

**CHURCHLAND HIGH SCHOOL**  
**Home of the “TRUCKERS”**

**2020-2021**  
**MINI-STUDENT HANDBOOK**



**“Whatever It Takes” 2020-2021**

**Mr. Shawn L. Millaci, Principal**

**Mr. Kenneth Austin, Assistant Principal**

**Ms. Jennelle Burden, Assistant Principal**

**Dr. Sherri Sherrod-Wilson, Assistant Principal**

September 2020

Dear Students and Parents,

Welcome to an exciting school year at Churchland High School. Whether you are a rising freshman or a returning senior, this year will offer you many opportunities for academic success and time for fun.

Our priorities at Churchland High School are preparing you to be successful on your SOL tests, preparing you to pass your classes with a “C” or better, and preparing you to be productive citizens. If you keep a “C” average, attend every day, and you are not in discipline trouble, we will support your efforts to participate in extracurricular activities.

Churchland High School has a rich tradition of excellence. This year will be no different. We expect all of our students to come to school ready to learn and put forth their best effort.

The information you find in this handbook will answer most questions you may have about the High School experience, Churchland to be specific, but if it falls short, do not hesitate to call me or any member of our staff. We will gladly find the answers for you or guide you to locate the answer.

Again, I welcome you to the 2020-21 school year and hope you have the best year ever.

Office of the Principal  
**Churchland High School**  
4301 Cedar Lane, Portsmouth, Virginia 23703-2074  
(757) 686-2500 – FAX (757) 686-2504

### **Disclaimer**

This is a mini version of Churchland High School's student handbook. The student handbook can be seen in its entirety on the Portsmouth Public School's website. To access the website, type in [www.pps.k12.va.us](http://www.pps.k12.va.us), next click on schools, next click on high schools, next click on Churchland, next click on CHS Student Handbook, last click on CHS Student Handbook.

## **STUDENT RESPONSIBILITIES**

1. Review the Portsmouth City Public Schools Code of Conduct thoroughly.
2. Conform to all principles, practices, rules and procedures outlined in the Student Code of Conduct and Student Handbook located on Churchland's website.
3. Report promptly and regularly to all assigned classes and study locations.
4. **Out of school suspensions may result in the loss of privileges throughout the year including, but not limited to, pep rallies, homecomings, prom, senior week, etc.**
5. **Any student suspended who finishes his/her high school requirements in an alternative setting may not be able to participate in Churchland High School's graduation ceremony.**
6. **Student drop off and pick up is in the student parking lot. Not the flag pole circle and Not at the Teacher Entrance.**
7. Provide written excuse to 1st block teacher for any absence (within 2 school days).
8. Students are not permitted to carry to class personal balloons, flowers, large bouquets or other items that may cause distractions.
9. Perform academically to the BEST of my ability.
10. Be courteous, cooperative, receptive and respectful to all teachers, administrators, and peers.
11. Maintain acceptable classroom behavior.
12. Refrain from damaging, defacing or littering school property.
13. Bring only school-related and/or required materials inside the school building. (No radios, CD players, IPODs etc.)
14. Maintain an appropriate personal appearance - (dress code, personal hygiene, etc.).
15. Promote school pride and school spirit by supporting school activities and school-related programs.
16. Be under the supervision of a teacher, coach or activity sponsor when in the building after school hours.
17. Keep parents or guardians informed of school activities and reports.
18. Review the **Guidelines for Homework** and follow policies for appropriate behavior.
19. Keep an accurate account of my own grades and credits accumulated.
20. Check with my counselor periodically, to determine my scholastic progress or when other information is needed.

## CAFETERIA

**Breakfast:** Free for ALL students

**Lunch:** Reduced price: .40 Non-Reduced: 1.50 Milk: .50

**Students are to remain seated unless in a serving line. No outside food is allowed in the Cafeteria. No visitors are allowed in the Cafeteria.**

### CELL PHONES and Electronics

CELL PHONES are not to be visible and remain OFF during school hours. Students found in violation will have them confiscated and returned to a parent. All cell phones, electronic devices and other confiscated items cannot be picked up for 48 hours. When the parent/guardian picks up the phone they will be required to sign General Confiscation Form acknowledging that if the same or similar item is confiscated a second time, it will be kept until the end of the semester. The third offense will result in the item being held until the last calendar day of the school year. Confiscated items can only be picked up on school days between the hours of 2:20pm to 3:00pm.

