present condition of textbook. When receiving textbooks, students should examine them carefully. If the textbooks are defective in any way, they should be returned to the media center immediately. Otherwise, students may be fined for damaged textbooks at the end of the year. Students must care for textbooks and keep them covered, but NOT with contact paper. Should a student lose an assigned textbook, it is the student's responsibility to pay the replacement cost for the lost textbook BEFORE another is issued, or at the time the teacher requests the return of the textbook. If the condition of the textbook indicates that another student cannot use the textbook, total replacement cost is expected. Fines reflect the total cost of the textbook. Textbooks should be returned free of any pencil/pen marks, tears, or any other defacement.

Volunteers:

Parents and teachers have a tremendous impact on a child's success in school and in life. When parents are involved, students achieve more, and they exhibit more positive attitude behavior. There are many volunteer opportunities within our school daily. Our active PTO also seeks volunteers each year to help with special events and activities. All volunteers must complete a volunteer training program provided through Richmond County (including a background check) every year prior to working with students. Information on parent volunteer training sessions will be announced around the third week of school.

Yearbook:

A school yearbook for grades 6-12 is produced each year. The price will be determined at the beginning of the year and increases throughout the year. Orders take place during the fall. It is important to save your receipt for the spring delivery.

Exams

Final exams, projects or assignments should be expected. Make-ups may have to be approved by the principal.

Richmond County School System Exam Policy

Final exams will count for 20% of the overall grade for each high school course. Georgia Milestone Assessments and other state mandated assessments may not be exempt.

Final exams for students in high school credited courses may be exempted provided students meet the following requirement: **90 average or above in the course**

Grades

All grades are reported numerically and are based on class participation, quizzes/tests, homework, and/or class projects.

The grading scale for all classes is outlined below:

A	90 – 100	C	75 – 79	
B	80 – 89	D	70 - 74	F 69 - below

Any grade of 69 or below is considered a failing grade. Progress report grades of 70 – 74 are dangerously close to unsatisfactory work and a probationary status for students enrolled in our school. Refer to the magnet contract for more information.

Students and parents are encouraged to monitor the grades earned in all classes. Infinite Campus is a tool that enables the family to track the daily progress of the students. All parents are encouraged to establish an account. Accounts may be accessed from the home, local library, or other locations where internet access is available. Please contact the registrar to establish an account or visit RCBOE.org to set up an account via the internet.

Students who do not meet the grade requirements of our contracts for both the healthcare science and the engineering programs of study may be withdrawn. Academic counseling and tutorial assistance are available to all students. If you need help, please talk with your teacher, the counselor and/or an administrator.

Grade Point Average

A student's high school grade point average (GPA) is based on quality points (See Chart Below Regular High School courses 4.0 scale and AP, IB and College/University Courses 5.0 scale) awarded for each grade earned. High School Student Transcripts include the GPA, Class Rank and Numerical Average.

QUALITY POINTS	
Regular Courses	AP & Dual Enrollment Courses
A = 4 Quality Points	A = 5 Quality Points
B = 3 Quality Points	B = 4 Quality Points
C = 2 Quality Points	C = 3 Quality Points
D = 1 Quality Points	D = 2 Quality Points
F = 0 Quality Points	F = 0 Quality Points

Class Rank

- An official class rank should be compiled for each grade based on the students' quality point GPA. It will be computed at the end of the year. Averages are to be carried out to three decimal places. The final averages are not rounded.
- During Senior Year, after the final computation of averages, Honor Graduates shall be only the students with a grade point average of 3.500 or better after the third nine weeks

Valedictorian/Salutarian:

The valedictorian is the student with the highest average in the senior class and salutarian is the student with the second highest rank in the senior class. These students will be selected and announced the first Friday in February of their senior year based on the students' quality point GPA. Valedictorians and salutarians must attend ARJ their junior and senior years prior to receiving this honor. If students vying for valedictorian or salutarian have identical grade point averages, the 100 point scale GPA shall be considered.

Academic Honesty

In an effort to maintain academic excellence and respect for achievement, honesty and integrity must prevail. Students, faculty and administration must each accept responsibility to ensure that honesty and integrity prevail.

The following are considered violations of honesty and integrity.

- Cheating** on an examination, quiz, homework assignment, test, etc.
- Plagiarism:** Failure to acknowledge the work of another
- Collusion:** Unauthorized collaboration in the preparation of a report, term paper, laboratory report, laboratory check-offs, etc.
- Forging or alteration of documents**
- Abetting:** Allowing another student to copy your work whether homework, class work, laboratory reports or laboratory check-offs, etc.

Student Responsibility

It is the student's responsibility to behave in an honest manner and to not be guilty of any of the above violations of honesty. If there is any question concerning a particular situation, the student should ask the instructor for clarification. The student should report violations of academic honesty to the instructor.

