

RECEIPT OF HANDBOOK & POLICY MATERIALS

GCPS - BROOKWOOD HIGH SCHOOL 2009 – 2010

Guided Study Teacher: _____ Date: _____

STUDENT NAME: _____ Student ID #: _____

PRINT STUDENT NAME ABOVE

HANDBOOKS OR COPIES OF THE FOLLOWING MATERIALS HAVE BEEN PROVIDED:

- | | |
|---|--|
| <p>A. Student Planner/Agenda Book
- <i>Notification of School Sponsored Clubs and Extracurricular Activities</i></p> <p>B. Student/Parent Handbook (GCPS)</p> <p>C. Academic Knowledge & Skills (AKS) Book (GCPS)</p> | <p>D. Honor Code (BHS) (<i>9th Grade, New Students only</i>)</p> <p>E. Compulsory Education Law (GCPS)</p> <p>F. Right to Search Locker Policy (GCPS)</p> <p>G. Acceptable Use of Electronic Media Policy (GCPS)</p> |
|---|--|

THE CONTENTS HAVE BEEN REVIEWED IN CLASS BY MY GUIDED STUDY TEACHER AND I HAVE BEEN AFFORDED THE OPPORTUNITY TO ASK QUESTIONS ABOUT THE PROVIDED MATERIALS.

STUDENT	I understand that it is my responsibility to take hand-book materials home, review all content with my parent or guardian, sign below, and return to my guided study teacher	PARENT	I have reviewed all handbook and policy materials with my student as acknowledged by my signature below.
	SIGNATURE: _____		SIGNATURE: _____
	DATE: _____		DATE: _____

STUDENT PLANNER AGENDA BOOK

Students receive a Planner/Agenda for recording assignments, time management and as a reference source for important school information. Parents are encouraged to review the planner layout and assist in their child's development of necessary organizational skills for use well beyond their education at BHS.

Annual Notification of School Sponsored Clubs/Extracurricular Activities:

A complete list of *School Sponsored Clubs/Extracurricular Activities* has been provided in *Section VI* of the Student Planner Agenda Book. For more information on school-sponsored clubs/activities or available student-initiated clubs/activities, please visit the Media Center, the Freshman Success Center, or visit the school website: <http://www.brookwoodhighschool.net>.

STUDENT PARENT DISCIPLINE HANDBOOK

The Gwinnett County Board of Education authorizes publication of the GCPS Student/Parent Handbook in accordance with School Board policies and procedures and Georgia laws. It contains important information for parents, students, school personnel, visitors, and citizens. The handbook is provided to better support schools and improve communication with students and families.

ACADEMIC KNOWLEDGE & SKILLS (AKS) BOOK

Gwinnett County Public Schools is dedicated to pursuing excellence in academic knowledge, skills and behavior for each student. The Academic Knowledge & Skills (AKS) book outlines what we, and our community, believe all children should learn at each grade level and in each subject or course. By setting these standards for our students, we are providing the greatest opportunity for their success, both in their education and in their future endeavors as adults.

HONOR CODE

The Brookwood tradition of excellence requires an academic environment that rejects cheating or any other form of dishonesty. An essential part of education is developing a sense of honor, responsibility, and ethical principals that extend to all facets of life. Self-esteem and self-respect grow from meeting challenges with honesty and individual effort. Students earn respect for themselves and their academic work through academic integrity and ethical conduct. Recognition, understanding, and using academic integrity policies prepare students for college and life. It is an essential part of education and citizenship.

COMPULSORY EDUCATION LAW

I understand the Compulsory Education Law (O.C.G.A. 20-2-690.1) states that every parent, guardian or other person who has control of any child between the ages of 6 and 16 must enroll and send their child to school. Failure to do so is punishable by a fine, community service, or a combination of the penalties.

I also understand that Gwinnett County Public Schools has an attendance protocol in place and that schools will inform parents and students of attendance expectations and the consequences for excessive unexcused absences, including notice to parents of their student's excessive absences. A pattern of absences could put a student at risk of not achieving grade level/course AKS. Under state law, a student with more than 5 unexcused absences is considered truant.

RIGHT TO SEARCH LOCKER

To maintain order and discipline in the schools and to protect the safety and welfare of students and school personnel, school authorities may search a student's locker and may seize any illegal, unauthorized, or contraband materials discovered in the search. As used in this policy, the term, "unauthorized" means any item dangerous to the health or safety of students or school personnel, or disruptive of any lawful function, mission, or process of the school, or any item described as unauthorized in school rules found in the Gwinnett County Board of Education Student/Parent Handbook.

Locker #: _____ Location: _____ Combination: _____ -- _____ -- _____

ACCEPTABLE USE OF ELECTRONIC MEDIA FOR STUDENTS

Failure to follow the guidelines established in school policy and the Gwinnett County Public Schools Student Conduct Behavior Code will result in disciplinary action that may include restricted or denied access to school computers and other instructional technology tools.

Electronic Media Policy & Procedure information is provided in the Student Parent Handbook (GCPS), and Student Planner Agenda Book (Section V. Student Conduct).

Guided Study teachers: *collect from student when signatures obtained - forward to grade level office*

High School 1255 Dogwood Road, Snellville, GA 30078

BRONCOS 2009 – 2010

Administration: Debra Dees, Principal
Faye Jones, Associate Principal

Assistant Principals: Bo Ford
Jeff Hall
Lisa Harrison
Randy Irvin
Sharon Kleckley
Malinda Martin
Russell Nicometi
Jodi Robinson
Mark Kimbro, Athletics Director, Student Activities
Dan Chelko, Director, Community School
Mike Gouge, Director, Community School

CONTACT NUMBER INFORMATION

Absence Line	770-978-5063	Guidance/Counseling	770-978-5060
Check In/Out	770-978-5065	Main Office	770-972-7642
Clinic	770-736-2097	Student Parking	770-985-7443
Community School	770-978-5064		
Confidential Hot Line	770-822-6513	9th Grade	770-978-5082
Curriculum	770-978-5081	10th Grade	770-978-5088
Field house	770-979-5265	11/12th grade	770-985-7443

GRADE LEVEL ADMINISTRATION OFFICES

The Brookwood Faculty and Staff *would like to thank the*

PTSA

for their continued financial support *of the student planner.*

Property of: _____
Address: _____
Phone #: _____
In case of emergency, please notify:
Name: _____ Phone #: _____

BELL SCHEDULE
BROOKWOOD HIGH SCHOOL 09-10

PERIOD	BEGIN	END	SCHEDULED EVENTS
1	7:24	8:22	1st Period / Moment of Silence / Pledge
2	8:28	9:20	2nd Period
3	9:26	10:18	3rd Period
4	10:24	11:16	4th Period / Lunch / Guided Study 4A 10:18 10:45 4B 10:50 11:16
5	11:22	12:14	5th Period / Lunch / Guided Study 5A 11:16 11:43 5B 11:48 12:14
6	12:20	1:12	6th Period / Lunch / Guided Study 6A 12:14 12:41 6B 12:46 1:12
7	1:18	2:10	7th Period

7:00 - 7:20 AM Intervention / Office Hours Monday through Friday

CLASS SCHEDULE	PERIOD	SUBJECT	TEACHER	ROOM	SECTION EVACUATION LOCATION
	1				
	2				
	3				
	4				
	5				
	6				
	7				

A MESSAGE . . . FROM THE PRINCIPAL

Dear Students,

Welcome Back! As we begin another school year, let's remind ourselves of what it means to be a participant in Brookwood's rich heritage. From the time our school was founded, Brookwood students have dedicated themselves to establishing a tradition of excellence. Because of their efforts, Brookwood is known as one of the top high schools in the state. Brookwood just doesn't *strive* for excellence; Brookwood *expects* excellence in all aspects of school life. Through the years, Brookwood has developed a healthy balance between academics and extracurricular activities and our graduates are well prepared to face the myriad of challenges the world has to offer. You are reaping the benefits of the legacy built by those before you. Because of their efforts, you are identified as a part of something special.

Now it is your turn to build the reputation that will define Brookwood for years to come. Strive to do your best in all aspects of school life. We hope you will be able to look back at all you accomplished and take pride in the legacy you leave for those who follow.

This handbook provides general information about Brookwood's opportunities for students and our expectations for you. Please read it carefully and share it with your parents. The policies and procedures outlined here are meant to provide a safe and orderly environment for learning.

Best wishes in the coming year.

Sincerely,

Debbie Dees

Principal

FROM YOUR BHS PTSA

Welcome everyone. Hope you had a fantastic summer. We are very excited about the opportunities Brookwood's PTSA has for the 2009-2010 school year. Our PTSA goal is to provide programs relevant to our students, parents, and community in order to continue to build "the Brookwood way, a Tradition of Excellence". BHS PTSA supports the National and State standards for PTA's which are:

- *Open communication between home and school
- *School respect and support of parent's role in their student's lives.
- *Parents being connected with their child's learning
- *Parent volunteers being welcomed at the school.
- *Parent involvement in school decisions affecting their children.
- *Community involvement in the education process.

Parental involvement in your children's lives has proven to be major influence in a student's academic and social success for their future. Volunteerism and support is essential to the success of our program. Get involved today, join our PTSA. Everyone is welcomed to become a member. Feel free to contact any PTSA officer or board member. Our website is located at www.gwinnett.k12.ga.us/BrookwoodHS. We look forward to working with you this year to achieve our goals.

Beverly Heslin
Co-President

Sheila Boales
Co-President

TO MY FELLOW STUDENTS...

Welcome back, Brookwood!

I hope you all had an incredible summer and ready to start a fresh new school year here at our amazing school. Brookwood is incredible, full of all the qualities that make a school outstanding: superiority in academics, sports, fine arts, and school spirit as well as generosity of the student body.

This year, make our school even better by challenging yourself to step out of your comfort zone and by reaching out to others to make your life here enjoyable and rewarding for yourself and for everyone around you. The best advice I can offer you is this: get involved! Of all the clubs and organizations here at Brookwood, I assure you that you can find at least one you're passionate about and that will make a difference in your life. One such club is Student Government, where fun and friendship meet leadership and change. I encourage you to join Student Government as a class representative or general member and see for yourself how you can truly make a difference in your school, community, and the world.

Good luck in your endeavors and I hope the 2009-10 school year is the best you've ever had!

Michelle Lowe, SGA President

GWINNETT COUNTY PUBLIC SCHOOLS

VISION

Gwinnett County Public Schools will be a system of world-class schools where students acquire the knowledge and skills to be successful as they continue their education at the post secondary level and/or enter the workforce.

MISSION

The mission of Gwinnett County Public Schools is to pursue excellence in academic knowledge, skills, and behavior for each student resulting in measured improvement against local, national, and world-class standards.

STRATEGIC GOALS

GWINNETT COUNTY PUBLIC SCHOOLS WILL...

- Ensure a world-class education for all students by focusing on teaching and learning the Academic Knowledge and Skills (AKS) curriculum.
- Ensure a safe, secure, and orderly environment for all.
- Optimize student achievement through responsible stewardship of its financial resources and the proactive pursuit of all resources necessary to meet current and future demands.
- Recruit, employ, develop, and retain a workforce that achieves the mission and goals of the organization.
- Meet the continuing and changing demand for essential information through technological systems and processes that support effective performance and desired results.
- Provide and manage the system's facilities and operations in an exemplary manner as determined by programmatic needs and best management practices.
- Apply continuous quality improvement strategies and principles as the way the organization does business.

BROOKWOOD HIGH SCHOOL

MISSION

THE MISSION OF BROOKWOOD HIGH SCHOOL IS
TO PROVIDE *a challenging
learning environment*
which emphasizes the CRITICAL THINKING
SKILLS STUDENTS NEED TO BECOME *productive
citizens and lifelong learners.*

BROOKWOOD HIGH SCHOOL HISTORY & TRADITIONS

ORIGIN

Plans for the school were started in 1977 to help relieve overcrowding of South Gwinnett and Parkview. A committee of educators from across the county were pulled together to create specifications for the facility. The school opened in 1981 under the leadership of Principal Emmett Lawson.

BROOKWOOD

The school was named for the intersection of Hollybrook Drive and Dogwood Road where the school is located.

BRANCOS

The mascot was selected by a committee of students. Bronco is derived from Spanish "broncho," meaning tough. American Indians valued the free roaming wild broncos and ownership was a source of prestige and power. Various sketches of broncos were considered before students chose the final pose. The runner-up for the mascot was bears.

MAROON & GOLD

Brookwood's colors were chosen by students. The runner-up was Carolina blue.

ALMA MATER

The lyrics were written by teacher Lori Ziecker and combined with the music of "Eternal Father, Strong to Save", a Navy hymn.

To Brookwood High we sing thy praise,
The scene of many cherished days.

With strength and wisdom as our aim,
We'll strive to honor thee with fame.

Chorus:

Thus evermore we sing thy praise
Maroon and Gold of Brookwood Days.

With friendship ever in our hearts,
Our thoughts from here will n'er depart.

The Bronco spirit we do yell,
Will cheer us as we say farewell.

MOTTO

The original motto was "Establishing a tradition of excellence." This evolved into the current motto "A tradition of excellence."

CREST

The four symbols in the crest stand for the "key to knowledge, communities that came together to form Brookwood, fine arts, and extracurricular activities."

SECTION II. GENERAL INFORMATION

ACADEMIC PLANNERS

Students receive a planner for noting assignments/projects, time management and as a reference source for school information. Students are required to have the planner with them as a hall pass when they are out of the classroom. Lost planners are replaced at the student's expense (\$5) in the grade level offices.

ALCOHOL & DRUG AWARENESS PROGRAM (ADAP) *EFFECTIVE AUGUST 1, 2006*

All students enrolled in a Health Class are required to take and pass a State mandated course on Alcohol and Drug Awareness. On completion and passing this course students are issued an ADAP certificate. Replacement certificate is available for \$5 at the student's expense.