## TARDIES

1. Any student will be considered tardy if not inside his or her class room by the time the late bell rings.
2. When tardy to school or class, students will be subject to the following disciplinary actions:
3. Students who are tardy to school and do not check in at the designated tardy area will be subject to the following disciplinary actions:
  - Parent Conference
  - In-School Suspension
  - Out-of-School Suspension

**Students who drive and are tardy to school may lose their parking privilege.**

## LEAVING SCHOOL/CLASS WITHOUT PERMISSION

Students are not permitted to leave the building during the school day without permission from an administrator. Students may not step out to their cars for any reason. Once a student has arrived on school grounds on a school day, he/she may not leave. Students **MAY NOT** contact a parent/guardian to pick them up from school without administrative approval. Students waiting to be picked up must remain in their classroom until their parent/guardian arrives to sign them out of school. Parents/Guardians must check their son/daughter out of school through the Main Office. **Students who violate any part of this policy are subject to disciplinary action. (Students caught leaving and/or returning to the school**

building without permission are subject to a 3 day out-of-school suspension). This includes going to the parking lot without permission.

### CLASS CUTTING

Students reporting to school and failing to report to first block, assigned classes, and/or assigned student activities will be considered cutting and will be subject to disciplinary actions.

#### Assistant Principals

Mr. Austin

Ms. Burden

Dr. Sherrod-Wilson

#### Grade Level Assignment

Grade 11 and Grade 12

Grade 10 and Special Education

Grade 9

## **SPECIFIC STUDENT DRESS CODE REGULATIONS**

Portsmouth City Public School students shall not wear the following items:

- Clothing, pins, jewelry, accessories or other items of adornment displaying obscene, profane, derogatory, violent or gang-related messages, themes, designs, or pictures
- Clothing, pins, jewelry, accessories or other items of adornment conveying messages related to or promoting the use of alcohol, drugs, or tobacco products, or messages that promote illegal activities
- Clothing, pins, jewelry, accessories or other items of adornment depicting bawdy, salacious or sexually suggestive messages
- Clothing that is transparent or exposes the midriff, navel or cleavage
- Pants, skirts and/or shorts that sag below the waistline or must be held in place with the hands
- Underwear as outer garments or clothing that exposes underwear (including, but not limited to, stretch, spandex or nylon tights, leotards, biker pants, biker shorts, bathing suits, pajamas)
- Tank tops, halter tops, garments with spaghetti straps, tube tops, fishnet tops, strapless dresses, or other clothing that is not appropriate because of slits, rips or holes in the garment
- Accessories which could in some way pose a danger to the wearer or others; and/or could be used as weapons (including, but not limited to, two-or-three finger rings, chains hanging from clothes, picks, hair chop sticks)
- Clothing that is too tight and/or is inappropriate in length as measured by any of the following measuring methods, as determined by principal/designee.
  - a. Shorts shorter than six (6) inches above the student's mid-knee
  - b. Length must pass Flamingo test (stand with both feet flat on the floor. Lift one foot and bend the leg backward at a 90-degree angle; the other leg must remain straight. If the back of the skirt touches the calf of the bent leg, the skirt is long enough. If the skirt does not touch the calf, the skirt is too short)
  - c. Fingertip test (With arms at side, the finger tips must touch fabric)
- Inappropriate footwear (including, but not limited to, shower shoes and beach shoes, such as flip flops, bedroom slippers, and unfastened shoes or shoes missing appropriate closures)
- Head coverings or accessories that are not related to or required by student's bona fide religious practices (including but not limited to, stocking caps, do rag, wave caps, scarves or bandanas) Head coverings must be placed in students' lockers upon arriving at school.
- Only clothing designed for street wear may be worn. Robes, pajamas, nightgowns, etc., are not permitted
- Items that are intended for outdoor use (including, but not limited to, hats, caps, and similar head coverings, scarves, jackets and coats)
- Racer back tank tops

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## DRESS CODE

- No hats, caps, headbands, du-rags, goggles, or sunglasses may be worn inside.
- No bandanas are permitted in school.
- No haltertops -- no midriffs showing.
- No low necklines.
- No tank tops or spaghetti straps.
- No short shorts or skirts (shorts & skirts should not be higher than 3 inches above the knee) *Please note that wearing leggings does not alter the required length of shorts and skirts!*
- No sheer clothing allowing undergarments to be visible.
- No flip flop shoes.
- No clothing or jewelry with symbols, slogans, or pictures depicting gangs, tobacco, violence, alcohol, or other drugs.
- No clothing making or suggesting sexual statements.
- No wallet chains or large-linked chains may be worn as jewelry or used as key chains.
- No collars or bracelets with protruding metal spikes.
- Pants must be worn at the waist. No SAGGING of Pants & No UNDERGARMENTS Should Show.