Consequences for Violating the Academic Honesty Code

- The instructor will respectfully and confidentially communicate the accusation to the student and the parent. The teacher will make the accusation known to administration. The teacher will supply administration with documentation of dishonesty.
- Disciplinary actions may be taken and could result in a status of behavior probation.

Required Area of Study	Minimum Number of Units Required for Graduation (With Seals) at A.R. Johnson
English Language Arts	4 Units
Math	4 Units to graduate with the Health Science Seal 5 Units to graduate with the Engineering Seal
Social Studies	3 Units
Science	5 Units to graduate with the Health Science or Engineering Seal
CTAE	4 Units in the Same Pathway (Health Science or Engineering)
Fine Arts	1 Unit
Health and PE	1 Unit = Health and Safety (.5 units) & Personal Fitness (.5 units)
Foreign Language	2 Units = Both units must be in the same language
Electives	Multiple other courses chosen by students and counselors

Academic Promotion

Middle school students must pass Math and English courses and must pass either Science or Social Studies courses for promotion (although ARJ enrollment may be in jeopardy if any courses are failed). Eighth grade students must also pass the Math and Reading sections of the Georgia Milestones for promotion.

- **For Freshmen:** A freshman will be promoted to the tenth grade when he/she has accumulated five (5) units.
- **For Sophomores:** A sophomore will be promoted to the eleventh grade when he/she has accumulated eleven (11) units.

- **For Juniors:** A junior will be promoted to the twelfth grade when he/she has accumulated eighteen (18) units.

Standards for Remaining at AR Johnson

Students must meet all elements of the ARJ contract to remain at A.R. Johnson each year.

Middle school students must maintain a final 75 core average with no course final grades lower than 70 in order to remain at ARJ. Middle school students may attend summer school in order to be promoted to the next grade at their zoned school, but summer school grades cannot reverse the dismissal decision.

Students in high school must earn a final course grade of 70 in order to remain at ARJ. Students who do not pass a course may enroll in summer school. No more than 3 summer school courses can be taken. Students who pass the failed course/s during summer school may be allowed to return to ARJ after a conference with an administrator.

Programs of Study

A. R. Johnson is a college preparatory magnet school for students interested in the fields of Healthcare Science and Engineering. We offer programs of study in health careers and in engineering.

Healthcare Science Program

The Healthcare Science program of study prepares ARJ students to be health care professionals. The medical field is one of the most diverse fields available to young people today.

Healthcare Science courses provide the student with instruction in the theory and in the principles of health care. The student will be oriented to the clinical environment through cooperation of the many professional health care providers in the community. The student will be prepared for the clinical experience through related classroom instruction. The clinical experience will allow the student to examine the function and the role of health workers. This examination will help the student in making his/her own vocational decision in a more realistic manner. ARJ students also have the opportunity to dual enroll with Augusta Technical College's Pharmacy Technicians' Associates Degree Program.

Engineering Program

The Engineering Program is designed to provide students with the experiences and additional mathematics and science courses that will help them successfully pursue a career in Engineering. Through seminars, field trips and internships, students will be oriented to thousands of diverse fields of engineering. ARJ students also have the opportunity to dual enroll with Augusta Technical Colleges' Mechanical Engineering Associates Degree Program.

Students who do not complete program requirements for the Health Science or Engineering tracts will not be allowed to wear the color cord representing that pathway at graduation nor will they graduate with a seal.

PSAT/SAT/ACT Testing

PSAT/NMSQT stands for Preliminary SAT/National Merit Scholarship Qualifying Test. It is a standardized test that provides firsthand practice for the SAT Reasoning Test™. It also gives students an opportunity to enter the National Merit Scholarship Corporation (NMSC) scholarship programs.

All students at A. R. Johnson take the PSAT during their sophomore year. Test scores are used to recommend students for Advanced Placement Courses, and SAT/ACT as college entrance exams. Non-10th Graders may take the PSAT at a minimal cost.

The College Board SAT Reasoning Test™ is a standardized test used by the state of Georgia as one of the major academic indicators of student success and as a college entrance exam for most colleges and universities. High school students at A. R. Johnson should begin preparing for and/or taking the SAT. Students will be enrolled in the SAT/ACT Prep course their 11th grade year.

The ACT® test assesses high school students' general educational development and their ability to complete college-level work. The multiple-choice tests cover four skill areas: English, mathematics, reading, and science. The Writing Test, which is optional, measures skill in planning and writing a short essay. High school students at A. R. Johnson should begin preparing for and/or taking the ACT by the 11th grade year.

Parent-Teacher Conferences

Conferences can be scheduled by contacting the teacher via email or the front office 706-823-6933.