BUS TRANSPORTATION

Students needing to ride a different bus must present a parent note with contact phone numbers to the grade level office by 8:00 am the morning of the day the change is needed. A call will be made to the parent/guardian for verification and the approved bus permit will be available for the student to pick up at lunch or after 6th period.

CLINIC

The school maintains a clinic for students. Clinic personnel supervise the administration of medications, assess health care needs, and administer emergency first aid when appropriate. When students become ill or injured during the day, they should report it immediately to the teacher and request a pass to the clinic. Clinic personnel will contact parents as situations require. **Students should not call parents from their cell phone when ill.**

Clinic Card:

It is imperative that parents complete a Clinic Card at the beginning of the school year. It must include current address and phone number, medical conditions, emergency numbers, and a valid parent signature. If changes occur during the year, parents should notify the Clinic. *A Clinic Card must be on file before students are allowed to check out.* Otherwise the student will be checked out unexcused. The unexcused check-out will be changed to excused upon return of the clinic card.

MEDICATIONS

To ensure the safety of all students at our school, the following guidelines should be followed when medications are to be sent to school:

1. All medication (prescription and nonprescription) must be taken directly to the clinic for safe storage.
2. All medications, both prescription and over-the-counter, must be accompanied by an Administration of Medication Request Form. This form is available in the clinic and also can be downloaded from www.brookwoodhighschool.net under the clinic link.
3. All medications must be in the ORIGINAL CHILD PROOF CONTAINER. Prescription medications must be in the labeled prescription bottle. **Medications stored in baggies, envelopes, etc., will not be administered.**
4. Administration of prescription and over-the-counter medicine (even for a short period of time) is discouraged. Parents should check with their physician regarding the need for medications to be administered during school hours. Medications prescribed for three times daily often can be given before school, after school, and at bedtime.
5. **Medications must be picked up at the end of the school year, or will be disposed of by the school.**

ASTHMA MEDICATION

A student who has asthma may possess and is permitted to self-administer asthma medication prescribed for him/her by their physician. The student will be allowed to self-administer asthma medication while at school; at a school sponsored activity; while under the supervision of school personnel; or during, before, or after school care on school operated property. Contact clinic personnel in order to obtain the forms required for self-administration of asthma medication.

CONFIDENTIAL HOT LINE

HELP KEEP YOUR SCHOOL SAFE

If you think you know that someone is carrying
a weapon, drugs, or alcohol,
please call 770-822-6513, 24 HOURS.

You don't need to give your name

BROOKWOOD HIGH SCHOOL COUNSELOR MISSION STATEMENT

The mission of the Brookwood High School Guidance Department is to provide a developmentally appropriate guidance program leading all students to personal/social development, improved academic performance, career exploration, and transition to appropriate postsecondary options.

Counselor Services for Students:

Counselors work with students individually, in small groups and in classroom guidance. The "Counselor on Call" is on hand to address emergency or crisis situations.

Small Group Counseling:

Group Counseling is offered to students to address specific individual needs.

Examples of counseling topics:

<ul style="list-style-type: none"> ▪ 9th Grade Success ▪ Grief ▪ Divorce ▪ Study Skills 	<ul style="list-style-type: none"> ▪ New Students ▪ Foreign Exchange ▪ Anger Management ▪ Credit Recovery 	<ul style="list-style-type: none"> ▪ Summer School ▪ Post Secondary Planning ▪ Course Selection ▪ Crisis Intervention
--	---	---

CRISIS HELP NUMBERS		
Abused Women's Services & Shelter	770-963-9799	24 Hrs.
AID Gwinnett, Inc.	770-962-8396	
Alcoholics Anonymous	404-525-3178	
Child & Elder Abuse Reporting	678-518-5630	
Cocaine Anonymous	404-255-7787	
Gwinnett Sexual Assault Center	770-476-7407	24 Hrs.
Nar-Anon	404-633-2421	
SAFE House <i>(Help available at any Quick Trip)</i>	678-546-8770	24 Hrs.
Suicide Prevention	770-962-5544 Choose Opt. 2	Business Hrs. 24 Hrs.

How to make Appointments:

Students may schedule an appointment with the Counseling Office Manager. Appointments are counted as instructional time and not considered a class absence.

**COUNSELING ASSIGNMENTS
2009 - 2010**

Stephanie Medlin	A-CI
Byron Loyd	Co-G
Varietta Benjamin	H-K
Gayl Kelly	L-N
Katy Jones	O-Sk
Cary Kennedy	SI-Z
Joyce Ricks	9 th Grade/Graduation Coach

Parent Services:

Informational (evening) meetings are provided throughout the year.

Parent conferences are available by appointment by contacting the Office Manager at 770-978-5060.

PARENT MEETINGS 2009-2010			
Meeting:	Date:	Location:	Time:
Joint Enrollment	July 30, 2009	Commons	7:00 PM
12th Grade Parents	August 27, 2009	Commons	7:00 PM
11th Grade Parents	October 15, 2009	Commons	7:00 PM
10th Grade Parents	March 2, 2010	Commons	7:00 PM
9th Grade Parents	February 4, 2010	Theater	7:00 PM
Probe College Fair	October 29, 2009	Commons	6:30 – 8:30 PM
Financial Aide	TBA	Commons	7:00 PM
Joint Enrollment	January 28, 2010	Commons	7:00 PM
Honors Night	May 18 or 19, 2010	Off-Campus	7:00 PM

* Please refer to the Counseling link on the BHS website for meeting information.

ASVAB

The Armed Services Vocational Aptitude Battery, a free career interest inventory, will be offered for Seniors in the Fall, 2009, and for Juniors in the Spring, 2010. The ASVAB is an excellent test to determine students' strengths. Registration information will be distributed through junior and senior bulletins. Dr. Loyd coordinates this program.

College & Career Center Services:

The school houses a wealth of information concerning occupations and post-secondary choices. A counseling staff member is available to assist students and parents in their search for information. Information concerning colleges, technical schools, armed services, careers and financial aid is available.

Representatives & Guest Speakers:

We invite representatives from colleges, vocational-technical schools, and military services as well as career speakers to present informational sessions during the school day. Programs are advertised in weekly class bulletins. Interested students must sign up in advance to attend.

Passes are available in the College and Career Center. *Passes are not issued on the day of the presentation.* The classroom teacher has the final approval of a student's attendance.

Proof of Residency & Immunization:

The parent or guardian must provide proof of residency in the district and attendance zone at the time a student is initially enrolled in a school. All students must be properly immunized and have the official Georgia immunization form on file in the counseling office. Hearing, dental, and vision screening is also required. Fail-

ure to comply with these guidelines may lead to withdrawal from Brookwood High School.

Governors Honors Program:

Brookwood High School participates in the Governors Honors Program. Students are nominated by their teachers and compete at the county and state levels. Selected students pursue academic interest areas during the summer on a college campus. Dr. Loyd coordinates this program.

Records Transfer:

Copies of a student's educational record may be transferred to officials of other schools or school systems in which the student seeks to enroll. Unless parents express, at the time of enrollment in the Gwinnett County Public Schools, a need for additional notice of the transfer of student records, the records transfer to the enrolling school or school system will occur without further notice.

Effective July 1, 1997, Georgia Law requires:

Students in sixth grade or higher transferring to a new school will be required to provide academic and disciplinary transcripts to school officials. Students will be required to disclose conviction of designated felony acts, whether they currently are serving a suspension or expulsion from another school, the reason for such discipline, and the term of the discipline. Schools can refuse to admit students under disciplinary action from other school systems. In lieu of compliance, a student may be admitted on a conditional basis if he or she and his or her parent or legal guardian execute a document providing the name and address of the school last attended authorizing the release of all academic and disciplinary records to the school administration. Every school system in the state will be obligated to provide complete information to a requesting school within ten (10) days of receipt of request.

Senior Bulletins:

The Senior Bulletin is an excellent source for scholarship opportunities, career information and organizational reminders. A Senior Bulletin is distributed to each senior student on Thursday through their Guided Study classes. *Bulletins are also available in the Counseling Office and on the BHS website*

Student Records:

Under the Family and Educational Rights and Privacy Act of 1974, parents have several rights, which include the right to inspect and review educational records of their child, the right to challenge the content of those records, the right to control the release of educational records of their child, the right to complain to the Family Educational Rights and Privacy Office about the school's failure to comply with the law, and the right to be informed of these rights just listed.

To obtain a copy of the Gwinnett County policies on their compliance with the law, or to request the opportunity to inspect and review your child's records, contact your child's school.

Gwinnett County Public Schools provide the student and his or her parent with important rights pertaining to student records.

These rights include:

- the right to receive this information in a format understandable to student and parent;
- the right to inspect and review student records by parents (and in the case of students over the age of eighteen, by students) within 45 days of the request and the right to have the records explained;
- the right to copies of student records;
- the right to challenge the content of student records and the procedures for doing so, including the availability of formal proceedings to resolve these disputes;
- the right to request that material be removed from student records and the procedures for doing so;
- the requirement of parental or student consent and methods of consent before the disclosure of student records except in certain circumstances;
- the rights of separated or divorced parents and legal guardians pertaining to student records;
- the schedule of destruction of particular student records;
- the content, location and particulars concerning permanent records, official records and supplemental records.

The student or parent may contact the local school for more information about the above list of rights.

Transcript Requests

Transcripts are available from the Counseling Office for a fee of \$2 and the completion of a transcript request form.

Students are responsible for mailing applications, officially sealed transcripts, and all supporting materials. This procedure enables students to have the "hands-on control" of when and where transcripts are sent.

Student Withdrawals:

1. Parents or guardians must contact Mrs. Debbie Meyer, Registrar at 770-978-5074 prior to date of withdrawal.
2. Sign withdrawal form and present picture I.D. when picking up withdrawal packet.
3. Verify that all textbooks are returned to Mrs. Meyer and all fees have been paid.

Work Permit

Go to Brookwood's website www.brookwoodhighschool.net - Counseling section and follow the link for *Work Permits*.

Fill in the personal information, and print the data sheet to give the employer.

After the employer fills in their section, return the sheet with a form of identification showing birth date to Mrs. Smith in the Counseling Office. (Allow minimum of 24 hours to complete.) There is a \$2.00 fee.

It is the policy of the Gwinnett County Board of Education not to discriminate on the basis of gender, age, race, ethnic group, color, disability, religion, belief, or national origin in the educational programs and activities, or admissions to facilities operated by the Gwinnett County Board of Education, or in the employment practices of the school system.

DELIVERIES TO SCHOOL

Parents are discouraged from bringing items such as lunches, gym bags, and books to school to be delivered to students. Interruption of classes to deliver these items interferes with instruction. We do not deliver flowers, gifts, or fast food lunches to students.

Federal lunch program prohibits delivery of fast foods during the school day.

DRIVER'S EDUCATION

The Brookwood Community School offers a Driver's Education program at least 6 times throughout the year. All classes are developed and scheduled by the instructors as soon as the previous class is finished.

Information about new classes are given to the students during the daily announcements at school. Announcements are also posted every day in the Commons Area. Each course has 30 classroom hours and 6 hours of behind the wheel driving. The maximum amount of students per class is 30. You must have a learner's permit or driver's license to show at the time of registration. Class fee is \$295.

For additional information and registration forms go to our web: www.brookwooddriversed.com

DRIVER'S LAW

The DMV requires a notarized Certificate of Attendance when students age 15-17 apply for a driver's license or permit.

Certificates of Attendance are available in room C1 for a \$3 processing fee. Students should fill out the form in the office allowing **two school days** for processing prior to the date the certificate is at the DMV. Certificate of Attendance request forms can be obtained during the summer in A3 from 8:00 a.m. – 3:00 p.m. for the same fee. However, they can be pickup **only on Wednesday and Friday**.

ELEVATOR ACCESS

The school is equipped with 3 elevators for students unable to use the stairs.

E/F-Hall: For access to 9th, 10th grade rooms & gym on lower level. Key may be checked out in the 10th Grade Office (E24) with a \$5 replacement fee if the key is lost.

A-Hall: For access to upper and lower level classrooms, obtain a pass from the 11th/12th Grade Office in room A114.

FOOD SERVICES

Brookwood provides a wide range of healthy meal options. The food court features full meals, salads, hot and cold sandwiches, pizza and a variety of fruits and vegetables. Menus can be found on the BHS or GCPS web-sites.

Lunch is \$2.00 and includes 1 entrée, 2 different sides and 1 milk. Additional entrees are \$2.00 and additional sides are \$.40. Ala cart milk is \$.40. Breakfast is \$1.00 and is served from 6:50 a.m. until first bell.

Every student has a debit account accessible with their student ID number. Meals may be prepaid by cash or

check at the register. Credit card payments may be made on line at Mealpayplus.com. Money must be in the "General" account for students to purchase ala cart extras. Money in the "Meal" account allows students to purchase a meal only with no extras. Students are allowed to charge up to \$4.00. Failure to pay charges in a timely manner will result in loss of future charge privileges.

GWINNETT COUNTY ONLINE

www.gwinnett.k12online.net

Contact online campus at www.gwinnett.k12online.net for information regarding online options.

HOMELESS CHILDREN & YOUTH

The Stewart B. McKinney/Vento Education for Homeless Children and Youth Act ensures educational rights and protections for children and youth experiencing homeless situations to enroll in, attend, and succeed in school and pre-school programs. In accordance with this law, Gwinnett County Public Schools affords homeless children and youth equal access to the same free, appropriate public education, including a public pre-school education such as Head Start, Even Start, State Pre-K, and Title I Preschool Programs as provided to other students.

Homeless children and youth will have access to education and other services that he/she needs to have an opportunity to meet the same challenging state student academic achievement standards to which all students are held. Please contact Ms. Lisa Harrison for information.

