

**CHURCHLAND HIGH SCHOOL
2016-2017**

MINI-STUDENT HANDBOOK

Home of the “TRUCKERS”



Going from Good to Great 2016-2017

Mr. Shawn Millaci, Principal

Ms. Ana-Maria Incorminias, Assistant Principal

Dr. Mark Lineburg, Assistant Principal

Mr. Eric Garcia, Assistant Principal

Mr. Kenneth Austin, Dean of Students



September 2016

Dear Students and Families,

Welcome to Churchland High School. Churchland High School is a comprehensive high school that offers a multitude of offerings including Advanced Placement courses, Career and Technical Education classes, clubs, athletics, and fine arts. The key to student success is being involved in activities and CHS has an array of outstanding offerings that help us attain our highest priority which is student learning.

The 2016-2017 school will be marked by several exciting initiatives. First, we continue to implement the one to one computer initiative that places Chrome Books in each of our students' hands. Second, we will be participating in the Virginia High School League Sportsmanship program and the Stay in the Game initiative which promote school spirit, as well as sportsmanship. Third, we are exploring new ways to engage our students including the possibility of developing maker-space areas in our school. Finally, we will strive each day to have a dynamic, relevant, and purposeful instructional model.

Churchland High School has a rich tradition of excellence. This excellence is clearly demonstrated in the outstanding performance on the Virginia Standards of Learning test which make us a fully accredited high school. In addition, in 2015-2016 we were recognized by U.S. News and World Report as a Bronze Medal High School indicating we are in the top 30 percent of public schools in the nation based on state exam performance. We look forward to seeing our school excel and my motto as a principal is "Going from Good to Great!" It will take every stakeholder in our school to reach that goal.

In conclusion, students be involved! A student that is involved in our outstanding programs is more likely to have fewer absences from school and less likely to be involved in matters associated with discipline. Families, please attend parent-teacher conferences, open houses, and our many extra-curricular and co-curricular activities.

The information you find in this handbook will answer most questions you may have about Churchland High School, however, do not hesitate to call me or members of our staff if you have questions or concerns.

Again, I welcome you to the 2016-2017 school year where we will carry on the tradition of "Trucker Pride" and strive to move our high school from "Good to Great."

Shawn Millaci
Principal

Office of the Principal
Churchland High School
4301 Cedar Lane, Portsmouth, Virginia 23703-2074
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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, 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.) School administration and faculty are not responsible for personal items brought into the building including cellular phones and electronic devices.
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: 1.60 Milk: .50

Students are to remain seated unless in a serving line. Students may pack their lunch; however, food from restaurants, fast food, or pizza delivery is not allowed. No visitors are allowed in the Cafeteria.

Cell Phones and Electronic

During the school day, high school students may use personal equipment or electronic devices for instructional purposes as defined and supervised by a classroom teacher or administrator. Students shall not display or activate personal equipment during class time unless specifically given permission by a teacher or school administrator. Personal equipment or a device includes, but is not limited to: a laptop computer, net book, tablet computer, cellular phone or Smartphone e-reader, or any personal computing device. Devices can be used only in the cafeteria during breakfast/lunch, and before/after school. Using the device to misrepresent an individual, harass or bully, or promote illicit activity will be unacceptable. Improper use shall result in confiscation of the item. Any student found in violation will have them confiscated and returned to a parent. All cell phones, electronic devices and other confiscated items must be picked up by a parent/guardian. When the parent/guardian picks up the confiscated item they will be required to sign the General Confiscation Form acknowledging that if the same or similar item is confiscated a second time it will be kept until a parent conference is held with an administrator, the third offense will result in the item being held until the student serves a minimum of one day of in-school suspension and a parent conference is held. The school must be contacted to schedule a pick up time.

CONSEQUENCES:

- First offense -the device shall be confiscated and returned to a parent/guardian
- Second offense -returned at parent conference
- Third offense – one day in-school suspension and parent conference is held

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

Ms. Incorminias

Dr. Lineburg

Mr. Garcia

Grade Level Assignment

Grades 11 & 12

Grade 10

Grade 9

Dean of Students

Mr. Kenneth Austin

Grades 9 - 12

SPECIFIC STUDENT DRESS CODE REGULATIONS

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

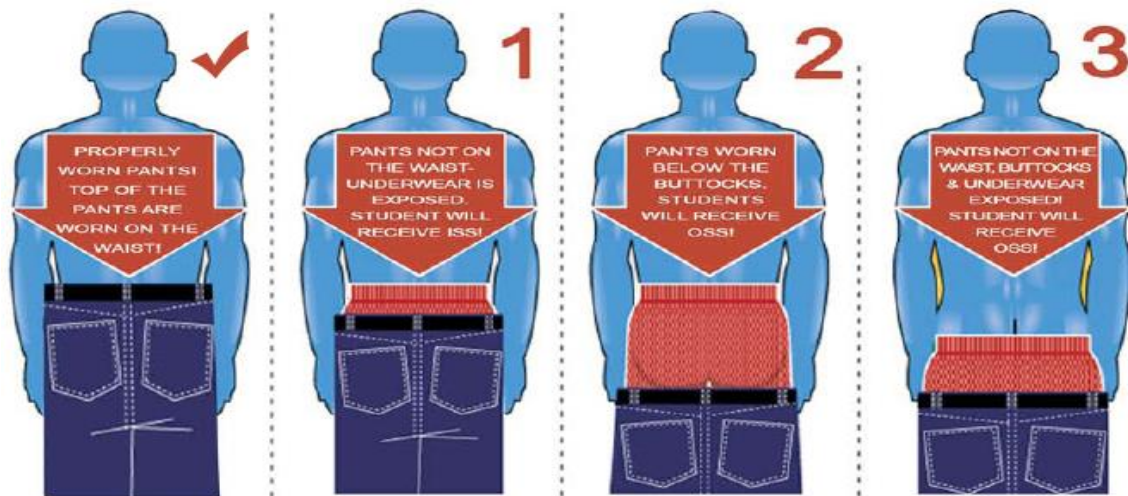
- Clothing, pins, jewelry, accessories or other items of adornment displaying obscene, profane, derogatory, violent or gang-related messages, themes, designs, or pictures
- Clothing, pins, jewelry, accessories or other items of adornment conveying messages related to or promoting the use of alcohol, 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