Parental Visits to School

Classroom visits are not opportunities for conferences.

Parents who would like to visit classrooms between 8:30am-3:20pm **MUST** have approval from the principal and must be scheduled in advance. Classroom visits should last approximately 10 minutes.

School Spirit & Culture

Assemblies

Assemblies will be held on special occasions. At all times, student behavior should be refined and courteous. An indication of the cultural level of the school is the conduct of its student body at an

assembly. Whether guests are present or not, each student is personally responsible for the impression made by the school as a whole.

Athletics & Extra-Curricular Activities

Students enrolled at A. R. Johnson are not permitted to participate in any sport or other extracurricular activity at another school. Currently athletic opportunities are available for all high school students to participate in cross-country, soccer, golf, tennis, track, swimming, and girls' volleyball. Middle school students have the opportunity to play golf and track.

Clubs, Committees, Projects & Other Organizations

A wide variety of clubs, committees, projects and organizations are active at A. R. Johnson Magnet School. Every student should be involved with a group or groups that represent his/her interest.

Clubs, committees, projects and organizations may consist of, but are not limited to the following:

- Academic Decathlon
- Beta Club
- Chess Club
- National Honor Society (NHS)
- Math Club / Math Team
- Helen Ruffin Reading
- Yearbook
- Jr Model UN
- Mu Alpha Theta
- Foreign Languages Club
- Science Club / Science Team
- Student Council
- Health Occupations Students of America (HOSA)
- Technology Student Association (TSA)
- Key Club And many more

Prom

General Guidelines (More specific guidelines will be given at prom season):

- Guests must be 19 years old or younger.
- All participants (ARJ students and/or guests) must be enrolled in an official academic program at the time of prom.
- No ARJ middle school students or freshmen will be able to attend the prom.
- All prom dresses and attire will need to be approved at least 3 days before the prom.

School Spirit

School spirit may be divided into three categories.

1. **Courtesy** – toward teachers, fellow students, and the officials of school athletic activities.
2. **Pride** – in everything our school endeavors to accomplish and has accomplished.
3. **Sportsmanship** – the ability to win and lose gracefully.

School spirit means loyalty to all functions of school. A loyal student supports the school and does their utmost to keep all scholastic and activity standards at the highest possible level.

Lockers

Lockers are available to be rented by the students for a \$10 fee. Personal locks **ARE NOT ALLOWED** and students are **NOT ALLOWED TO SHARE LOCKERS**. Your locker should be kept locked at all times. Students are cautioned against sharing locker combinations. Each student is responsible for keeping his/her assigned locker clean both inside and outside.

Do not place permanent stickers or anything on the inside or outside of the locker. Damages caused by misuse, will be charged to the assigned student. Any locker malfunction should be reported to the office. Students are cautioned not to keep money or other valuables in their lockers.

In addition, the school reserves the right to search lockers at any time deemed necessary for the security, safety and well-being of our school population.

Lost & Found

The school is not responsible for lost items. Students are responsible for both their personal property and property loaned to them by the school. If property is lost and cannot be found after a thorough search, report the loss to the office.

If you find property that is not yours, please turn it in to the main office. Unclaimed items may be discarded or donated.

The school strongly discourages bringing to school large sums of money, expensive jewelry, or other personal items not required for student performance in school.

Student Parking

Parking is a privilege. The student is assigned a parking space number that is the only space in which the student has permission to park. Any student driving a car to school must obtain a parking permit for the current school year. Parking permit applications may be obtained in the main office at a cost of \$25 to the student. All applications for parking permits must be signed by both the applicant and a parent or guardian. The parking sticker is to be visibly seen, preferably hooked over the rear-view mirror with the decal number facing forward.

Cars are subject to routine searches-if deemed necessary, and consent is a condition to parking vehicles on school grounds. To obtain a parking pass, the student must present the bookkeeper with 1) car model information 2) proof of insurance 3) driver's license, and 4) payment of \$25.00 for each car. Students must exit their vehicles upon arrival and enter the building. Students are not allowed to loiter in the parking lot at any time. **Students are not allowed to return to their cars until the end of the school day without office permission. Also, excessive times tardy to school may result in the loss of parking privileges.**

Students with parking permits:

- will park in designated student parking areas
- will adhere to all law and policies-federal, state and local- for operating a motor vehicle

- will not visit vehicles for any reason during the school day without the physical presence or written permission of a school administrator.
- Students who park on campus without a parking permit, park in an inappropriate place or drive in a disorderly or reckless manner will not be allowed to drive automobiles on school property.
- Students violating school policy concerning parking will have their vehicle towed away subject to their own expense. Upon arrival at school, students must park the vehicle in the student parking area, lock and leave the vehicle immediately until the end of the day or until the student has been released from school. All student drivers will vacate the school parking lot promptly at the end of the school day. Any lost, stolen or damaged parking stickers must be replaced at the students' expense. The policy on Damage, Destruction or Theft of Private Property is outlined in the RCSS Code of Conduct.