IDENTIFICATION (ID CARDS)

Students are provided with a photo ID at the beginning of the school year. Students must carry the card with them while on campus for identification, library book checkout, lunch charges, school dances and other activities. Replacement ID's can be purchased in the Counseling Office for \$5.00.

IMPAIRED/HANDICAPPED ACCESS

Gwinnett County Public Schools wished to meet the needs of all of its students and families. If any member of your family needs assistance or has any questions regarding mobility impaired issues or handicapped access, please contact the principal of your local school or the department manager in your division.

INDIVIDUALS WITH DISABILITIES

It is the practice of the Gwinnett County Public Schools to provide instructional and related services appropriate to provide a free appropriate public education for individuals with documented disabilities.

Brookwood High School wishes to meet the needs of all our students and families. If any member of your family needs assistance or has questions regarding mobility impaired issues or handicapped access, please contact (770) 972-7642 Monday through Friday, 7:00 AM – 3:30 PM, or 770-978-5064 Monday through Friday, 3:00 PM – 9:00 PM. Individuals may also contact the appropriate grade level office for information regarding such services.

LOCKERS

All students who pay a locker fee are assigned a school locker. Students are discouraged from sharing a locker or giving locker combinations to anyone.

Every effort is made to ensure that lockers are in good repair; however, an occasional problem may arise. If a locker does not lock properly, the student should notify his/her grade level office *immediately* and should not use that locker. The non-working locker will be repaired or a new locker issued as soon as possible. If the student fails to report the broken locker, he/she takes full responsibility for the items placed in it (including textbooks).

*The school assumes no responsibility
for lost or stolen articles, including textbooks.*

Lockers are the property of Brookwood High School and may be inspected and searched by school officials. No decals, stickers, or padlocks may be put on lockers.

MEDIA CENTER

The Media Center is the center of information services at Brookwood High School. We support all phases of the instructional program; providing materials, equipment, and instruction.

We welcome you to come to the Media Center for research, to read, to study or to browse. The Media Center staff is dedicated to helping you to achieve and to be successful as a student at Brookwood High School.

The Media Center is open between the hours of 6:30 a.m. to 3:00 p.m. every Monday, Tuesday, and Thursday, 6:30 a.m. to 3:30 p.m. on Wednesday and 6:30 a.m. to 2:30 p.m. on Friday. Students will be admitted to the Media Center during a class period with a student planner signed by a teacher. All students will SIGN IN when entering the media center unless a whole class is entering together.

Circulation Policies

- A student may check out up to 5 books at a time for a period of 4 weeks.
- The student may renew their materials for an additional 2 weeks unless the books are on reserve for another patron.
- Reference books and magazines may be checked out as overnight materials beginning at 2:15 p.m. until 7:30 a.m. the following morning.
- Overdue fines are 10 cents per school day per book (25 cents per day for Reference).

*A student may NOT check out additional materials if the student has an overdue book or fine.
A student may NOT take a final exam if books or fines are due to the media center.*

Technology Use

The computers in the Media Center are to be used for RESEARCH purposes only! There will be no personal e-mail, chat rooms or games allowed.

PARKING

On-campus parking is available for eligible seniors and students enrolled in off-campus curriculum where transportation is not provided.

Eligibility Criteria

Students must meet the following criteria to be eligible for parking:

Academics:

- You must pass all 6 classes in the Spring Semester of the previous year.

Attendance:

- Less than 6 TAPS which includes unexcused check-ins during the previous year.
- Less than 10 unexcused absences during the entire previous year.

Discipline:

- No out-of-school or in-school suspensions during the previous school year.

Parking Class:

- In addition to meeting academic, attendance and discipline criteria, students requesting parking must attend a mandatory parking information session. Class attendance does not guarantee a parking space. There is a \$15 fee for the class.

Student Groups & Eligibility

The following Student Groups will receive first placement:

- Top 50 Seniors (Class Rank);
- Work Program, ROTC, Joint Enrollment, Quest, Peers, Careers/Education, Grayson;
- Random Lottery; (all remaining students who meet requirements and turn in a completed parking application).

Maintaining Parking Privileges

Student parking may be revoked at the discretion of school administration for:

- One or more class failures
- AWOL's, Tardies (*Section IV*)
- One Out-Of-School Suspension (*Section V*)

Security

Efforts are made to ensure parking lot security. However, Brookwood High School and Gwinnett County Public Schools assume no responsibility for damages, loss or theft.

Students drive and park on campus at their own risk. Students are not allowed in any parking areas at any time

without written permission of an administrator except when arriving on campus or leaving campus.

Upon arrival at school, students should go directly to the building. Vehicles brought on campus are subject to search by school officials.

SAFETY & SECURITY

Emergency procedures for evacuation are posted in classrooms throughout the campus.

Fire-drills and weather preparedness drills are conducted periodically with the intent to demonstrate real-life scenarios and establish effective responses from students, faculty and staff.

IN THE EVENT OF AN EMERGENCY, RESULTING IN CAMPUS EVACUATION
TO ADJACENT FACILITIES, PARENTS ARE DIRECTED
TO LOCAL RADIO (670, 750 AM - 94.1, 97.1 FM), OR TV STATIONS (CHANNEL 2, 5),
OR OUR WEBB SITE AT WWW.BROOWOODHIGHSCHOOL.NET FOR UPDATES.

PARENTS CAN BE ASSURED THAT PLANNING FOR SUCH AN EVENT
HAS PREPARED BOTH FACULTY/STAFF, AND STUDENTS FOR A SAFE RESPONSE.

STUDENT CLASSIFICATIONS

Students are assigned to grade level Guided Studies based on the number of units attained by fall semester. The only adjustments made for Guided Study assignments during the year are for graduating seniors.

Grade	Students Entering 9th Grade Prior to Fall, 2006	Students Entering 9th Grade Fall, 2006 and beyond	Students entering 9th Grade Fall, 2008 and beyond
10	5 credits	5 credits including no less than: .5 LA .5 Math .5 Science	5 credits including no less than: .5 LA .5 Math .5 Science
11	11 credits	11 credits including no less than: 1.5 LA 1.5 Math 1.5 Science .5 Social Studies	11 credits including no less than: 1.5 LA 1.5 Math 1.5 Science .5 Social Studies
12	16 credits	16 credits including no less than: 2.5 LA 2.5 Math 2.5 Science 1.5 Social Studies	17 credits including no less than: 2.5 LA 2.5 Math 2.5 Science 1.5 Social Studies
Total units required	22 credits	22 credits	23 credits

TITLE IX INFORMATION

If you believe you are being mistreated by a school employee on the basis of your race, color, religion, gender, age, national origin or handicap, you have a complaint and a remedy.

Please tell any school employee in whom you have confidence that you have a complaint about the manner in which you are being treated and why.

You may also contact the school system's TITLE IX COORDINATOR for assistance by writing or calling:

Office of the chief of Staff

WINNETT COUNTY PUBLIC SCHOOLS
437 Old Peachtree Rd. NW
Suwanee, GA 30024-2978 (678-301-6011)

If a student feels he or she has been disciplined in an unfair manner, the student does have a right to appeal through the administrative levels.

TRANSPORTATION / STUDENT DROP-OFF

Parents are directed to the following drop-off designated areas:

Lot B: Theatre/Maroon Gym Entrance *At Webb Ginn and Dogwood Road*

Lot C: A - Wing *Enter lot from Dogwood Road*

To maintain safety and efficiency we ask that parents and students follow signs/arrows and parking personnel along the curb, pulling all the way up in the drop-off lane in front of the Theatre/Maroon Gym entrance.

VISITORS

Any visitor with legitimate business on school grounds must sign in at the Main Office or the Maroon Gym Lobby and request a visitor's pass. The visitor's pass must be clearly visible the entire time the visitor is on campus.

Students are not allowed to have visitors during the school day.

Parents and visitors are to make an appointment to see a teacher, the principal, the counselors, or to visit their children's classes.

**NO STUDENTS
OR UNAUTHORIZED VISITORS
MAY REMAIN IN THE SCHOOL BUILDING
AFTER REGULAR SCHOOL HOURS
WITHOUT SUPERVISION.**

SECTION III. ACADEMICS & INSTRUCTION

Brookwood offers a strong academic program for students. A comprehensive set of learning objectives, called **Academic Knowledge and Skills (AKS)**, has been developed and is being implemented in all subjects. AKS provides a common foundation for teachers to use as they develop meaningful lessons. Teachers supplement the AKS with a variety of materials to create an academically rigorous environment for students.

**BROOKWOOD STUDENTS
CONSISTENTLY ACHIEVE
HIGH SCORES ON THE**

1. Georgia High School Graduation Tests,
2. Gateway Test,
3. End of Course Tests,
4. SAT and ACT
5. AP Exams

**BROOKWOOD IS ONE OF THE HIGHEST RANKING SCHOOLS IN THE
METRO AREA FOR
TEST SCORES AND
SCHOLARSHIP AWARDS**

ACADEMIC INTERVENTION SERVICES

The following support programs are available to assist students:

THE FRESHMAN ACADEMY

Provides academic assistance for freshmen students requesting help or by invitation from teachers. Certified teachers and peer tutors are available every day in room F1 from 7:00-7:20 AM and from 2:30-3:30 PM.

MONDAY

Math

TUESDAY	Biology
WEDNESDAY	Math
THURSDAY	Biology

The schedule is posted on the school web site. For more information call, 770-978-5082.

TEACHER TUTORING

Office Hours

Teachers are available by "Office Hours" for student "drop-in" assistance **OR** the teacher may request that the student attend. Office hours are posted outside the classroom and on the school website.

Appointment

Students unable to meet during "Office Hours" may request help before or after school by appointment.

Standardized Tests

Students unsuccessful with High School Graduation Test or the Gateway Test are offered intervention. Contact the Testing Office at 770-978-5090 with questions or come by A114.

ACADEMIC LETTERS

Academic letters are available to students seeking the college prep or technical diploma. Academic letters are available to Freshmen who earn a 92 average at the end of the first semester.

In addition, Upperclassmen who have a 92 average for Fall semester of the current year and for the second semester of the previous year, may earn an academic letter. These averages are figured without rounding off scores. Students who qualify are honored at a reception in the spring.

ADVANCED PLACEMENT

The College Board's Advanced Placement Program enables students to pursue college-level studies while still in high school. Brookwood offers more than 20 classes in various subject areas. AP classes are available to all students who are willing to accept the challenge of a rigorous curriculum.

Advanced Placement Classes are college courses taught in high school with college textbooks. A student may earn college credit as well as high school credit for the course if the student's score on national AP Exams are satisfactory. Colleges and universities consider AP courses to be the gold standard for the test of rigor of schedule on a student's transcript during the college application process.

Advanced Placement Scholar Recognition is designed to pay tribute to students who have utilized the Advanced Placement course offerings to better prepare themselves for the college classroom. AP Scholars will have the opportunity to purchase a medallion to be worn with the graduation gown. The medallion will be embossed with the Brookwood crest and will hang from a maroon and gold ribbon. Students will also receive a special diploma seal and will have their names permanently displayed on a plaque to be displayed on the Brookwood Academic Wall of Fame.

The criteria for being named an AP Scholar is to be "on track" to receive four units in Advanced Placement courses by the end of the senior year with a "B" average or better in those courses by the end of the first semester of the senior year. Students who will qualify for this honor will be notified by letter in March. The recipients will be recognized at a pizza party and will receive their purchased medallions at that time.

ADVISEMENT/GUIDED STUDY

Advisement Activities will be conducted twice a month during scheduled guided study periods to provide important support systems for further development of study/testing/reading skills and to mentor our freshman students beginning high school at Brookwood.

WEEKLY ACTIVITIES

Monday	<ul style="list-style-type: none"> • Guided Study/<i>Silent Sustained Reading</i> • Freshman Mentoring Program
Tuesday	<ul style="list-style-type: none"> • Activities to be determined
Wednesday	<ul style="list-style-type: none"> • Guided Study/<i>Silent Sustained Reading</i> • Advisement Lessons
Thursday	<ul style="list-style-type: none"> • Activities to be determined
Friday	<ul style="list-style-type: none"> • Guided Study

Enrichment is provided during the time leading up to GHSAT, Gateway, and PSAT

Counseling provides classroom guidance periodically for 10th, 11th, 12th grade Advisement.

CLASS RANK

Class rank is based on cumulative grade average. The student's class rank is listed on the bottom of his/her transcript.

Grading Scale

Excellent	A	=	90 and above
Above Average	B	=	80 – 89
Average	C	=	74 – 79
Minimum	D	=	70 – 73
Failure to Achieve	F	=	below 70

COURSE AUDIT

Permission to audit a course is granted on a very limited basis. Audit forms are available through department heads. The Associate Principal of Curriculum and Instruction must give final approval for a student to audit a course.

GIFTED EDUCATION PROGRAMS

Gifted Science, Math, Social Studies, and Language Arts classes are available in grades 9-10. Gifted science, math, and language arts classes are available in grade 11. Although some AP classes are available for grades 9-11, gifted course selections for grade 12 are all AP. Gifted students may choose which gifted classes to take, but they should consider carefully the potential impact on their transcripts of rigor of schedule in order to be fully competitive for the college admissions process. The only confirmation of gifted placement on transcripts is enrollment in gifted classes.

Directed Study is an elective class that allows gifted students to study topics not offered in the regular curriculum but which connect to the AKS. Students complete a contract of learning goals, due dates, AKS, and products with the gifted program teacher. Study materials will be purchased for the student when appropriate if gifted funding from the state has been received.

Quest Internship is an off-campus elective class in which gifted students work with a mentor in the business or professional world. Students leave campus the last period of the day and must be old enough to drive and provide their own transportation.

The procedures for identifying and placing students in the state funded gifted program are governed by rules and regulations required by the Georgia Department of Education.