DRESS CODE

- No hats, caps, headbands, du-rags, goggles, or sunglasses may be worn inside.
- No bandanas are permitted in school.
- No haltertops -- no midribs 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!



The Illustrated Female Dress Styles Are Violations of the Dress Code

(No Tube Skirts)



(No Tube Dresses)



ACCESS CHALLENGE

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 13th 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 and Culinary Arts. Norcom offers Hotel and Restaurant Management, Biotechnology, Experimental Design, DE Medical Terminology 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.

Mrs. Pietila

- Center of Excellence and Freshman Academy

Mrs. Dowe

- A - G (Alpha for student's last name)
- Career & Technical Education Counselor

Kimberly Powell

- H - 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 10th grader.
- A student must pass English 10 and accumulate 10 credits to become an 11th grader.
- A student must pass English 11, accumulate 16 credits and, be eligible to graduate in June, to become a 12th grader.

Examination Schedule for Secondary School on Early Release Days 2016-2017

First Term Examinations

Midterms Examinations

Wednesday, November 9, 2016	Exams	Early Release, 10:55 a.m.
Thursday, November 10, 2016	Exams	Early Release, 10:55 a.m.

Finals Examinations

Thursday, January 26, 2017	Exams	Early Release, 10:55 a.m.
Friday, January 27, 2017	Exams	Early Release, 10:55 a.m.

Second Term Examinations

Midterms Examinations

Thursday, April 6, 2017	Exams	Early Release, 10:55 a.m.
Friday, April 7, 2017	Exams	Early Release, 10:55 a.m.

Finals Examinations

Wednesday, June 14, 2017	Exams	Early Release, 10:55 a.m.
Thursday, June 15, 2017	Exams	Early Release, 10:55 a.m.

**Schedules for Issuing Progress Reports and Report Cards for the
2016 - 2017 School Year**

Grades K – 12 Progress Report Schedule

Progress Report	Number of Days	Progress Reports Go Home
September 6 - October 5	22	October 7
November 14 - December 15	22	December 20
January 31 - March 3	23	March 3
April 17 - May 16	22	May 18

Grades K - 12 Report Card Schedule

Report Card Period	Number of Days	Report Cards Go Home
September 6 - November 10	46	November 18
November 14 - January 30	45	February 3
January 31 - April 7	48	April 18



Graduation Requirements

Standard Diploma--24 credits

English	4 units	Health/PE	2 units
Math	3 units	Fine/Pract Art	1 unit
Science	3 units		
History	3 units	Electives	7 units*
Economics & Personal Finance	1 Unit		

*Any 1 unit must be a Virtual/Online class

SOL Verified Units--6 required

English	2 units
Math	1 unit
History	1 unit
Science	1 unit
Student Selected Test	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--9 required

English	2 units
Math	2 units
History	2 units
Science	2 units
Student Selected Test	1 unit

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 for a standard diploma.

Regular Bell Schedule

1 st Lunch Schedule	2 nd Lunch Schedule	3 rd Lunch Schedule
BLOCK 1 7:25-8:55	BLOCK 1 7:25-8:55	BLOCK 1 7:25-8:55
BLOCK 2 9:00-10:30	BLOCK 2 9:00-10:30	BLOCK 2 9:00-10:30
LUNCH 1 10:40-11:10	BLOCK 3 10:35-12:35	BLOCK 3 10:35-12:35
BLOCK 3 11:15-12:35	LUNCH 2 11:20-11:50	LUNCH 3 12:05-12:35
BLOCK 4 12:40-2:10	BLOCK 4B 12:40-2:10	BLOCK 4 12:40-2:10

Early Release Bell Schedule

1 st Lunch Schedule	2 nd Lunch Schedule	3 rd Lunch Schedule
BLOCK 1 7:25-8:05	BLOCK 1 7:25-8:05	BLOCK 1 7:25-8:05
BLOCK 2 8:10-8:50	BLOCK 2 8:10-8:50	BLOCK 2 8:10-8:50
LUNCH 1 9:00-9:25	BLOCK 3 8:55-10:55	BLOCK 3 8:55-10:55
BLOCK 3 9:25-10:55	LUNCH 2 9:40-10:05	LUNCH 3 10:30-10:55
BLOCK 4 11:00-11:45	BLOCK 4 11:00-11:45	BLOCK 4 11:00-11:45