Student Records and Files

All records and files are maintained in locked cabinets. Access to student information must be obtained from the Registrar.

School Telephones

Office telephones are utilized strictly for school business. Students will not be excused from class to make a telephone call. Students will be allowed to use office telephones in cases of absolute necessity. Only in cases of stated emergencies will a student be called from class to the telephone.

Selling & Soliciting

Students will not sell, take orders, or solicit money at A. R. Johnson.

Visits to School

School visits are not allowed from 7:30am-8:15am or 3:25pm-4pm (all school personnel are focused on students and our intake and dismissal procedures). Please have your picture identification ready to present at the front door.

The front office secretary will assist parents at the front door. Please press the call button near the front door and have your picture ID available.

Student Services

School Nutrition Services

Student breakfast meals at ARJ are being offered at no cost this school year. Student lunches will include a cost and applications will need to be completed at Open House or during the first week of school.

Our hot breakfast and lunch programs make it possible for students to receive well-balanced meals as they engage their learning environments each day. Students are strongly encouraged to take advantage of these services as they contribute greatly to student readiness to take advantage of the academic program.

The lunch period must be kept orderly and without excessive noise or loud talking. During lunch, students may choose to go to the media center for study or recreational reading. **“Fast Food” lunches cannot be brought to students during the school day.** Glass bottles are not allowed in the lunchroom. ARJ offers no-cost breakfast and lunch for students.

NO STUDENTS ARE ALLOWED IN TEACHER’S LOUNGES BEFORE, DURING, OR AFTER SCHOOL.

Student Health

Counseling Services

A school counselor is available to all students, faculty and parents. The counselors are available from 8:00 a.m. until 3:45 p.m. The counselors provide many personal, academic and career services. Confidentiality of all information (written and verbal) can be expected. Our school has two counselors, and work with students based on grade levels:

(6th-9th Grades)

(10th-12th Grades)

Illness

If students become ill during the school day, the classroom teacher will notify the front office and the nurse or a designee will escort the sick individuals to designated spaces.

If, in the judgment of school office personnel and/or a nurse on staff, the student is too ill to remain in school, the home will be notified. Home calls due to illness must originate from the office.

Immunizations

Georgia State Law requires all students enrolling in school to have an up-to-date immunization certificate on file with the school before they begin the school year. Any student who does not have the necessary documents to comply with this requirement will be notified and will be given adequate time to comply.

If these requirements are not met, the student will be withdrawn from school and the proper authorities notified.

Student Medication

All medicine, prescribed and non-prescribed, must be kept in a locked container in the main office. All medication must be consumed in the front office/nurse's office. **Prescription Medication**

- All prescribed medicine must be labeled. The label must clearly state the name of the student, contents, dosage, dosage schedule and the name of the physician. The school must also have a signed (by the doctor) medication form on file.

Non-Prescription Medication

- Parents can sign non-prescription medication into the front office. No doctor's signature will be required, but the school must have a signed (parent) medication form on file. Explicit instructions for administering must be given. The medication must remain in the original container.
- Students are not allowed to have or carry any medicine with them while on school property. This refers to prescription and non-prescription medication such as Tylenol, aspirin, etc.
- All medications must be picked up by a legal guardian by the last day of school. Medications not picked up by this time will be discarded.

The school, by law, cannot prescribe and/or dispense medications. Students are responsible for administering their own medication under the supervision of school personnel. While the school keeps in stock a variety of items for external use such as bandages and sanitary napkins, we do not stock or prescribe any items for internal use such as aspirin, cough drops, etc.

The use of asthma inhalers in the school setting

Early recognition and prompt treatment of symptoms are vital to the management of asthma. The number of diagnosed cases of asthma is increasing each year. Physician prescribed inhaled medication is frequently used to manage the condition and treatment of acute asthma.

The Richmond County School System has developed the policy with the safety of all students in mind. Easy access to and correct use of asthma inhalers are necessary to avoid serious respiratory complications secondary to acute episodes and to improve the quality of life of students with asthma.

- All Richmond County school students who use physician prescribed inhalers must bring in their medication with a completed medication administration form and daily asthma management plan. This form must contain the signatures of the prescribing doctor and the parent or guardian of the student. These completed medication forms must be turned in to the front office.
- Students with physician's orders may carry their inhalers while in school; while in a before and after school program; while at a school sponsored activity; and while under the supervision of school personnel.