Referrals to the gifted program may come from teachers, parents, students, or as a result of system-wide testing. Students must submit achievement portfolios to the school referral team. If the referral team recommends the student for gifted evaluation, the school's eligibility team will review the student's mental ability, achievement, creativity, and motivation results. Private evaluations and testing may not be substituted for test data generated at the local school. Students must attend classes at BHS before they can be referred and evaluated for the gifted program.

Email Mrs. Collins for additional information: jolinda_collins@gwinnett.k12.ga.us

GRADUATION

The graduation ceremony is by invitation to students in good standing who have met all credit requirements, as indicated in the senior letter, which is mailed in the fall. Students must also have returned all textbooks, library books, school issued items, and cleared all fines.

Students who have met all requirements except for passing all parts of the Georgia High School Graduation Tests and/or the Gateway Test may walk but they will receive a certificate of attendance rather than a diploma. Appropriate behavior before and during ceremonies is expected.

HOMEBOUND INSTRUCTION

Homebound instruction is available for students who are ill and will be absent at least 10 consecutive days. An application supported by a doctor's recommendation is necessary for placement in this program. Instruction includes a homebound teacher and "teleclass" instruction. *Contact Mrs. Meyer in the Counseling Office at 770-*

978-5074 for more information on this program.

HOMEWORK

The Board of Education strongly endorses the use of homework to promote student learning. Through quality homework, students have opportunities for enrichment, extension and remediation of instructional objectives, and practice of skills.

The teacher has the obligation to assign homework as necessary to meet instructional objectives and to use the homework to evaluate and monitor student progress. Through a strong home/school partnership, homework has the potential to increase learning time and student achievement.

Homework Requests

Students who have been, or expect to be absent 3 or more consecutive days may request homework assignments through the main office (770-978-5099). Please allow twenty-four hours for teachers to respond to a request.

HONOR GRADUATES

Students who have earned a cumulative grade point average of 90 or higher at the end of their senior year will be recognized as honor graduates. Averages lower than 90 will not be rounded up for this recognition.

The Valedictorian and Salutatorian for the graduating class are selected based on class rank at the end of first semester of the senior year. The Valedictorian will be the member of the senior class with the highest numerical cumulative average of those students receiving a College Preparatory Diploma. The Salutatorian will be the graduating senior with the second highest average of those seniors receiving a College Preparatory Diploma. The Valedictorian and the Salutatorian must be enrolled at Brookwood High School for both semesters of the senior year and must have passed all sections of the Georgia High School Graduation Test as well as all sections of the Gateway Exam.

HOPE SCHOLARSHIP

Helping Outstanding Students Educationally is a four-year scholarship program funded by the Georgia Lottery. This program provides funds for tuition fees in degree, diploma or certification programs at any Georgia public or private post secondary institution, university or technical institution for Georgia residents who meet certain criteria. Keep up to date on HOPE and other student financial aid programs available from the Georgia Student Finance Commission by visiting their web site at www.gsfc.org or calling 1-800-505-GSFC. *A free Application for Federal Student Aid form, available in the Counseling Office, must be completed after January 1st of the student's senior year*

The **HOPE Grant** is available to students who are enrolled in a **diploma** or **certificate** program of study at a **technical college**. There is no minimum high school grade average or diploma type requirement. Contact the financial aid office at the technical college for more information.

JOINT ENROLLMENT/ACCEL OPTION

Juniors and Seniors who wish to participate must be enrolled in a college or university to receive both high school graduation credit and college credit. Although colleges and technical schools may have higher admission standards, the minimum eligibility requirements for tuition to be funded by the State are:

3.0	Academic Average
530 V	SAT
440 M	SAT

PHOENIX HIGH SCHOOL

Phoenix High School exists to serve the needs of high school students who prefer a nontraditional setting or who need to retake failed classes. The academic year is divided into four nine-week mini-semesters. Students may take classes after the regular school day for a fee, or attend full time at no charge. The curriculum is structured to provide for students' individual needs. Phoenix High School is accredited by the Southern Association of Schools and Colleges. *Prior to registration students must consult a counselor to obtain a signed course registration form.*

Students who have withdrawn from their home school in order to attend Phoenix High School on a full-time basis may not participate in the graduation ceremony of their home school. Phoenix High School students will be able to participate in the Phoenix High School graduation ceremony upon completion of the high school course requirements. In order for a student enrolled full-time at Phoenix High School to graduate from his/her home school, the student must withdraw from Phoenix and enroll in his/her home school for his/her entire final

semester of high school.

PROGRESS REPORTS/REPORT CARDS

Progress reports are issued after the completion of the 6th and 12th week of each semester.

September 24	February 25
November 5	April 15

Student Grade Summary Reports will be issued the 9th and 15th week of each semester.

October 15	March 18
December 3	May 6

The report card, issued at the end of each semester, is a record of the student's final grade and credit for each class.

SCHEDULE CHANGES

Schedules will be changed only for acceptable reasons, which include failure of a prerequisite course or previous receipt of credit for a course.

Students must pick up a schedule change request form from the classroom teacher of the class he/she wishes to change. Multiple requests may be made on a single form. Forms must be submitted per the directions on the form "within the first 10 days of the semester".

Technical Programs

Grayson High School

Program offers technical classes in 3-hour blocks of time. Students earn 1.5 units for the 3-hour block. *TRANSPORTATION IS NOT PROVIDED*. Interested students should see their counselor.

Maxwell School of Technology

Program offers technical classes in 3-hour blocks of time. Students earn 1.5 units for the 3-hour block. Morning and afternoon classes are available. Bus transportation between Brookwood and Maxwell is provided. More than 15 technical areas are available. Interested students should see their counselor.

WORK-BASED LEARNING PROGRAMS

The Work-Based Learning program is open to juniors and seniors. The program provides students an opportunity to learn job-related skills through a related course taken during the morning and then allows students to leave school for 1 or 2 periods to work at an approved job.

School credit is earned and students are paid by the employers for their work. Students do not need a job to enter the program – they have the first 2 weeks of the semester to get an approved job.

To be Eligible:

Students must pass 6 out of 6 classes the semester before enrolling; have good attendance; no severe discipline issues and must have reliable transportation to and from work. See Mrs. Blouin in B6A for an application.

TESTING DATES, RESOURCES

Tentative dates, test descriptions, and preparation resources available are provided in the following tables:

TEST	REGISTRATION DEADLINE	TEST DATE
SAT	Go to www.collegeboard.com for registration deadlines for the S.A.T.	October 10
		November 7
		December 5
		January 23
		March 13
		May 1
		June 5
ACT		September 12
		October 24
		December 12
		February 6
		April 10
		June 12

TESTING PREP RESOURCES

SAT	WWW.COLLEGEBOARD.COM/SATONLINECOURSESCHOOL www.gacollege411.org
HOMEWORK	WWW.GWINNETTPL.ORG
GHS GT	WWW.USATESTPREP.COM
EOCT	WWW.USATESTPREP.COM
SAT PREP CLASS	Brookwood Community School
TUTORING	National Honor Society Beta Club Spanish National Honor Society

End Of Course Tests

December 16-18, 2009 for Economics students only.

End of Course Tests (EOCT) will be administered at all high schools in the state of Georgia. EOCT will be required for the following courses: Algebra I, Geometry, 9th Grade Literature and Composition, 11th grade American Literature and Composition, Biology, Physical Science, United States History, and Economics. **EOCT'S count 15% of the student's final grade.** A student must take the EOCT for the courses listed in order to receive credit for that class. If the student does not take the EOCT, the student will receive an "Incomplete" for the class. That can prevent the student from moving into the subsequent course in that area of study.

Final Exams

December 15-18, 2009 & May 21, 24-26, 2010

Cumulative exams will be given the last three days of each semester. We ask that you avoid scheduling appointments during the final days of the semester because of review for and administration of final exams.

Exams will not be given early. Students will not be permitted to check out during an exam period. If a student misses an exam due to an excused reason, the exam can be taken on the announced make-up day. Students may not use pre-arranged absences on exam days.

Final Exam Exemption:

Exam exemption applies only to second semester graduating seniors. Exam exemption does not apply to state end-of-course exams. In order to exempt a final exam, graduating seniors must meet the following criteria:

Academics

Seniors who have a cumulative "A" average, 90.0 (not rounded) or greater, at the end of first semester may be eligible to exempt all exams if they meet the other criteria; **OR** Seniors who have an "A" average, 90.0 (not rounded) or greater, in a specific course may be eligible to exempt an exam in that course if they meet the other criteria.

Attendance

Seniors will **NOT** be eligible to exempt an exam in a class if they have more than **FIVE** absences in the class for the semester. All absences, except school sponsored activities count against the total of five. Students will be counted absent from class *if they miss more than half a period.*

Behavior

Seniors who have been suspended in or out of school during their final semester will **NOT** be eligible to exempt exams. Seniors may exempt all exams for which they qualify. Seniors who are eligible to exempt an exam must turn in textbooks prior to the exam day.

Students must have clearance from the Media Center that they have no books outstanding.

Seniors who are eligible to exempt an exam may choose to take the exam without the risk of lowering the final average. *The exam can improve the average, but cannot lower it.*

Gateway Tests

April 20 & 22, 2010

In addition to the State mandated Graduation Exams, Gwinnett County Public Schools will require students in the class of 2002 and beyond to pass all sections of the **Gateway Assessment**.

The Gateway Assessment will measure students' ability to write effectively about 9th and 10th grade science and 10th grade social studies topics. The assessment will be administered in the spring of the 10th grade year.

Students have several opportunities to retake the assessment if they are not successful the first time.

Graduation Tests

March 22-25, 2010

In order to receive a diploma from a Georgia High School, students must pass all sections of the **Georgia High School Graduation Tests**.

These sections are: Writing, Language Arts, Math, Science and Social Studies. These tests are first administered during the Junior year with the Writing test being given during the Fall semester and the remaining sections given during the Spring semester.

Remediation is available for students who fail any portion of the test.

There are several opportunities to retake the failed portion(s) before graduation.

PSAT

October 14, 2009

The **Preliminary Scholastic Assessment Test** will be given at Brookwood High School on October 15, 2008.

This test is excellent preparation for the required college entrance examinations such as the SAT. Eleventh grade students who wish to qualify for any National Merit Scholarships are required to take the PSAT. It is highly recommended for 9th and 10th graders in order to increase test taking skills. Registration information will be available in early September.

CONCURRENT ENROLLMENT IN A NON-GWINNETT COUNTY PUBLIC SCHOOL

Any student taking classes through non-Gwinnett County school programs are responsible for End-of-Course Tests required for economics and the second semester of the following classes: Algebra I, Biology, Concepts of Algebra, Geometry, U.S. History, 9th Grade Language Arts, 11th Grade Language Arts, Physical Science, and Economics. Contact your counselor or the testing office for more information.

If the non-Gwinnett County Public Schools program requires that the final exam be proctored locally, employees of Gwinnett County Public Schools may not assume this responsibility.

CREDIT RECOVERY PROGRAMS

Gwinnett County Public Schools offers several means by which students may retake courses that have been failed during the regular school year. These programs include: School Plus programs offered through Phoenix High School as well as local community schools, Gwinnett On-line, and Summer School. GCPS believes that credit recovery programs coordinated through its school system and based on its AKS will provide the best foundation for success in subsequent classes, standardized tests, and postsecondary education.

Counselors, teachers, and administrators can advise students as to the appropriate GCPS classes required for graduation but cannot recommend or advise regarding other credit recovery programs outside of Gwinnett County Public Schools. However, if these alternative programs are utilized, it is the responsibility of the student and/or parent to communicate this intent to the appropriate counselor, investigate the accreditation status of the program, and have an official transcript with the grade and credit earned sent to the counseling office. Graduating seniors must have classes completed by May 1 and verified by an official transcript.

TEXTBOOKS

Students will be responsible for reimbursement to the school for lost or damaged books. Students must turn in or pay for the textbooks issued to them to take exams on the regularly scheduled day. Students who have lost a book for a class should see the teacher of that class. The teacher will issue a Lost Textbook Notice that includes the replacement price of the book. The student should take the Lost Textbook Notice form to any grade level office along with exact change or a check made payable to Brookwood High School (**cash or money order only after March 31**). The grade level office will issue a receipt which allows the student to take the final exams on the regularly scheduled day. If a student later finds the missing book, he/she should return to the same grade level office with the issued receipt and the textbook to apply for a refund.

Students failing to settle lost or damaged book issues may result in the loss of privileges such as participation in an extracurricular activity, loss of school privileges and/or the withholding of grade reports, diplomas or certificates of progress.

TRANSFER CREDIT

Grades transferred to Gwinnett County Public Schools from home school or a non-credited public/private schools for courses required for graduation in Gwinnett County Public schools will be accepted upon the students' passing a locally developed examination for each course for which credit is requested.

If a student scores 70% or better on the exam or exams, the grade will be recorded as pass and credit will be awarded; however, these courses will not be calculated in a student's grade point average.

If a student scores less than 70% on the locally developed test, no credit will be awarded for the course. The Office of Ancillary Student Services (770-513-6795) will coordinate the testing.

If the student passes the course assessment, they will be given a "pass" grade for that course and awarded the appropriate units of credit.

Students who attend or plan to attend a non-SACS accredited school or a home school and subsequently request credit for the experience from a Gwinnett County Public High School, should check with local school personnel for information on how Gwinnett County Public Schools credit is awarded.

SECTION IV. ATTENDANCE

Student attendance is critical to the attainment of high academic achievements and efficient use of instructional time. *School attendance is the responsibility of both parents and students.*

EXCUSED POLICY

State law requires school attendance for students ages 7 to 16. Gwinnett County Board of Education Policy states that students will be excused from school under the following circumstances:

1. Personal illness or attendance in school endangering a student's health or the health of others.
2. A serious illness or death in a student's family necessitating absence from school.
3. A court order or an order by a governmental agency, including pre-induction physical examinations for service in the armed forces, mandating absence from school.
4. Celebrating religious holidays necessitating absence from school.
5. Conditions rendering attendance impossible or hazardous to student health or safety.
6. A period not to exceed one day is allowed, at the discretion of the local unit of administration, for registering to vote or voting in a public election.

