

RUSTBURG HIGH SCHOOL
INFORMATIONAL GUIDE



Go Red Devils!

MISSION STATEMENT

Campbell County Schools will provide a world-class education that enables every student to choose and pursue any Post K12 endeavor.

Vision: Our school community takes personal responsibility for individual success and learning at high levels through Rigor, Relevance, and Relationships.

Our Core Values:

1. Student Centered

We believe students deserve the best we have to offer. Each student is capable and has the right to a safe and caring learning environment.

2. Excellence

We believe in meaningful learning and responsive teaching.

3. Community

We believe it is our collective responsibility to work together in a cooperative effort to achieve common goals through educational best practices.

4. Respect

We believe in modeling desired behavior and treating others with dignity and mutual respect.

Our Strategic Goals:

1. Prepare all students to succeed as members in a global community and economy by making 21st century skills an integral part of our practices.

2. Eliminate the achievement gap through varied teaching strategies and responsive support.

3. Ensure that students learn at high levels by providing the time and support needed to master the intended curriculum.

TABLE OF CONTENTS

Letter of Welcome	6
Personnel	7-8
Daily Schedules	9-10
Code of Conduct	11
General Information	12-18
Academic Support	
Animals	
Announcements	
Bullying	
Bus Passes	
Cafeteria	
Cell Phones	
Dances	
Distractions	
Electronic Devices	
Extracurricular Activities	
Fees	
Fire Alarms	
Fire Drills	
Food/Beverages	
Flex Period/Intervention Time	
Hall Passes	
Illness	
Library Policies	
Lockers	
Lost/Damaged Books	
Lost and Found	
Medication	
School Hours	
Student Dress	
Student Parking	
Telephone	
Therapeutic Day Treatment	
Visitors	
Attendance	19-20
Compulsory Attendance	
School Hours	
Late Arrival	
Early Dismissal	

Absences	
Make-up Work Policy	
Pre-approved Absences	
Tardies	
Counseling Office	21-25
Final Exams	
PSAT/SAT/ACT	
School Test Code	
College Night	
Withdrawal/Transfer	
Course Offerings	
SAT/ACT	
Diploma Seals	
Homebound Instruction	26-27
Clubs, Organizations, and Activities	27-29
Band	
Blue Crab Bowl	
Chorus	
Drama Club/One Act Play	
Fellowship of Christian Athletes	
First Priority	
Forensics Club	
French Club	
Future Business Leaders of America	
Future Educators of America	
Future Farmers of America	
History Club	
National Honor Society	
Science Club	
Second Brigade	
Spanish Club	
Spanish Honor Society	
Student Cooperative Association	
Yearbook	
Youth of Virginia Speak Out	
Athletics	30-32
Athletic Code of Conduct	
Fall Sports	
Winter Sports	
Spring Sports	
Eligibility	
Insurance	

Participation
Physicals
School Song

Discipline	32-33
After School Detention	
PAD	
Suspensions	
Extracurricular Suspension	

Campbell County School Board Policies, Rules, Regulations,
and Procedures
<http://www.campbell.k12.va.us/parents-students/campbell-county-schools-policy-manual>

Students,

Welcome back for the 2017-18 year! I am excited about the upcoming school year and hope you had a great summer. Rustburg High School is pleased to offer you a rigorous curriculum and numerous extracurricular activities. Please take advantage of these opportunities and make a dedicated effort to make this school year the best. As a graduate of Rustburg High School, I am extremely proud of our tradition and community. Go Red Devils!

Amy Y. Hale
Principal

ADMINISTRATION

Amy Hale, Principal

email: ahale@campbell.k12.va.us

phone: 332-5171 ext. 302

Barry Godsey, Athletic Director

email: bgodey@campbell.k12.va.us

phone: 332-5171 ext. 320

Brantley Shields, Assistant Principal-9th and 12th Grades

email: bshields@campbell.k12.va.us

phone: 332-5171 ext. 305

Will Cartwright, Assistant Principal-10th and 11th Grades

email: wcartwright@campbell.k12.va.us

phone: 332-5171 ext. 304

FACULTY

COUNSELING

Harris, Regina

Stevens, Dana

Crie, Bobbi Anna

AGRICULTURE/IND. ARTS

Jones, Clint

Torrence, Matt

Economics

Clark, Steve

Robinson, Daniel

Sholes, Ruth

ENGLISH

Bailey, Mary

Banton, Jamie

Foster, Tracy

Lightner, Kathi

Moran, Denise

Slate, Amy

FINE ARTS

Klimchuk, Donna

Poindexter, Susan

Straw, Mike

Velastegui, Michelle

FOREIGN LANGUAGE

Cartwright, Rachel

Christopher, Kari

Ibarra, Jo

Keenan, Alyssa

Solorzano, Melissa

SOCIAL STUDIES

Bullington, Meagan

Burns, Judy

Burrell, Tracy

Clemons, Brandon

Nagy, Michael

Smith, Greg

LIBRARIAN

Eccles, Casey

MATH

Cash, Brandi
Kelley, Lisa
Glehill, Haley
Laughlin, Eric
Meredith, Victoria
Querry, Jennifer
Vaughn, Angie