- In the event that the physician does not recommend self-administration of inhalers as documented in the asthma management plan, inhalers will be kept in the clinic in the medication cabinet.
- Any student found sharing his/her inhaler (or any other medication) with any other student will be referred to the principal for appropriate disciplinary action as this behavior is illegal.

Student Discipline

Behavioral Expectations/Consequences:

The following outlines the overall continuation expectations and consequences:

Level I: Minor Behaviors

Definition: Behaviors that...

- Do not require administrator involvement
- Do not appear chronic **Examples** (not all-inclusive):
- Physical disruption: out of Seat without permission, excessive noise, destroying materials, touching others without permission, horseplay, use of electronic devices
- Verbal Disruption: talking out, tantrums, yelling, making noise, speaking loudly
- Minor Verbal Aggression: taunting, teasing, making fun of another student, name calling, screaming at peers or teachers, profane language
- Dress Code: dress code violations
- Non-compliance: doing opposite of what was asked, refusal to follow an adult's spoken direction
- Tardy: Entering the classroom after last tardy bell has sounded **Procedures**
- Teacher will Inform student of rule violated
- Teacher will Implement classroom strategies
- Teacher will contact parent regarding current incident
- Teacher will assign consequence (detention)
- Teacher will document communication and incident

Level II: Major Behaviors

Definition: Behaviors that...

- Require administrator involvement
- Are chronic Level I behaviors **Examples (not all-inclusive):**
- Repeated and Excessive Level I Behaviors
- Continuous Non-Compliance and/or Overt Insubordination: refusal to follow directions after Level I discipline procedures have been implemented
- Dishonesty: cheating, lying, omitting facts or details

- Verbal/written Aggression to Peers: profanity, obscene gesture and pictures, threats
- Physical Aggression: hitting, biting, kicking, grabbing, head butting, hair pulling, physical bullying, throwing objects that result in physical harm
- Use of or Possession of Tobacco Products
- Out of area: running away from school, severe truancy, skipping/cutting class
- Tardy: Parents will be notified on the fifth tardy

Procedure

- Teacher will Inform student of rule violated
- Teacher will describe expected behavior
- Teacher will contact parent
- Teacher makes discipline referral to administration
- Parent contacted and notified of incident
- Send Magnet School/Program Conduct Warning Letter to parent(s) (to accompany the Discipline Referral)
- Parents must sign and return warning letter.

Level III: Severe Behaviors

Probation Notification

A student will be placed on behavior probation for repeated or serious misconduct as defined by the Code of Student Conduct. A student will remain on behavior probation for the remainder of the semester in which the probationary status was entered, plus one additional semester. If the student completes a probationary period successfully, the probation will be lifted. The student and parents will be notified, in writing, regarding the terms of the probationary status.

Definition: Behaviors that...

- Require administrator involvement
- Violate school district policies or state policies or laws
- Repeated and Chronic Level II - Major Behaviors **Examples (not all inclusive):**
 - Physical Aggression: destroying school property, fighting
 - Verbal/ written Aggression to School Staff: profanity, obscene gestures or pictures, threats
 - Possession of Banned Paraphernalia: weapon, fireworks, alcoholic beverages, un-prescribed/illegal drugs
 - Illegal or Unauthorized Entry to School Facilities: after-hour entry of school board property, returning to school during a designated suspension/expulsion period
 - Theft: personal items, school property, or identities
 - Inappropriate Technology Use: as defined by the Richmond County Board of Education Code of Student Conduct
 - Inducing General Panic: the willful making of any threat of false information in order to induce panic

- Tardy: reaching the eleventh tardy, as eleven tardies are considered excessive **Procedure:**
- Inform student of rule violated
- Send for an administrator to remove student from area
- Enter discipline referral
- Students will be placed on Behavioral Probation
- Parent Conference will take place
- Signed Behavioral Continuation Probation Letter

Important Reminders

Morning Arrival

- **The school building opens to students at 8:00 am.** We ask that parents **not** drop students off before that time as we have no supervision before 8:00 am. Students are asked to eat breakfast and then report to homeroom when the bell sounds at 8:25 a.m.
- **Bus students arrive at the front of the school each morning.**
- **Car riders should be dropped off using the back entrance of the school (stop, drop, and go).**
- **The school's lecture hall will be open between 8:00 and 8:25 am for study hall and seating for students not eating breakfast.**

Afternoon Dismissal

- Car riders and walkers should exit the campus promptly after the dismissal bell. All students must be off campus or in designated locations (car line, bus zone, after-school activity) by 3:30 pm.
- Walkers should exit through the front doors and car riders should exit through the back doors near Mauge Street.
- Bus riders must report to the gym when the dismissal bell sounds. Buses will pick students up in the front of the school on Laney Walker Blvd. *Walkers and car riders will not be able to wait in the gym.
- **For security purposes, we will not be able to accept requests for student dismissal nor will we accept requests for needed changes in pick-up or transportation via the phone.**
- We must have a written notice from parents if students are to do anything different concerning pick-up or transportation. We will verify parent notes using phone numbers that are in our system.
- **Please always be prepared to present a picture ID when signing students out of school.**
- **We ask that parents, guardians, and students read the Richmond County Student Code of Conduct and the ARJ Student Handbook thoroughly as we use these documents to respond to applicable situations.**
- All students must be off campus by 4:00 pm unless attending detention, or participating in an after-school activity with supervision.