Absences for medical or court appointments will be classified as unexcused until the proper documentation is received from the physician or office of the court.

UNEXCUSED POLICY

Absences are unexcused for all other reasons, including **but not limited to**:

Missing Bus	Family Visits	College Visits
Oversleeping	Power Outage	Car Trouble
Vacations	Babysitting	Trips

Running Errands and/or Skipping School

Class work and/or tests may not be made up for unexcused absences.

"SENIOR SKIP DAYS" ARE A VIOLATION OF THE ATTENDANCE POLICY.

Returning to School After An Absence

The student must bring a parent/guardian or doctor's note to his/her first period teacher within 2 days of returning to school. The note should include the date, reason, parent/guardian signature, and phone number for verification. The student's first period teacher will classify the absence Excused or Unexcused and issue a Permit to Class. Student is responsible for showing the yellow/pink Permit to Class to each teacher throughout the day.

AWOL

Once a student arrives on campus, the student is considered to be at school and must obtain permission to leave campus for any reason by checking out in the Attendance Office, even if classes have not yet begun.

A student is considered AWOL and subject to behavior consequences, *including temporary or permanent revocation of campus parking privileges* if you:

- Leave campus without checking out
- Are absent from school without parent permission
- Skip a portion of a class, a full class, or several classes

- Are out of class without a pass from your teacher
- Fail to go to the commons area during your lunch period
- Go to your vehicle without permission

CHECK-OUT POLICY

Any student needing to leave campus during the day for any reason must check out through Check-In/Out at the Attendance Office. Contact with parent or guardian will be required before a student is released from school.

**STUDENTS ARE NOT ALLOWED
TO CHECK OUT DURING A FINAL EXAM PERIOD.**

On days prior to school holidays or special events, a student's parent/guardian may be required to come to school to check their student out.

After five excused checkouts (per semester), medical documentation is required to excuse subsequent check-outs.

Check-out's for medical or court appointments will be classified as unexcused until proper documentation is received from the physician or office of the court.

Students are not allowed to check themselves in or out when they reach the age of 18 unless the student has an approved emancipated student document on file with the Counseling Office.

Procedure for Check-Out:

- The student needs to take his/her check-out note to the Attendance Office before 7:24 a.m. The note must include date, reason, parent signature, and parent's telephone number.
- The Check-Out staff will call to verify the note and prepare a pass for the student to pick up prior to leaving.
- Students should not use their cell phone to call parents when they are ill. Instead, the student should get permission from their teacher to report to the clinic. Clinic staff will contact parent.
- Parents requesting that their student check out for reasons other than illness or injury should call the Attendance Office.
- When the student returns the next day, the student needs to show his/her teachers the pass.
- Due to the size of the school and number of activities at the end of the school day, students will not be permitted to check-out after 1:45 pm. Please schedule appointments accordingly.

EXCESSIVE ABSENCES POLICY

Chronic absenteeism affects a student's ability to learn and succeed in school.

School approved field trips / activities, medically documented absences and suspensions will NOT count toward excessive absences.

If a student has a serious medical or legal problem, the student's parent/guardian should notify the attendance administrator and the student's counselor.

HOUSE BILL 1190

Section 10. Minimum Number of Unexcused Absences Notification

A school system must notify the parent or guardian of a child under 16 after five unexcused absent days. Public schools must provide the parent, guardian, or person having control or charge of each child enrolled in a public school a written summary of possible consequences and penalties for failing to comply with the compulsory attendance law. The parent, guardian, or person having control or charge of the child shall sign a statement indicating receipt of the possible consequences and penalties.

Additionally, parents and students should be aware that the passage of HB1190 places specific restrictions and requirements on individuals under the age of 18 who apply for or already possess an instructional permit or driver's license. Please see the document. "Teens Must Stay in School to Keep Driver's License" on the Georgia.gov website for more detailed information concerning the possible consequences for both students and

parents who are in violation of HB 1190.

MAKE-UP WORK POLICY

For excused absences and school sponsored activities.

The Gwinnett County Board of Education Policy concerning make-up work is:

"If a student has missed an assignment due to an excused absence, the grade of zero will be averaged in the place of that grade until the student makes up the work.

All pre-assigned work will be due on the day of a student's return from an absence.

[All incomplete work carried over into a new marking period should be completed no later than the tenth day of the following period. Make-up work is not allowed for an unexcused absence, and zeros will be given for missed work. *Suspended students shall make up tests and assignments that the teacher determines will have impact on the student's final grade and mastery of course content.* Assignments that the teacher does not require to be made up will not count towards a student's final grade.]

IT IS THE STUDENT'S RESPONSIBILITY TO MAKE ARRANGEMENTS TO COMPLETE MAKE UP WORK WITHIN FIVE (5) DAYS UPON RETURN TO SCHOOL

PRE-ARRANGED ABSENCES POLICY

Up to five days of prearranged absences per year may be granted when students must miss school for legitimate reasons, i.e. college visits, out of town travel, social security/DMV/immigration appointments, etc. If a student has *excessive absences*, a prearranged absence may not be approved. If the prearranged absence is approved, the absence will be classified as *unexcused* but the student will be allowed to make up missed work. Pre-arranged absences should also be requested for social security immigration or DMV appointments, etc.

Prearranged absences are not granted on Exam days.

Procedure

The required prearranged absence form should be obtained from the Attendance Office in C1. The student must complete the form following each Step, 1-4 as shown below:

- Step 1 Parent/Guardian Signature
- Step 2 Administrator Approval / Signature
- Step 3 Teacher Approval/Signature
- Step 4 Return completed form to C1

The completed form must be returned to C1, 3 school days PRIOR to the first day absent to be valid.

TARDINESS TO SCHOOL POLICY

All students are expected to be in school and/or class on time. Students are considered tardy after the First Period Tardy Bell sounds (7:29 am). **Tardies to school are considered excused or unexcused according to the state guidelines for absences.** After five excused tardies (per semester), medical documentation is required to excuse subsequent tardies.

Tardiness to school for medical or court appointments will be classified as unexcused until proper documentation is received from the physician or office of the court.

Procedure

Students arriving late to school must present a note from a parent/guardian stating the date, reason for the late arrival, parent signature, and parent phone number for verification or the tardy will be classified unexcused. **Excused notes should be brought in *within 2 days* of the tardy.**

Arrival Time: 7:29 AM
Report Directly To: Attendance Office

Tardy Accountability Program (TAP) Check-in/Check-out Office.
Attendance personnel will classify the tardy as excused or unexcused and issue a *Permit to Class* for the student to show to his/her 1st period teacher.
Unexcused late check-in's are counted as a TAP.

TARDINESS TO CLASS POLICY

All students are expected to be in class on time as listed on the bell schedules. There is adequate time between classes and before school for students to arrive on time. Students should be in the classroom or gym when the tardy bell begins to ring. Tardies to class may only be excused by school personnel. All other tardies are considered unexcused.

Procedures

Students who are not in class on time will be required to report to the Attendance Office in room C1. The Attendance Administrator will process the student and assign consequences when needed. A late permit will be given for admission to class. Students who arrive at the Attendance Office more than 5 minutes after the bell will be considered AWOL.

STUDENTS SHOULD HAVE AGENDA BOOK AND STUDENT I.D. CARD

WHEN ARRIVING AT THE ATTENDANCE OFFICE.

CONSEQUENCES CAN BE ISSUED FOR FAILURE TO HAVE AGENDA BOOK.

SECTION V. STUDENT CONDUCT

STUDENT BEHAVIOR

The Gwinnett Board of Education Discipline Handbook contains Board-adopted policies that are related to discipline in Gwinnett County Public Schools. The publication provides detailed information about these policies and the current procedures for implementation, including consequences for student misconduct.

It is the student's responsibility to be familiar with these policies and exhibit acceptable behavior.

Local school administrators have broad discretion to determine consequences for most student misconduct at the local school level.

The range of consequences for misconduct that can be assigned by a local school administrator may include but is not limited to:

- Student Conference
- Parent Conference
- Before or After School Detention
- In-School Suspension
- Saturday School
- Out-of-School Suspension up to ten days (per occurrence)
- Referral to a Student Disciplinary Panel Hearing which may result in long-term suspension or expulsion.

Depending upon the severity of the offense, Safety and Security may be contacted for referral to law enforcement officials.

All rule violations handled by an administrator are cumulative over a student's high school career.

DISCIPLINARY ACTIONS

For Selected Student Misconduct

ADMINISTRATOR:

The specified actions in this section are typically what will result following infractions described.

However, deviations from these guidelines may occur if the administrator determines that the individual circumstances warrant it.

TEACHER CONSEQUENCES FOR MINOR CLASSROOM DISRUPTIONS

- | | |
|-----|--|
| 1st | Penalty assigned at teacher's discretion |
| 2nd | 30 minute Teacher Detention and parent contact |
| 3rd | 1 hour Teacher Detention and parent contact |
| 4th | Administrative Referral |

DISCIPLINARY SCALE

The Disciplinary Scale is used for selected student misconduct.

The section of the handbook that follows this scale outlines the types of misconduct for which the scale is used.

When the scale is used, the student will advance one step on the scale each time he/she repeats the same type of inappropriate behavior.

STEP	ACTION
1	Administrative Warning
2	1 day Administrative Detention
3	2 days Administrative Detention
4	1 day Saturday School
5	1 day In-School Suspension
6	1 day Saturday School & 1 day In-School Suspension
7	1 day In-School Suspension, 1 day Out-of-School Suspension, Rule12/Chronic Disruption Notification
8	Ranges from Out-of-School Suspension to County Disciplinary Hearing

GWINNETT COUNTY PUBLIC SCHOOLS

THE PURPOSE OF THE STUDENT CONDUCT BEHAVIOR CODE IS AS FOLLOWS:

- To ensure an environment for teaching and learning which is safe and protected from disruption and harassment?
- To provide information to students and parents about rules and regulations (expected student conduct) of the school system and possible penalties for violations of these rules and regulations.
- To provide uniform administrative and disciplinary procedures in the local schools.
- To provide for enforcement of school disciplinary rules when the student is:
 - on school property,
 - in attendance at school
 - or at any school sponsored activity
 - or engages at any time or place in conduct that has a direct effect on maintaining order and discipline in the schools and/or the learning environment.

**"APPLICATION OF THE GWINNETT COUNTY BOARD OF EDUCATION
STUDENT CONDUCT BEHAVIOR CODE" MAY BE FOUND IN THE STUDENT/PARENT HANDBOOK.**

GCPS STUDENT CONDUCT BEHAVIOR CODE

RULE 1

DISRUPTION AND INTERFERENCE WITH SCHOOL

RULE 2

DAMAGE, DESTRUCTION OR MISUSE OF SCHOOL PROPERTY OR EQUIPMENT

RULE 3

DAMAGE, DESTRUCTION OR MISUSE OF PRIVATE PROPERTY

RULE 4

ABUSE, THREATS, INTIMIDATION, ASSAULT OR BATTERY ON A SCHOOL EMPLOYEE

(Included but not limited to teacher, bus driver, administrator, substitute, paraprofessional, etc. O. C. G. A. 20-2-751.4)

RULE 5

ABUSE, THREATS, INTIMIDATION, ASSAULT OR BATTERY BY A STUDENT ON ANOTHER STUDENT OR TO ANY OTHER PERSON NOT EMPLOYED BY THE SCHOOL

RULE 6

WEAPONS, DANGEROUS INSTRUMENTS AND EXPLOSIVE, OR IMPLOSIVE DEVICES

RULE 7

DRUGS, ALCOHOL AND TOBACCO

RULE 8

DISREGARD OF DIRECTIONS OR COMMANDS

RULE 9

SEXUAL MISCONDUCT/INDECENCY

RULE 10

UNEXCUSED ABSENCES

RULE 11

OTHER CONDUCT WHICH IS SUBVERSIVE TO GOOD ORDER

RULE 12

REPEATED VIOLATIONS/MISBEHAVIOR/CHRONIC DISCIPLINARY PROBLEM STUDENTS

RULE 13

SCHOOL BUS INFRACTIONS

IMPORTANT NOTICE:

GWINNETT COUNTY PUBLIC SCHOOLS
Student Conduct Behavior Code Rules 1-13
above is provided as a summary only.

Refer to the
GCPS Student Parent Handbook
for *complete* Rule Violations
and Consequence information
for 2009 -2010.

LOCAL SCHOOL RULES

1. Students are expected to conduct themselves as mature young adults while on the BHS Campus.
2. Students are expected to comply with reasonable requests of staff, including identifying themselves by name when asked.
3. Running in the building is absolutely prohibited.
4. Loud and boisterous behavior is not allowed.
5. Do not block hallways. Do not congregate in groups in the hallways. Move in an orderly manner to class. Walk on the right side of the hallway. Be courteous in the hallways.
6. Students must exit the building by 2:25 in the afternoons unless at a school sponsored activity supervised by a teacher or coach. Students not with a teacher sponsor or coach must be in study hall at 2:30. Students remain in study hall until 4:30 or until their ride arrives.
7. When students arrive on campus they are to report to a supervised area. Students are not to loiter in the restrooms, stairwells or outside the building.
8. No food or drinks are allowed in the hallways or classrooms.
9. Students are not allowed in the hallways without a pass during lunch. Students have 5 minutes to get to the commons area for lunch. Students at lunch are to leave the commons area when the 1st bell rings to return to class.
10. Students are to leave the commons area when the 7:20 a.m. bell rings for 1st period. Students must remain seated in the commons area in the mornings and at lunch.
11. Students are allowed to use personal MP3 players, and/or personal CD players (with headphones) before school starts. Upon ringing of the 7:20AM bell, all IPOD's, and CD players must be turned off and put away for the remainder of the school day. Any violations of this rule will result in consequences being issued. (See Cell Phone Policy/Consequences),

CELL PHONE POLICY

Cell phone use during the school day is prohibited. This includes calling home to be checked out, text messaging, use of camera phones, etc. If parents have emergencies, they should call the appropriate grade level office and the office will contact the student.