*Please note that wearing an oversized t-shirt does not alter the requirement of wearing pants at the waist!*

PROPERLY WORN PANTS! TOP OF THE PANTS ARE WORN ON THE WAIST!

1 PANTS NOT ON THE WAIST. UNDERWEAR IS EXPOSED. STUDENT WILL RECEIVE ISSY!

2 PANTS WORN BELOW THE BUTTOCKS. STUDENTS WILL RECEIVE OSS!

3 PANTS NOT ON THE WAIST, BUTTOCKS & UNDERWEAR EXPOSED! STUDENT WILL RECEIVE OSS!

1 of 1

Start Launching Re... Principal Vie... Powerschool... Portsmouth P... Microsoft Ex... Summer Scho... My Documents Adobe Reade... 11:12 AM

**The Illustrated Female Dress Styles Are Violations of the Dress Code**

**(No Tube Skirts)**



**(No Tube Dresses)**





## ACCESS

Eligible Students: All students are eligible to receive ACCESS services.

Office Hours: Monday – Friday (8:00am to 3:00pm)

Organizational Objective: *The ACCESS College Foundation* helps students in the public schools of South Hampton Roads go to college:

- by inspiring the hope that a college education is attainable;
- by supporting them in achieving the requirements for college acceptance;
- by guiding them through the college application process; and
- by assisting them in gaining the funds to attend college

### Academics and Careers in the 13<sup>th</sup> Year/AC/13

Upperclassmen are eligible to participate in AC/13 classes at any of the three high schools. Churchland offers Horticulture and Dance. Wilson offers Early Childhood, Nursing, Pharmacy Tech and Culinary Arts. Norcom offers Hotel and Restaurant Management, Biotechnology, Experimental Design, DE Medical Terminology, Sports Medicine, Cosmetology and Geospatial Technology. Transportation is provided by the school system from the home school to the selected school and back when classes are over.

### Guidance and School Counseling services

Guidance and counseling services are available to every Churchland High School student. Counselors are available to assist students in achieving academic success and setting realistic goals as well as providing personal counseling when requested. Counselors are assigned alphabetically according to the student's last name. Your counselor is listed below.

Ms. Massenburg

- Center of Excellence

Mrs. Dowe

- A - F (Alpha for student's last name)

Ms. Powell

- G – O (Alpha for student's last name)

Mrs. Bonney

- P – Z (Alpha for student's last name)

To contact the Guidance department directly, please call 757-686-2502. You may also “friend” us on Facebook, or visit the PPS website for Churchland High School to view special announcements and information throughout the year. Daily bulletins will also be available to those parents with access to our online gradebook system.

## **GRADING SCALE**

The grading scale, with numerical equivalents, for the Portsmouth Public Schools is as follows:

A	93-100	A-	90-92		
B+	87-89	B	83-86	B-	80-82
C+	77-79	C	73-76	C-	70-72
D+	67-69	D	64-66		
F	BELOW 64				
I	INCOMPLETE				

## **PROMOTION REQUIREMENTS**

- A student must pass English 9, and accumulate 5 credits to become a 10<sup>th</sup> grader.
- A student must pass English 10 and accumulate 10 credits to become an 11<sup>th</sup> grader.
- A student must pass English 11, accumulate 16 credits and, be eligible to graduate in June, to become a 12<sup>th</sup> grader.



