

#### 6.7 FINAL EXAMS POLICY:

All students will take final exams for 20% of each semester grade in all classes. Students will receive a zero if they do not take the exam.

#### 6.8 AP TEST PAYMENT POLICY:

Only students who receive 3,4, or 5 on AP tests are reimbursed by the board for tests taken.

#### 6.9 PLAGIARISM / CHEATING POLICY:

Plagiarism / cheating is are not allowed at SCHS.

##### PROCEDURE:

A student found to have plagiarized any work in any class would receive a 0 for that work.

Any senior found to have plagiarized a writing piece in their writing portfolio will be required to re-write the assigned piece for a new grade, but will not be able to participate in their graduation ceremony.

#### 6.10 CLASS CAP SIZE POLICY:

Based on SACS accreditation, the cap size for classes at SCHS is 35 students.

##### PROCEDURE:

1. Cap size may be exceeded if a student needs a class and the teacher can handle more than the maximum.
2. Cap size should be honored; however, written approval should be obtained from any teacher that exceeds the maximum.
3. Cap size cannot be exceeded if room size prohibits it.
4. Cap size cannot be exceeded if curriculum content prohibits it.

#### 6.11 ENTERING GRADES POLICY:

Teachers must enter/update student grades on a regular basis.

##### PROCEDURE:

1. Monitoring of grades is needed to maintain a current knowledge of student progress.
2. Grades will be entered/updated on a weekly basis.

3. Weekly entries/updates will help ensure the coaches follow the academic standard for all players.

4. Weekly entries/updates will help assist counselors with academic counseling of students.

5. A two-day window will be provided before reports are sent home.

#### 6.12 AREA TECHNOLOGY CENTER POLICY PROCEDURE:

Applicants are made to the Shelby County ATC. Shelby County ATC determines which students are accepted.

UPS/School-To-Work

All guidelines are set by UPS:

1. Good attendance (around 90%)

2. GPA of 2.5 or higher

3. No suspensions

4. Student must provide own transportation to and from UPS and required to be enrolled in a 3-hour Fall/Spring course through JCC.

#### 6.13 TITLE 1 PARENT ENGAGEMENT

Spencer County High School recognizes a child's education is a responsibility shared by the school and the family. Parents and schools working as partners increase student achievement and help students develop positive attitudes about self and school. Therefore, administrators, teachers and other staff at SCHS will support the development of effective partnerships. Specifically, Spencer County High School will:

1. Hold an annual parent meeting early in each school year to inform parents of the school wide Title 1 Program and of parents' rights and responsibilities under the Every Student Succeeds Act (ESSA); Title 1 information will be available at all parent night events.

2. Include parents and families as leaders and decision makers in school issues and programs by inviting them to participate in SBDM council; SBDM committees, surveys, volunteer programs and other activities.

3. Promote communication between school families and community using report cards, parent teacher conferences, e-mail distribution lists, SBDM announcements, and monthly newsletters.