The *school day* begins when students arrive on campus and ends at 2:10 PM.

Cell phones should be turned off during the school day. Cell phones must be out of sight, including cell phone clips, pouches, etc.

Any cell phone use or disturbances caused by cell phones will result in the following consequences:

Offense / consequence

- | | |
|-----|--|
| 1st | <ul style="list-style-type: none">▪ 1 Administrative Detention▪ Phone Confiscated <i>Released to student <u>after 2:10pm</u></i>▪ Parent/Guardian Contacted |
| 2nd | <ul style="list-style-type: none">▪ 2 Administrative Detentions▪ Phone Confiscated <i>Released to student <u>after 2:10pm</u></i>▪ Parent/Guardian Contacted |
| 3rd | <ul style="list-style-type: none">▪ Saturday School▪ Phone Confiscated, <i>Released to Parent/Guardian <u>ONLY</u></i>▪ Parent/Guardian Contacted |
| 4th | <ul style="list-style-type: none">▪ 2 Saturday School▪ Phone Confiscated, <i>Released to Parent/Guardian <u>ONLY</u></i>▪ Parent/Guardian Contacted |

IF THE CELL PHONE CAUSES A DISRUPTION, ADDITIONAL CONSEQUENCES WILL BE ISSUED.

CONTINUED VIOLATIONS WILL BE DEALT WITH BEGINNING WITH STEP 4 OF THE DISCIPLINARY SCALE.

THE SCHOOL IS NOT RESPONSIBLE FOR LOSS OR THEFT OF CELL PHONES OR OTHER ELECTRONIC EQUIPMENT.

CHEATING

"Cheating includes any attempt to defraud, deceive, or mislead a teacher in arriving at an honest evaluation of student achievement."

CHEATING INCLUDES, BUT IS NOT LIMITED TO:

1. Looking at a test, quiz, or exam of another student while taking an evaluation.
2. Attempting to communicate information in any way during an in-class evaluation.
3. Having cheat sheets, or information written on the body or other personal objects.
4. Using programmed calculators or other electronic devices unless expressly permitted by the teacher.
5. Looking at quiz, test, or exam materials prior to their administration.
6. Failing to properly give credit when the ideas, words, or works of others are used.
7. Giving information regarding an evaluation to another student who is scheduled to take the same evaluation.
8. Submitting work through the use of technology that is not created by the student. This includes, but is not limited to file sharing (submitting the same work with different header, copying files to and from disks) and/or receiving or purchasing solutions or works from others.

*Cheating is inexcusable conduct and will be dealt with strictly. A zero will be given for the assignment, the teacher will contact the parent(s), and a record of the incident will be placed in the student's disciplinary file. The grade level administrator will issue consequences starting at **Step 3** for the first offense.*

DRESS CODE

Consequences of dress code violations start at **Step 1** of the Disciplinary Scale.

Brookwood High School acknowledges that good grooming and personal attire positively affect student achievement and conduct. Brookwood's dress code is designed to reduce the likelihood of distraction or disruption and to maintain an academic focus in the classroom and on campus.

Instruction is interrupted when a student has to be seen by an administrator because of inappropriate dress. If in the judgment of the administration or staff, a student is dressed inappropriately, the student will be required to change clothing. Often, the student has to miss instruction time while waiting for a change of clothing to be brought to the school. **Time out of class will be regarded as unexcused.**

Brookwood's administration and staff would like the cooperation of the students and parents in reviewing the

student's dress to insure it meets the following dress code guidelines before the student comes to school.

BHS PE DRESS CODE

All PE students will be required to wear a **plain** gray (no writings, symbols, brand names, etc.) or any school issued Spirit Wear T-Shirt and **plain** maroon or school issued Athletic Shorts. All shorts must have a minimum of a 5" inseam. All warm weather apparel (sweats, wind suits, etc.) should also match the above requirements. Students may purchase PE Gear that will be sold by the Physical Education Department. Each teacher has discretion on student dress. More information including consequences for failure to adhere to the PE dress code, are listed in the class syllabus.

T-Shirts ONLY! Tank tops and sleeveless shirts are not permitted.

DRESS CODE

1. *Headgear*

Headgear is prohibited and must be kept out of sight in the building. This includes, but is not limited to: caps, hats, hoods, bandanas, wave caps, sweatbands, sunglasses, or any other head covering. No combs, rakes, curlers or picks can be worn in the hair. *Exceptions for religious or medical reasons to be granted by the principal.

2. *Shirts/Blouses/Tops/T-shirts*

Blouses/shirts should be constructed so that the tops of the shoulders are covered (no halter tops, strapless tops, spaghetti straps, or bare shoulder tops of any type will be allowed). Blouses/shirts that expose any portion of the waist, cleavage, hips or midriff are not allowed. (If you raise your arms to shoulder level and the stomach shows, the top is unacceptable.) Other blouses/shirts that are not appropriate for school include, but are not limited to, low-cut, see through, backless, or tube tops. Rips or holes are not allowed in shirts/tops. Boys are not to wear sleeveless shirts (except in P.E.). (Boys must wear shirts in P.E.).

3. *Shorts/Skirts/Pants*

All shorts and skirts must be no shorter than 8 inches from the bottom of the knee. Tights and leggings worn under shorts and skirts do not negate the 8 inch rule. Slits in skirts cannot be above mid-thigh. Waistline of shorts/skirts/pants must be on or above the hips with no underwear showing. There should be no rips or holes above mid-thigh.

4. *Tights, Leotards*

Stretch lycra, spandex or nylon tights, leotards, biker pants or underwear worn as an outer garment are strictly prohibited (except in dance class or P.E.)

5. *Trench Coats/Long Coats*

Students may not wear trench coats or other long coats that resemble the style of a trench coat to school. Students may not wear blankets, capes or cloaks to school. All coats must be properly worn.

6. *Shoes*

Health regulations and safety factors require that shoes be worn at all times at school (bedroom shoes are not allowed).

7. *Undergarments*

Undergarments should not be visible.

8. *Sleepwear*

No pajamas or sleepwear of any kind are allowed to be worn to school.

9. *Overalls*

Overalls must fit and be fastened appropriately. A shirt of proper length and style must be worn under the overalls at all times.

10. *Wording/Symbols*

No student clothing shall display words or symbols that advocate or depict violence, drugs, alcohol, sex, illegal gang affiliation or other illegal activity expressed or implied. No student clothing or accessories shall be disruptive or have caused past disruption to the school environment.

11. *Jewelry or accessories that are considered heavy and/or bulky that could pose a danger to others is not permitted to be worn at school.*

12. Students are not allowed to display clothing or symbols that have been identified by the Gwinnett County

Police Gang Taskforce as being commonly identified with gangs. Garments, jewelry, body art and tattoos that communicate gang allegiance are not allowed to be worn at school, and no item may be worn in a manner that communicates gang affiliation.

Gang related attire includes but is not limited to the following: Students rolling up one pant leg, gang-styled belt buckles (belt buckles which have Old English script letters and symbols), large oversized pendants on necklace and chains, bandanas, altering clothing from its original form to change the names and/or intended marking on the clothing, sweat, head, and/or wrist bands, and draping articles of clothing, towels, or other objects out of pants pockets or over the shoulder or neck area.

This rule is subject to updates as additional wearing apparel becomes identified as gang affiliated or disruptive. You should consult the BHS web site frequently to be informed about additions or changes to this rule.

13. All belts must be properly fastened around the waist. The belt should not be excessive in length and should not be hanging from either side of the body.
14. Exceptions to the Brookwood High School dress code may be made by the Principal or his/her designee for specific reasons.

FIGHTING

Any student involved in a fight will be subject to the consequences outlined in the Gwinnett County Student Discipline Handbook. In addition, students involved in a fight may face criminal charges.

FOOD AND DRINK

Eating and drinking in classrooms and hallways are prohibited. Students are allowed to consume food and beverages only in the commons area and the lobby of the new building. Food and beverage items that students bring for lunch should be kept in their lockers.

All students must eat lunch in the commons area and remain there during their lunch period. *Students may not eat lunch outside.* Parents/students may not bring fast food to students at lunch (prohibited by Federal guidelines).

Parents must make prior arrangements in order to eat lunch with their students.

GUIDED STUDY – GUIDELINES

- Students are to complete homework, study or participate in Silent Sustained Reading.
- No sleeping, eating or socializing.
- Failure to bring proper materials will result in a discipline referral.
- Failure to exhibit appropriate behavior and follow class guidelines will result in discipline referral.
- Consequences will begin at Step 3 on the discipline scale (*Section V. Student Conduct*).
- It is the student's responsibility to make sure that the guided study teacher is aware that they will be in an alternate location.

Consequences can be adjusted as the Administrator deems appropriate.

HARASSMENT

Harassment and/or bullying are not tolerated. If a student feels that he/she is being harassed or bullied by another student, it should be reported immediately to a teacher, counselor, or administrator.

PUBLIC DISPLAY OF AFFECTION

Disciplinary Scale starting at Step 1.

RESTRICTED LUNCH

Students who violate school rules may be assigned to a restricted lunch arrangement. In an effort to instill appropriate behaviors during the school day, a system has been employed to enable students to reflect on their conduct and promote a positive change in their behavior. Should it be the judgment of a school administrator, a student will lose the privilege of eating in the cafeteria and will eat lunch in a controlled environment with a teacher.

TECHNOLOGY

Acceptable Use of Electronic Media for Students at Brookwood High School

Failure to follow the guidelines established in school policy and the Gwinnett County Public Schools Student

Conduct Behavior Code will result in disciplinary action that may include restricted or denied access to school computers and other instructional technology tools.

The following guidelines are in addition to the Acceptable Use of Electronic Media for Students Procedure published in the GCPS Student Discipline Handbook.

1. Failure to follow GCPS and Brookwood High School acceptable use of electronic media guidelines will result in a *minimum* of a level I consequence as defined in the GCPS Student Conduct Behavior Code.
2. Any student who intentionally damages and/or vandalizes any hardware or software will receive an administrative referral to be disciplined for school property abuse in accordance with GCPS Rule 2A. Disciplinary consequences will be assigned at level II or III as deemed appropriate by the administrator.
3. Students will observe software copyright laws and fair use guidelines. They will not be permitted to copy school software or bring software from home to install on the school machines. Students who bring personal laptops to school must get administrative approval and complete the appropriate form obtained from Ms. Schulte in the Media Center. Students who violate this policy will receive an administrative referral with consequences assigned at the level deemed appropriate by the administrator.
4. Students will be held responsible for information viewed, received, and sent when using the Internet. The use of online services will be restricted to school-related projects. Information and graphics downloaded from the Internet must be directly related to assigned class activities. Downloading of games, screen savers and other program files with extensions such as .bat, .exe, .zip, and MP3 is strictly prohibited. Students in violation of this policy will receive an administrative referral, and disciplinary consequences will be assigned at level II or III as deemed appropriate by the administrator.
5. Students will not attempt to access personal data or e-mail of others, including peers, teachers and administrators. Students will not share passwords to their files or try to break desktop or network security on any machine in the school. Students will not delete any files or folders that are not in their home directory. Students will not send broadcast messages across the GCPS Network. Students who violate this policy will receive an administrative referral, and disciplinary consequences will be assigned at level II or III as deemed appropriate by the administrator.

Students should be aware that conduct violations related to technology use may also constitute criminal offenses punishable by law. In accordance with Georgia Criminal Code 16-9-93:

- 1) Any person convicted of the crime of computer theft, computer trespass, computer invasion of privacy, or computer forgery shall be fined not more than \$50,000 or imprisoned not more than 15 years, or both.

Any person convicted of computer password disclosure shall be fined not more than \$5,000 or incarcerated for a period not to exceed one year, or both.

TECHNOLOGY TIPS

When you bring files from home for school assignments, make sure they are compatible with the software and versions available at Brookwood. Otherwise, you won't be able to open those files at school.

- Brookwood uses Microsoft Office 2003. If you use Office 2007 at home, you should save your school-related files as 2003 documents. Select File > Save As and change the Save as type to a 2003 document with a .doc file extension.
- If you can open a file with a Windows Accessories program, such as Paint or Notepad, you will be able to open the file using those programs at school.
- Remember that Brookwood's computers do not support media files that require Real Player. Windows Media Player is installed on all Brookwood computers.
- Files generated through digital video recording devices should be saved as .avi files.

To transport files from home to school, we recommend saving to a USB drive. We cannot guarantee that emailed files will be transferred successfully. Floppy disks tend to be unreliable, and CDs are better suited for archiving larger volumes of files.

TOBACCO PRODUCTS

1st Offense

- Saturday school for possession

- 2 days in-school suspension for use

2nd Offense

- 9 days out-of-school suspension or
- 3 days out-of-school suspension and TNT (Towards No Tobacco Use Program)

3rd Offense

- County Disciplinary Hearing

TRUANCY, AWOL

Absent from School or Class Without Permission

Consequences for AWOL begin at the Disciplinary Scale starting at Step 3.

IF A STUDENT HAS PARKING PRIVILEGES, SEE ADDITIONAL CONSEQUENCES BELOW:

1st AWOL Parking Warning

2nd AWOL Loss of parking for 4 weeks

3rd AWOL Loss of parking for the remainder of the semester or 8 weeks (whichever is greater)

4th AWOL Permanent loss of parking.