Move On When Ready (MOWR)/Dual Enrollment, House Bill 444

Georgia's Dual Enrollment Program provides funding for students who are dually enrolled at a participating eligible public or private high school, or home study program in Georgia, and a participating eligible postsecondary institution in Georgia. These students take postsecondary coursework for credit towards both high school graduation or home study completion and postsecondary degree, diploma, or certificate requirements. The program is offered during all terms of the school year: fall, spring and summer semester or fall, winter, spring and summer quarter.

Program Year 2022-2023, effective Summer term 2023

House Bill 444 has passed both the House and Senate as of March 3, 2020. HB 444 was signed into law by Governor Kemp April 28, 2020.

More information can be found at the link below:

<https://www.gafutures.org/hope-state-aid-programs/scholarships-grants/dual-enrollment/>

RCSS Internet Acceptable Use Policy

It is the policy of the Richmond County Board of Education that employees and students should be furnished educational opportunities and resources to have access to Internet based instructional programs and administrative services. The primary purpose and mission of the Richmond County Board of Education is to educate students to become lifelong learners and productive citizens in the 21st Century. Technology plays a role in this mission by providing quality programs, information and learning activities along with support and services to improve student learning and enhance instructional and administrative effectiveness. The instructional use of interactive computer and web-based technology will prepare students for the future. Technology includes computer hardware, software, local and wide area networks and access to the Internet. Due to the complex nature of these systems and the magnitude of information available via the Internet, the Richmond County Board of Education has adopted guidelines regarding acceptable use to ensure that the technology users share in the technology resources in an effective, efficient, ethical and lawful manner.

It is the policy of the Richmond County Schools to: (a) prevent user access over its computer network to, or transmission of, inappropriate material via Internet, electronic mail, or other forms of direct electronic communications; (b) prevent unauthorized access and other unlawful online activity; (c) prevent unauthorized online disclosure, use, or dissemination of personal identification information of minors; and (d) comply with the Children's Internet Protection Act [Pub. L. No. 106-554 and 47 USC 254(h)]. Each school principal or site administrator in conjunction with the media/technology committee shall be responsible for communication and monitoring of the Richmond County Acceptable Use Policy

Guidelines:

This Acceptable Use Policy applies to all students, faculty, staff, employees and visitors (both adults and minors). All users of the district wide area network and/or other electronic informational services must maintain strict compliance with all applicable ethical and legal rules and regulations regarding access. The school system reserves the right to monitor, access, and disclose the contents of any user's files, activities, or communications.

Availability of Access:

The Internet will be available to users for instructional and administrative purposes. The electronic information available to users does not imply endorsement by the Richmond County Board of Education. The use of the network is a privilege, not a right, and misuse will result in disciplinary actions, including cancellation of those privileges.

Security:

It shall be the policy of the Richmond County Board of Education that users maintain appropriate passwords to obtain access to the network. Login information, usernames, and passwords are confidential and it is the responsibility of the

user to safeguard that information. Passwords should be at least 8 characters and should contain a number and a capital letter. At no time should any user login with another user's information.

While the Internet is an extremely valuable tool for educational research, information is accessible that may not be appropriate according to community, school, or family standards. The Richmond County Board of Education provides an Internet filtering system which blocks access to a large percentage of inappropriate sites. Specifically, as required by the Children's Internet Protection Act, visual depictions of material deemed obscene or child pornography, or any material deemed to be harmful to minors will be blocked by the web filtering system. Even though most objectionable sites are blocked, various entities create new inappropriate sites daily. If a questionable site or information is encountered, the same should be reported to the school's Media Specialist or to the Media and Instructional Technology Department. Staff members in Media and Instructional Technology will make every effort to block the site as quickly as possible.

Internet Safety:

It shall be the responsibility of all educators of the Richmond County Schools, including administrators, instructional supervisors, principals, teachers, media specialists, technology specialists, guidance counselors, instructional paraprofessionals and any other personnel having access to the online computer network for instructional purposes, to supervise and monitor usage of the online computer network and access to the Internet in accordance with this policy and the Children's Internet Protection Act.