## Graduation Requirements

### Standard Diploma--22 credits

English	4 units	Health/PE	2 units
Math	3 units	Fine/Pract Art	1 unit
Science	3 units		
History	3 units	Electives	5 units*
Economics & Personal Finance	1 Unit		

\*Any 1 unit must be a Virtual/Online class

### SOL Verified Units--5 required

English	2 units
Math	1 unit
History	1 unit
Science	1 unit



### Advanced Studies Diploma--26 Credits

English	4 units	Foreign Language-	
Math	4 units	3 years of 1 OR	
Science	4 units	2 years of 2 different languages	
History	4 units	Health/PE	2 units
Economics and Pers. Fin	1 unit	Fine/Prac Art	1 unit
Electives	2-3 units*		

\*Any 1 unit must be a Virtual Online course

### SOL Verified Units--5 required

English	2 units
Math	1 units
History	1 units
Science	1 units

All students must select a career pathway and have an elective sequence. Students entering high school in 2013 - 2014 or beyond are required to pass a CTE exam to earn a certification in career and technical fields. **Regular Bell Schedule**

**Regular Schedule with Trucker Hour**

Block	Time	Minutes
1	7:20 -8:47 AM	87
2	8:52 -10:18 AM	86
3	10:23 -11:49 AM	86
Trucker Hour	11:54 AM -12:44 PM	50
4	12:49 -2:15 PM	86

**Early Release with Trucker Hour**

Block	Time	Minutes
1	7:20 -8:09 AM	49
2	8:14 - 9:03 AM	49
3	9:08 - 9:57 AM	49
Trucker Hour	10:02 - 10:51 AM	49
4	10:56 - 11:45 AM	49

**Two Hour Delay with Trucker Hour**

Block	Time	Minutes
1	9:20 - 10:17 AM	57
2	10:22 - 11:18 AM	56
3	11:23 AM - 12:19 PM	56
Trucker Hour	12:24 - 1:14 PM	50
4	1:19 - 2:15 PM	56

**One Hour Delay with Trucker Hour**

Block	Time	Minutes
1	8:20 - 9:32 AM	72

2	9:37 - 10:48 AM	71
3	10:53 AM - 12:04 PM	71
Trucker Hour	12:09 - 12:59 PM	50
4	1:04 - 2:15 PM	71

### Virtual Learning Schedule

Block	Time	Minutes
1	9:25 - 10:25 AM	60
2	10:35 - 11:35 AM	60
Lunch	11:35 AM - 12:05 PM	30
3	12:05 - 1:05 PM	60
4	1:15 - 2:15 PM	60

### Teacher Virtual Office Hours (2:20- 3:20)

Day	Department
Monday	CTE, PE, World Languages, Arts
Tuesday	Math
Wednesday	Science
Thursday	Social Studies
Friday	English

# 2020-2021 Instructional Calendar

## July 2020

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

2-10 +2 Employees Return  
3- Work Holiday  
4- INDEPENDENCE DAY

## January 2021

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

4- All Students Return  
18 - Dr. Martin Luther King Day  
28 Early Release (Exams-High)  
29- Early Release ALL Staff Dev. (Elem. & Middle)  
19 Instructional Days

## August 2020

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

3 - 10 +1 Employees Return  
18 - 200 Day Employees Return  
19-21- New Teacher Institute  
28- All 10th Employees Return

## February 2021

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

1-Teacher Workday  
15- PRESIDENT'S DAY  
18 Instructional Days

## September 2020

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

7 - LABOR DAY  
8- All Students Return  
30-Staff Development Day Early Release-All Students  
17 Instructional Days

## March 2021

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

15- Parent Conference Day  
Early Release - All Students  
23 Instructional Days

## October 2020

S	M	T	W	T	F	S
			1	2	3	
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

12 - Early Release  
Parent Conferences  
28- Staff Development Day  
Early Release- All Students  
22 Instructional Days

## April 2021

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

5-9 - SPRING BREAK  
15-16 Early Release (Exams-High)  
16- Early Release  
17 Instructional Days

## November 2020

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

3- Teacher Workday-No Students  
11- VETERAN'S DAY  
12- 13 Early Release (Exams-High)  
13- Early Release ALL  
26-27- Thanksgiving Holiday  
17 Instructional Days

## May 2021

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

31 - MEMORIAL DAY  
29 Instructional Days

## December 2020

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

18 - Early Release ALL  
21-Jan 4 - WINTER BREAK  
14 Instructional Days

## June 2021

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

9-10 Senior Exams (Flex-HS)  
15-17 Early Release All Students  
17- Student's Last Day  
21- Teacher's Last Day  
10 mo. Employees Last Day  
23- 10+1, 10+2, and 200 Day  
13 Instructional Days

Grading Periods	Progress Reports
Early Release	Report Cards
Early Release (HS Only)	Grading Periods End: 11/13, 1/29, 4/16, 6/18
Senior Exams	