Unexcused Tardy to Class/School

Students will receive warnings for their first three tardy offenses. On the fourth offense students will begin the Disciplinary Scale at Step 2.

Additionally, if a student who has been granted driving privileges reaches his/her 6th unexcused tardy, he/she will lose driving privileges for 4 weeks.

If a student who has been granted driving privileges reaches his/her 7th unexcused tardy, he/she will lose driving privileges for the remainder of the semester or 8 weeks (whichever is greater).

Unexcused Failure to Serve Administrative Detention

If a student is scheduled for an Administrative Detention and fails to serve, he/she will be scheduled for Saturday school.

Administrative Detentions may not be rescheduled except for medical emergencies.

Late students are not permitted and will receive consequences for failure to serve.

Unexcused Failure to Serve Saturday School

Students who fail to serve the assigned day will be suspended out of school for one day. Late students are not permitted and will receive consequences for failure to serve.

SECTION VI. STUDENT ACTIVITIES

Brookwood offers many extracurricular activities for all levels of student involvement. We believe that many opportunities for growth and enrichment can be found through student participation in athletics, academic clubs, service organizations, and career-focused activities.

Attendance

Students must attend school at least three full class periods to be eligible to participate in extracurricular activities for that day. Students who are serving In-School Suspension or Out-of-School Suspension are not allowed to participate in practice or games on the date of the suspension.

Eligibility Regulations

Brookwood High School offers the opportunity for students to participate on various athletic teams and in academic activities. Team membership is subject to tryouts and Georgia High School Association regulations. In order to be eligible to compete in athletic and/or academic competitions, students must have passed at least five subjects the preceding semester and be on track for graduation. In other words, sophomores must have four units, juniors must have ten units, and seniors must have sixteen units. A student also must meet the residency requirement for athletics, i.e. live in the Brookwood school district.

Field Trips

A student must obtain each of his/her teachers' signatures verifying a passing grade before being permitted to go on a field trip. Failure to follow this procedure could result in disciplinary action. Students and parents should be aware that there is no guarantee of refunds for deposits or prepaid trips. If a student is not passing all classes at the time of the trip, he or she may not be permitted to attend. Lack of attendance and/or disci-

pline history may also affect participation.

Athletic Summary and Club/Organizations

The following is a summary of Athletic and Club/Organization Activities for 2009-2010. Detailed information on eligibility, practice/meeting schedules, and who to contact for information is provided in this section.

Athletics

Fall, Winter and Spring Programs

BOYS

- Football
- Cross Country
- Basketball
- Wrestling
- Swimming
- Soccer
- Tennis
- Baseball
- Track
- Golf

GIRLS

- Cheerleading
- Softball
- Cross Country
- Volleyball
- Basketball
- Swimming
- Tennis
- Track
- Soccer
- Golf

CO-ED

- Football Managers

Clubs & Organizations

School Sponsored

- Academic Clubs
- Career-Focused
- Communications
- Fine Arts
- Foreign Language
- Language Arts
- Leadership
- Publications
- Science
- Service (Community, School)
- Social Studies
- World Cultures

BOYS ATHLETICS BROOKWOOD 09-10

FALL	
FOOTBALL VARSITY, JV, 9TH Spring/Summer training activities are ongoing. See Coach Crews as soon as possible if you want to participate.	
CROSS COUNTRY Cross Country is open to all students. Conditioning starts the 1st Monday in June after school is out. See Coach Dehnke for details.	
WINTER	
BASKETBALL VARSITY, JV, 9TH Basketball try-outs held in October. Go to www.brookwoodhoops.com for more information.	
WRESTLING VARSITY, JV, 9TH Wrestling is open to all students. Summer and Fall training are ongoing. Official season starts in October and finishes in February. Contact Coach Cicora for details.	
SWIMMING Registration meeting will be held on Tuesday, September 15 th . Get information during lunch of prior week or from Coach Puckett (F12).	
SPRING	

<p>SOCCER VARSITY, JV, 9TH Soccer is on a try-out basis. Try-outs take place during January. For more information, see Coach Klinect.</p>	
<p>TENNIS Try-outs begin in February. See Coach Hinton for more information.</p>	
<p>BASEBALL VARSITY, JV, 9TH Baseball is on a try-out basis. Tryouts for all teams begin in February. Contact Coach Rick Howard for more information.</p>	
<p>TRACK VARSITY, JV, 9TH Open to everyone. Practice starts in February. See Coach Shields for more information.</p>	

CO-ED ATHLETICS

FALL	
<p>FOOTBALL MANAGERS Open to all students. See Coach McLane for more information.</p>	
SPRING	
<p>GOLF Try-outs for JV and Varsity are held in the spring. Contact Coach S. Thompson.</p>	

GIRLS ATHLETICS BROOKWOOD 09-10

FALL	
CHEERLEADING Varsity, JV, 9th, Football Try-outs held during the spring semester prior to participation. Contact Mrs. Lockwood for information.	
CHEERLEADING Competition Try-outs held during the spring of the school year prior to participation. Contact Coach Lockwood.	
SOFTBALL Varsity, JV, 9th Try-outs are held in late July—first of August. Contact Coach Bill Batchelor for details.	
CROSS COUNTRY Summer conditioning begins in June. Official practice begins the first week of school. Meets run from September - November. Contact Coach Carter for details.	
VOLLEYBALL Tryouts for Volleyball are in July. Contact Coach Welsch for details.	
WINTER	
BASKETBALL Varsity, JV, 9th Try-outs held in October. Contact Coach Terry for information.	
CHEERLEADING Varsity, JV, 9th, Basketball Try-outs held during the spring	

semester prior to participation. Contact Mrs. Lockwood.	
SWIMMING & DIVING Registration meeting will be held Tuesday, September 15th. Get information during lunch of prior week or from Coach Puckett (F12)	
SPRING	
TENNIS Try-outs begin in February. Contact Coach Hinton.	
TRACK Varsity, JV, 9th Open to all students. There will be an informational meeting in November 2009. Practice starts Spring Semester 2010. Contact Coach Sowers (E-29) for information.	
SOCCER Varsity, JV, 9th Try-outs for the girl's soccer team begin in January. Contact Coach A. McLane.	

SCHOOL SPONSORED CLUBS & NATIONAL ORGANIZATIONS

Activities are described in this section, including sponsor contact name, eligibility requirements and level of commitment.

Academic

- Academic Club *Scholars Bowl*
- Chess Club
- Mu Alpha Theta
- National Honor Society

Foreign Language

- French Club
- German Club
- National French Honor Society
- National German Honor Society
- National Latin Honor Society
- National Spanish Honor Society
- Spanish Club

Science

- ECOS
- Science Bowl
- Science Olympiad
- Science Team

Career

- DECA
- Future Business Leaders of America
- Future Educators Association

Language Arts

- BHS Literary Magazine, Pegasus
- Writers Club

Service

- BEST Club
- Interact Club
- Key Club
- PTSA
- SADD
Students Against Drunk Driving

Communications

- Brookwood Broadcasting
- Technology Student Association

Leadership

- BETA Club
- Student Government Association

Social Studies

- Mock Trial Team

Fine Arts

- Art Club
- Band
- Dance Club
- Drama Club
- Music Tech Club
- National Art Honor Society
- Nu Delta Alpha
- Orchestra
- Thespians
- Tri M Music Honor Society

Publications

- Sentinel Newspaper
- Yearbook

World Cultures

- International Club
- Junior Classical League

ACADEMIC QUIZ TEAM

Scholars Bowl - Local, state, regional, and national competitions.

Eligibility:

Try-outs held in May for the following year's Varsity team (10th, 11th, 12th). No try-outs for 9th grade team. All freshmen may participate.

Meets:

9th grade meets and practices each Friday after school beginning in August.

Time Commitment:

Teams participate in 15-20 competitions per year although not all players participate in every competition..

Sponsors:

Mr. Barry, Mr. Michael, Mr. Corkill, Ms. Eidson

ART CLUB

The Art Club was organized to allow students to spend time with other students who have an interest in the Visual Arts.

Past activities have included:

- Meeting with former BHS art alumni who share their portfolios, & art professions
- Pumpkin decorating contest
- Community service projects
- Edible architecture contest
- Brookwood Shoe Show
- Valentines for Veterans
- Art club t-shirt design

- Youth Art Month activity
- Preparations for the spring BHS Art Show.

Eligibility:

Open to all students whether or not they take art classes. Students become members by signing up in the fall with one of the faculty sponsors. Dues are \$10 per year.

Meets:

1st Tuesday of the month in B17.

Time Commitment:

1 hour per month, Aug.-May.

Sponsors:

Mrs. Fouts, Ms. Sumpter, Ms. Thomas, Mr. Vigar

BAND

Students may participate in the Bronco Marching Band by committing to the rehearsal schedule and being a member in good standing in the band classes.

Eligibility:

Audition and interview only.

Meets:

Marching Band rehearses on Tuesday and Thursday, 3:00-5:30. Drum Line and Color Guard rehearses on Mondays from 2:30-4:00 in addition to the Tuesday and Thursday rehearsals. Color Guard, Winter Guard and Jazz Combo information can be found on the BHS Band web site.

Time Commitment:

5 hours per week

Sponsors:

Mr. Wilson, Mrs. Moates Stanley
www.brookwoodband.com

BEST CLUB

It allows students with special needs to develop friendships with their general education peers.

Eligibility:

A desire to be a part of a group comprised of special needs and general education students.

Meets:

Meeting days are on Thursday of each month from 2:15 – 3:30 or 4:30 p.m. Evening activities will be announced.

Activities:

After school get togethers such as game day, craft day, karaoke, parties, etc., as well as evening activities such as banquets, attendance to sporting events and a dance.

Time Commitment:

2 – 4 hrs per month.

Sponsors:

Ms. Silver, Ms. Elizabeth King
Bestclub05@yahoo.com

BETA CLUB

Beta Club emphasizes scholarship, leadership, and service. Beta Club is open to sophomores, juniors, and seniors with a cumulative average (not rounded) at or above 90.0. Students must be willing to meet community service requirements.

Beta Club applications are available in the commons area on registration day, or from Mrs. Backfisch in E-35 or Ms. Morrison in A216 at any time during the first few weeks of school. Listen to the announcements for additional locations. Applications are due from all prospective members (including those who have been members in the previous year) prior to Labor Day weekend. No applications will be accepted after the deadline. See application for further information.

Eligibility:

See introduction.

Meets:

There is a mandatory organizational meeting in September. Project meetings and convention meetings are held as necessary throughout the year. In lieu of regular meetings, students receive information via email and the Beta Club Website: www.bhsbeta.org

Time Commitment:

Approximately 15 hours per semester.

Sponsors:

Ms. Morrison

deanna_morrison@gwinnett.k12.ga.us

Mrs. Backfisch

rebecca_backfisch@gwinnett.k12.ga.us

BROOKWOOD BROADCASTING

To support and build a better Brookwood Broadcasting group, including students not enrolled in Broadcasting class.

Activities:

- Field trip to local TV studios
- Student journalism conferences
- Mini classes that teach technical skills

Eligibility:

Open to all students.

Meets:

1-2 hours per month.

Sponsor:

Ms. Benton

Cheryl_Benton@gwinnett.k12.ga.us

DANCE CLUB

This club was established to give those students not currently in the dance classes an opportunity to explore dance.

Eligibility:

Open to all students.

There is a \$10.00 membership fee

Meets:

Meetings scheduled on Fridays, 2:20-3:20

Time Commitment:

Officers - 30 min. twice monthly

General – 1.5 hrs. monthly

Sponsor:

Ms. Anna Maria D'Antonio

www.teacherweb.com, www.bpab.info

DECA

DECA is an association of marketing students. Members develop a program of work that includes local, national, and international DECA activities.

Activities:

- Community Service Projects
- Brookwood Night with Gwinnett Gladiators
- Atlanta Braves – Business of Baseball
- Gwinnett Officers Installation Ceremony
- Bowl for Breath Bowling Tournament
- Competitive Events Program
- Fall Leadership Conference
- Chick-fil-A Breakfasts and DECA Fridays

Eligibility:

Any student who has taken or is taking a marketing course.

Meets:

Monthly in Room B5

Time Commitment:

One hour/month on Program of Work Activities.

Sponsor:

Ms. Bazzell
cindy_bazzell@gwinnett.k12.ga.us

DRAMA CLUB

The Drama Club meets to foster the interest of theatre for all students.

Activities:

- Fall Picnic
- Winter Party
- Movie Day
- Improvisation Competition
- Guest Workshops
- Lip Sync Competition

Eligibility:

Open to all students. \$5.00 yearly dues.

Meets:

45 minutes per month - in Theatre

Sponsor:

Mr. & Mrs. Lindahl
www.teacherweb.com

ECOS

This service organization helps maintain the environment.

Activities:

- Spend the night at Zoo Atlanta
- Recycling
- Nature trail clean up

Eligibility:

Must be available for Friday meetings. Dues, \$10 per year.

Meets:

Friday after school

Sponsor:

Jamie_Stewart@gwinnett.k12.ga.us

EQUESTRIAN CLUB

The Equestrian Club offers high school students the opportunity to learn about horses and ride on a weekly basis. We compete through the Interscholastic Equestrian Association.

Activities:

- Learn about horses
- Ride and show hunt seat

Eligibility:

Open to all students interested in horses and horse back riding. You don't need a horse to participate in this club and you can letter too!

Meets:

Every 3rd Thursday of the month

Sponsor:

Pam_Amendola@gwinnett.k12.ga.us

**FUTURE BUSINESS LEADERS
OF AMERICA**

Future Business Leaders of America is a national organization for any high school student interested in business.