A series of Internet Safety courses will be taught to all students in the Richmond County School System to provide education on appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms, safety and privacy, as well as cyberbullying awareness and response. School personnel have the discretion to provide such other training or to implement such other curricula, provided that such training or curricula meet the requirements of CIPA, as may be amended from time to time. Any suggested topics or proposed curricula are intended as a guideline and in no way replace or diminish the professional judgment and discretion of the administrators or school personnel implementing this policy.

CIPA DEFINITION OF TERMS:

Technology Protection Measure. The term "technology protection measure" means a specific technology that blocks or filters Internet access to visual depictions that are:

1. **OBSCENE**, as that term is defined in section 1460 of title 18, United States Code;
2. **CHILD PORNOGRAPHY**, as that term is defined in section 2256 of title 18, United States Code; or
3. **HARMFUL TO MINORS**. The term "harmful to minors" means any picture, image, graphic image file, or other visual depiction that:
 - a. Taken as a whole and with respect to minors, appeals to prurient interest in nudity, sex, or excretion;
 - b. Depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and
 - c. Taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

Minor: Under Federal law, the term "minor" is defined as "an individual who has not attained the age of 17 years" (pursuant to 47 U.S.C. § 254(h)) and "any person under the age of eighteen years" (pursuant to 18 U.S.C. § 2256).

For purposes of this policy, however, the term “minor” shall apply to any student properly attending a school within the Richmond County School System.

Sexual Act; Sexual Contact. The terms "sexual act" and "sexual contact" have the meanings given such terms in 18 U.S.C. § 2246.

USER PROHIBITIONS:

Users should NOT:

- A. Post, publish, send or create materials or communications that are defamatory, abusive, obscene, profane, sexually oriented, threatening, racially offensive, or illegal, or engage in any other type of behavior which constitutes bullying or harassment of any kind, or is in violation of the Code of Ethics for Educators, the Code of Student Conduct and Discipline, State law or federal law. Use the network for financial gain, advertising or commercial activity
- B. Transmit any material in violation of any United States or State regulation
- C. Post anonymous or forge electronic mail messages or alter, delete or copy another user's email
- D. Use the school's computer hardware or network for any illegal activity such as copying or downloading copyrighted software, music or images, or violation of copyright laws
- E. Download, install, or play any unauthorized program or content (even that created at home) on any school's computer or network
- F. Purposely bring any hardware on the premises or load any software that is designed to damage, alter, destroy or provide access to unauthorized data
- G. Attempt to vandalize or disassemble any network or computer component including the attempt to alter network or computer configuration
- H. Gain access or attempt to access unauthorized or restricted network resources or the data and documents of another person
- I. Send spam through email
- J. Use the network while access privileges have been suspended
- K. Bypass or attempt to circumvent network security, virus protection, network filtering, or policies

Employee Responsibilities:

- Employees must use good judgment and keep all passwords protected. Do not post a list of usernames and passwords where they may be seen by students or others. Never email usernames and passwords to unknown sources. The Richmond County School System Information Technology Department will never ask for passwords by email.
- When leaving a computer, always log off so to prevent unauthorized access to files or email.
- Students should always be supervised while using the Internet, computers, handheld devices or electronic resources.
- Email accounts are provided for professional use only. Email should not be used for personal gain or business-related activities. Broadcasting of unsolicited messages is prohibited. All employees must request permission from the building administrator before sending any messages to an entire building's staff.
- If an employee brings a personal computer or handheld device, he/she must fill out a form to put the device on the network. The computer or device must have updated antivirus software. The device must be virus free and must not contain any unauthorized or inappropriate files.

- Employees may not download any unauthorized software onto Richmond County School System computers.
- Employees will use system-supported technology, including, but not limited to, Web 2.0 or equivalent resources (wikis, blogs, online collaborative environments, etc.) for educational use only and will refrain from accessing inappropriate information..
- Employees must follow the Code of Ethics for Educators, as well as any other applicable laws or regulations.
- Employees shall act in good faith to enforce the operation of technology protection measures while school computers with Internet access are being used.

Student Responsibilities:

- Students should not use the Internet for purposes other than instructional assignments related to the curriculum.
- Students will use system-supported technology, including, but not limited to, Web 2.0 or equivalent resources (wikis, blogs, online collaborative environments, etc.) for educational use only and will refrain from accessing inappropriate information.
- Students must follow teacher directions for Internet related assignments.
- Students must heed prohibitions and Internet Safety rules.
- Students should participate in any and all training as instructed by school personnel.
- Students will follow all applicable rules related to Internet, computer or digital device use contained within the Student Code of Conduct and Discipline.
- Students should take precautions when using the network. Internet safety is a great concern of the Richmond County Board of Education.

For Internet Safety, Students Should:

- Never provide last name, address, telephone number, or school name online.
- Never respond to and always report any messages that make the student feel uncomfortable or that are from an unknown origin.
- Never send a photo of themselves or anyone else.
- Never arrange a face-to-face meeting with someone they met online.
- Never open attachments or files from unknown senders.
- Always report any inappropriate sites observed.

Usage of Web-Enabled Devices and/or Personal Computers

The use of web-enabled devices or personal computers on campus is a privilege that the school grants to students who are willing to assume the responsibilities outlined in the Richmond County Acceptable Use Policy and Procedures. This usage policy also applies to the web-enabled devices checked out by the school. All guidelines in the Richmond County

Board of Education Acceptable Use Policy continue to apply when a student brings a personal laptop computer or other web-enabled device for use on campus.

Failure to follow the Acceptable Use Policy violates the requirements as set forth by the Official Code of Georgia and the Children's Internet Protection Act (CIPA).

Richmond County School System Title IX Notice and Complaint Procedures

Non-Discrimination/ Sexual Harassment

The Richmond County School System (RCSS) is committed to maintaining an educational environment that is free from discrimination and harassment, where all members of the school community are treated with dignity and respect. Accordingly, RCSS does not discriminate on the basis of race, color, national origin, sex, disability, or age in its educational programs and activities and provides equitable access to all educational programs, activities, sports and facilities.

Title IX of the Education Amendments of 1972 prohibits discrimination on the basis of sex in education programs or activities operated by recipients of Federal financial assistance. RCSS prohibits discrimination based on sex, including sexual harassment.

Sexual harassment means conduct on the basis of sex that satisfies one or more of the following:

- (1) An employee of the School System conditioning the provision of an aid, benefit, or service of the recipient on an individual's participation in unwelcome sexual conduct.
- (2) Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the School System's education programs or activities; or
- (3) "Sexual assault" as defined in 20 U.S.C. § 1092(f)(6)(A)(v), "dating violence" as defined in 34 U.S.C. § 12291(a)(10), "domestic violence" as defined in 34 U.S.C. § 12291(a)(8), or "stalking" as defined in 34 U.S.C. § 12291(a)(30).

Any student or employee who believes themselves to be discriminated against on the basis of sex should make a report to an administrator or the School Title IX Coordinator. Complaint forms are located on the RCSS website, www.rcboe.org.

Alleged violations will be investigated, and when it is determined that a violation has occurred, prompt appropriate disciplinary action will be taken against persons found to be in violation. These

actions include sanctions authorized by law, Board policy, and the Code of Student Conduct and Discipline.

RCSS also prohibits retaliatory behavior or action against persons who complain, testify, assist, or otherwise participate in the complaint process as established by Board policy and the administrative regulations.

RCSS has designated a System Title IX Coordinator who is responsible for coordinating efforts to comply with and carry out the School System's responsibilities under Title IX. Individuals with a question on Title IX or who would like to file a formal Title IX Complaint should contact:

System Title IX Coordinator
Dr. Aronica Gloster
Department of Student
Services 864 Broad Street
Augusta, GA 30901
(706)826-1000 x 5501 glostar@boe.richmond.k12.ga.us

Each RCSS school site has a designated Title IX Coordinator for handling complaints of sex-based discrimination, including sexual harassment. Deputy Title IX Coordinators have been designated to handle employee complaints and discrimination complaints related to athletics. A complete listing of Title IX Coordinators is available on the RCSS website, www.rcboe.org.

For additional information, please refer to the discriminatory complaint procedures relative to the following Richmond County School System Policies: Policy GAAA (Equal Opportunity Employment), Policy GAEB (Harassment), Policy IDFA (Gender Equity in Sports) or JCDAG Bullying, which are located in the School System policy manual that is available on the System web site, www.rcboe.org.

Note: Nothing herein is designed to create rights where not otherwise provided by law. This policy or procedure is not intended to limit the discretionary authority of, or to create any liability for, or create a cause of action against, the Board of Education, or its officers, employees, volunteers or other designated individuals for any act or omission to act related to this policy or procedure. Georgia's Constitution provides that School System employees are immune from liability when they are performing discretionary functions and they act without malice or intent to cause injury.

Alma Mater

We are the hopes of tomorrow.

We are the dreams of today.

We are the students of Johnson.

We are leaders of the way.

Along life's road we'll travel,

First together and then alone,

But never shall we forget the days

When we started out as one.

Purple and White, Royal and Pure,

To you dear Johnson

We shall always be true.

We'll remember Johnson to the end,

The times we shared, the plans we made.

The laughter, the joy, and the tears

Our gain - our loss our fears.

An institution of learning, an institution of care

An institution of love - that taught us all to share.

**Purple and White, Royal and Pure,
To you dear Johnson
We shall always be true.**