Activities:

- Motivational rally in Macon
- Fall Leadership conference
- Region and State competitions
- Toys for Tots drive
- March of Dimes March for Babies
- Guest speakers
- Business skills

Eligibility:

Open to all students interested in business.

Meets:

The 2nd Tuesday of each month in room B6A.

Time Commitment:

Approximately 1 hour per month.

Sponsor:

Mrs. Blouin
janet_blouin@gwinnett.k12.ga.us

FRENCH CLUB

The French Club is organized to allow students to spend time with other students who have an interest in the French language and francophone cultures.

Activities:

- Spring Picnic
- French-German bowling competition
- Mardi Gras Party and Mask Making
- French Movies
- Games, Art, and Craft Activities

Eligibility:

Open to all students.

Meets:

1 hour each month

Sponsors:

M. Powers, Mme Wilson

**FUTURE EDUCATORS
ASSOCIATION**

To provide activities, information, and service opportunities to students interested in pursuing a career in education.

Activities:

- Conference Field Trips in Gwinnett and GA
- Fundraising
- Monthly speakers
- Volunteer tutoring/teacher help
- Teacher shadow day

Eligibility:

Open to all students interested in education.

Meets:

1st Thursday of each month

Time Commitment:

Approximately 2 hours a month.

Sponsors:

Linda_Barrett@gwinnett.k12.ga.us

Pam_Amendola@gwinnet.k12.ga.us

GERMAN CLUB

A place where students can learn more about the German culture while having fun in the process.

Activities:

- German board games, foods, and customs
- German music and television

Eligibility:

Open to all students. Must pay dues of \$10.00.

Meets:

First Thursday of each month from 2:20 – 3:30 p.m.

Sponsors:

Dr. Von Steinhauer

INTERACT CLUB

Interact is a school and community service club.

Activities:

- Fall and Spring Picnic
- Trick or Can collecting Food
- Storm drain painting
- AIDS Awareness program

Eligibility:

Open to all BHS students.

Meets:

Two times each month in room B13

Time Commitment:

Approximately 1 hour a month.

Sponsor:

Kim Nichols

INTERNATIONAL CLUB

This club introduces BHS students to cultures of other countries by participating in various club meeting activities.

Activities:

- Cultural sharing during club meetings only.

Eligibility:

- Any BHS student having no major discipline record
- Four paragraph essay on "Why I want to join International Club and What I can contribute about my culture."
- Dues \$10.00

Meets:

2nd Thursday of October, November, February, and April

Time Commitment:

2:20 p.m. – 3:00 p.m.

Sponsor:

Donna_McCord@gwinnett.k12.ga

JUNIOR CLASSICAL LEAGUE

The Junior Classical League is for any student who is interested in classical language, history, culture, etc. JCL is an academic opportunity. There are many contests in which students can participate as both the state and national levels.

Activities:

- State Latin Convention in April
- Toga Bowling
- Picnics

Eligibility:

Open to all BHS students

Dues \$15 per year

Sponsor:

Ashley Newman
ashley_newman@gwinnett.k12.ga.us

KEYCLUB

This club is a coeducational service organization for high school students, organized and sponsored by a Kiwanis club.

Eligibility:

Open to all BHS students.

Meets:

Two times per month

Time Commitment:

Two hours per month for meeting and three service projects per semester, times vary.

Sponsor:

heather_cloward@gwinnett.k12.ga.us

crystal_furman@gwinnett.k12.ga.us

lisa_haslam@gwinnett.k12.ga.us

LITERARY MAGAZINE PEGASUS

Pegasus is Brookwood's student created literary magazine.

Eligibility:

Open to all students interested in creative writing, art, or any creative endeavor.

Meets:

In room A104

Time Commitment:

Meetings are held after school every other week in the fall, once a week in the spring.

Sponsor:

Mr. Kling and Deb Sumpter

Brookwoodpegasus@hotmail.com

MATH TEAM

The Math Team provides an opportunity for interested math students to compete against other students in the challenge of solving non-routine problems. Students in Algebra I or higher are eligible.

Sponsor:

Mr. Dimsdale

MOCK TRIAL TEAM

It is designed to acquaint students with legal procedures in court cases.

Activities:

The team will prepare a trial and compete in regional competition with the possibility of going to State and Nationals.

Eligibility:

This team is open to all BHS students.

Sponsor:

Ms. Blankenship

MU ALPHA THETA

This is a national mathematics honor society; dedicated to inspiring keen interest in mathematics, developing strong scholarship in the subject, and promoting the enjoyment of mathematics.

Eligibility:

Students must have an A average in Math and must have completed or be enrolled in Algebra II.

Meets:

Once a month

Time Commitment:

1.5 hours per month.

Sponsors:

jill_kelly@gwinnett.k12.ga.us

nikki_cowart@gwinnett.k12.ga.us

NATIONAL ART HONOR SOCIETY

This program exists to inspire and recognize those students who have shown an outstanding ability in art. Annual dues are \$10.00.

Eligibility:

Open to 10th-12th grade art students who have a B average or better in their art classes.

Meets:

First and third Tuesdays of each month in B17

Time Commitment:

2 hours per month

Sponsors:

Mrs. Fouts, Ms. Sumpter, Ms. Thomas, Mr. Vigardt

**NATIONAL FRENCH
HONOR SOCIETY**

This society provides recognition of outstanding student achievement in and dedication to the study of the French language and francophone cultures.

Eligibility:

Must be in French III or higher, have three semesters of 90% or higher average and continue French studies.

Meets:

Various times throughout the year.

Time Commitment:

7 hours per semester. Must participate in and attend all induction ceremonies and rehearsals.

Sponsor:

M. Powers

**NATIONAL GERMAN
HONOR SOCIETY**

This society provides recognition of outstanding student achievement in and dedication to the study of the German language and cultures.

Eligibility:

Must be in German II or higher

Meets:

Various times throughout the year

Sponsor:

Dr. Von Steinhauer

**NATIONAL LATIN
HONOR SOCIETY**

Students enrolled in upper level Latin classes are eligible to be inducted into this honor society each winter. Eligible candidates must have a 5 consecutive semester average of 94.0 in Latin at the high school level.

Meets:

Various times throughout the year.

Sponsors:

Mr. Toda

**NATIONAL SPANISH
HONOR SOCIETY**

The purpose is to recognize high school achievement in Spanish and to promote a continuity of interest in Hispanic studies.

Eligibility:

Must have a 93 average for 3 semesters and excel in character, leadership, integrity, seriousness of purpose, cooperation and responsibility throughout. In addition, the student must be currently enrolled in Spanish III, IV, or AP.

Time Commitment:

6 hours per semester.

Sponsor:

Debra_Hilliard@gwinnett.k12.ga.us

Cindy_McDonald@gwinnett.k12.ga.us

NATIONAL HONOR SOCIETY

The goal of the NHS is to serve the community and to further the leadership potential of students. Additionally, NHS serves to create an atmosphere of character.

Eligibility:

Minimum 95 grade point average and involvement in community service. Must pass character reference and hold a leadership position.

Meets:

Various times throughout the year

Time Commitment:

Minimum of 80 hours per year.

Sponsor:

Danielle_Kaiser@gwinnett.k12.ga.us

Mark_boyd@gwinnett.k12.ga.us

NEWSPAPER *THE SENTINEL*

This is a co-curricular activity. This class publishes the school newspaper.

Eligibility:

Students in grades 10-12 who have basic computer skills, good writing skills, and teacher recommendations. Students are strongly encouraged to complete the Intro to Journalism course, open to students in grades 9-12, as a prerequisite to the Newspaper class.

Meets:

A21

Time Commitment:

Additional hours during deadline, outside of class ad-selling required.

Sponsor:

NU DELTA ALPHA

This is a dance honor society. It is sponsored by the National Dance Association to honor outstanding dance students.

Eligibility:

All members must maintain a 3.0 GPA or better. Must be enrolled in a dance class at BHS and also an accredited dance class outside of BHS. All members must earn 30 points per year. Honor Chards can be earned for graduating seniors who meet the criteria. Fee is \$30 for the first year.

Time Commitment:

Most work is done on your own and verified by sponsor.

Sponsor:

Anna_D'Antonio@gwinnett.k12.ga.us

ORCHESTRA

All orchestra classes are co-curricular and students are eligible for a varsity letter after one year of membership.

Eligibility:

Auditions are required for participation in the Brookwood Philharmonic, Honors Orchestra, Symphonic Orchestra and Concert Orchestra.

An audition is not required for the Maroon and Gold Orchestra, provided the student has prior experience on an orchestra instrument (violin, viola, cello, or bass).

Each class participates in the Georgia Music Educators Association Orchestra Festival and travels annually.

Sponsor:

Dr. Pritchard, Ms. Hudnall

SADD

SADD - Students Against Driving Drunk is open to all BHS students who are interested in saving lives by advocating for harsher drinking and driving laws and encouraging safe driving habits.

Time Commitment:

5 hours per month

Sponsor:

Amber_Simmons@gwinnett.k12.ga.us

SCIENCE BOWL

This is created to learn science content and trivia and compete in game like competitions.

Activities:

Competitions in game-like science content and trivia.

Eligibility:

Open to all students. Must attend practice sessions and competitions.

Sponsor:

Michelle Woodard
michelle_woodard@gwinnett.k12.ga.us

SCIENCE OLYMPIAD

To prepare a team to compete in the regional and, possibly, state and national Science Olympiad competitions.

Eligibility:

Open to all students interested in science.

Meets:

Location to be announced.

Time Commitment:

2 hours per week

Sponsors:

Mr. Diaz, Mr. Cox,

SPANISH CLUB

To learn about Hispanic culture. Students will participate in language related activities.

Eligibility:

Open to all BHS students. You do not have to be enrolled in Spanish

There is an \$8.00 annual membership fee.

Meets:

Location to be announced. Look for signs and announcements on the Loop.

Time Commitment:

Two hours per month. Usually meets on the last Thursday of the month.

Sponsors:

Ms. Thomas, Ms. Syrkett

**STUDENT GOVERNMENT
ASSOCIATION**

The club is to represent the student body to faculty and administration, especially in decisions and concerns regarding the school.

They organize activities such as football, Homecoming, Prom, BRAT Week (Brookwood Rallies Against Trouble), and various community service events.

Eligibility:

Members must have an 80% grade point average. All members must not have any ISS, OSS, or Saturday School discipline.

Meets:

In room E-3

Time Commitment:

Every Wednesday approximately 30-45 minutes.

Sponsors:

Mrs. Hedrick, Ms. Jones

THESPIANS

An honor society that recognizes excellence in theatre.

Eligibility:

Must participate in two main stage productions and working technically in a third production which is main stage.

Meets:

Meets in Theatre once a month.

Sponsors:

Mr. Lindahl

TRIM MUSIC HONOR SOCIETY

This national honor society is sponsored by the Music Educators National Conference and locally by the Georgia Music Educators Association.

Eligibility:

Students must be nominated by their band, chorus, orchestra, or music technology instructor. Students must have been enrolled in at least two years of classes with the performing organization, have an average of 90 or above in all music classes, and an overall GPA of 85 or better.

Sponsor:

Ms. Peebles

TECHNOLOGY STUDENT ASSOCIATION

A national organization for students who are presently enrolled in or have completed a technology education program. The club is designed to have students work with different types of technology in order to perform problem solving activities.

Activities:

- Technology Day at the Georgia National Fair in the Fall
- State Conference in the Spring

Meets:

1st and 3rd Thursday of each month at 2:20

Sponsor:

Gordon Parker

WRITERS CLUB

This club meets the last Tuesday of each month and provides informal workshop groups for reading each other's work, information about writing contests, professional writers as guest speakers, and a writers' resource center in the Media Center.

Eligibility:

Open to all BHS Students.

Meets:

Meets last Tuesday of each month.

Time Commitment:

One and a half hours per month
(2:15 – 3:45)

Sponsor:

Ms. Collins, room A102
jolinda_collins@gwinnett.k12.ga.us

YEARBOOK

The purpose of the club is to publish the Yearbook.

Eligibility:

Must maintain a B average overall and B average or higher in Language Arts. Try-out required.

Meets:

Class each day. Some after school time is required to complete deadlines.

Sponsor:

Holly_Ramey@Gwinnett.k12.ga.us

GRAMMAR TIPS	
IN-CORRECT	CORRECT
Do like I say	Do as I say
<i>In the Great Gatsby</i> it tells	<i>The Great Gatsby</i> tells
Fred and me went	Fred and I went
My answer is different than yours	My answer is different from yours
Where are you at ?	Where are you?
The reason is because	The reason is that
Between you and I	Between you and me
If I was you	If I were you
Being that it's snowing	Because it's snowing
Katie skates good	Katie skates well
Us girls are dancing	We girls are dancing
I don't know if I can go	I don't know whether I can go
Each of these books are	Each of these books is
It was a real good novel	It was a really good novel
I would of gone	I would have gone
Never except your shortcomings	Always accept them
There sad that they're car is over their	They're sad that their car is over there
The dog bit it's tail	The dog bit its tail
I'm not sure where the books are at .	I'm not sure where the books are.
I dislike the fact that people aren't nice.	I dislike that people aren't nice.
I feel badly – unless you have problems feeling	I feel bad -- if you feel melancholy
Tom went with Fred and I .	Tom went with Fred and me .
Possessive pronouns don't use apostrophes. (hers, its, ours, yours, etc.).	
A simple sentence has one independent clause	
When you begin a sentence with a dependent clause, you must use a comma.	
When you begin a sentence with a subordinate clause, you must use a comma.	
An appositive, a noun that renames/clarifies a noun, is usually set off with commas.	
Place "Quotes" on titles of short things: "short stories," "poems," "songs," "episodes of TV shows," etc.	
Underline (or italicize) the titles of long things: <u>Movies</u> , <i>Novels</i> , <i>Plays</i> , <i>Newspapers</i> , <i>Magazines</i>	