PHYSICAL EDUCATION

Burch, Matt
Carr, Chris
Neighbors, Lauren
Trent, Kimberly

SCIENCE

Cole, Nicole
Gaulke, Gail
McRorie, Aaron
Murtha, James
Riddle, Michelle
Rierson, Erin
Simpson, Heather

SPECIAL EDUCATION

Cooper, Brittany
DeLivron, Amanda
Dinwiddie, Denise
Hughes, Nikki
Jefferson, Kenya
Mullins, Greg
Pouncy, Tracy

ISS

Davis, Charles

ON-LINE FACILITATOR

TBD

NURSE

Franklin, Sarah

SECRETARIES

Austin, Barbara
Dray, Chris
Martin, Lisa
Vance, Jessica

TEACHER/STUDENT-AIDES

Brown, David
Cline, Heather
Lutz, Cheryl
Marshall, Lauren
Williams, Danny

CUSTODIANS

Adams, Quanty
Brown, Vernon
Cook, Waddie
Gilbert, Charles
Lewis, Dana
Johnson, Barbara
Randolph, Maureen
Palmer, Rebecca
Withcher, Emma
Yuille, Ozell

Rustburg High School
Daily Bell Schedule
2017-18

1 st period & Announcements	8:05 - 8:54
2 nd period	8:58 - 9:43
3 rd period	9:47 - 10:32
Flex/IE	10:32 – 11:01
<u>1st Lunch</u>	
Lunch 1	11:01 – 11:27
4 th period	11:31 – 12:19
<u>2nd Lunch</u>	
4 th period	11:05 – 11:27
Lunch 2	11:27 – 11:53
4 th period	11:53 – 12:19
<u>3rd Lunch</u>	
4 th period	11:05 – 11:53
Lunch 3	11:53 – 12:19
5 th period	12:23 – 1:08
6 th period	1:12 – 1:57
7 th period	2:01 – 2:50

1st Session CCTC Bus departs at 8:05 am and returns at 10:45am. Students will meet in the Commons to catch the bus at 8:05.

2nd Session CCTC Bus departs at 9:55 am and returns at 1:05 pm.

3rd Session CCTC Bus departs at 12:20 pm and returns at 2:35 pm- Students will report to the Commons at the end of 3rd lunch/4th period to catch the bus and remain in the commons area upon returning at 2:35.

Late Opening-2 hr delay

1 st period	10:05 - 10:37
2 nd period	10:41 – 11:13
3 rd period	11:17 – 11:49
1 st Lunch/4 th period	11:53 – 12:17
2 nd Lunch/4 th period	12:17 – 12:41
3 rd Lunch/4 th period	12:41 – 1:05
5 th period	1:09 – 1:40
6 th period	1:44 – 2:15
7 th period	2:19 – 2:50

1st Session CCTC students should report to school at 11:50 in order to go to their 4th period or lunch.

2nd Session CCTC students will depart at 9:55 from the commons.

3rd Session CCTC students will depart at 12:20 from commons. Students normally eating 2nd and 3rd lunch will have to eat 1st lunch in order to catch the bus.

Early Dismissal Schedule

1st period	8:05 – 8:40
2 nd period	8:45 – 9:15
3 rd period	9:20 – 9:50
5 th period	9:55 – 10:25
6 th period	10:30 – 11:00
7 th period	11:05 – 11:35
1 st lunch/4 th period	11:35 – 12:00
2 nd lunch/4 th period	12:00 – 12:25
3 rd lunch/4 th period	12:25 – 12:50

1st Session CCTC students will depart at 8:05 from the commons and return at 10:45 and report to 6th period.

2nd Session CCTC students will depart at 9:55 and return at 12:35pm.

3rd Session CCTC students will report to their 1st, 2nd and 3rd period classes, then report to the library until 11:35 at which time they will report to lunch or 4th period.

CODE OF CONDUCT

Every student is expected to be at school every day, give their best effort and treat others the way they want to be treated-with respect.

- Every student is expected to conduct themselves in a manner consistent with the highest school and community standards.
- Every student is expected to behave in a manner which does not endanger themselves or others.
- Every student is expected to strive for academic success, and act in a manner which promotes and enhances the learning environment.
- Every student is expected to treat themselves and others with respect, and accept full responsibility for their own actions.
- Every student will comply with any lawful direction given by a member of Rustburg High School administration, faculty and staff.
- Every student is expected to properly use and care for any and all Rustburg High School equipment, facilities and property.
- Every student is expected to function in accordance with all Campbell County Public Schools policies and regulations found within the appendix of this informational guide.

GENERAL INFORMATION

ACADEMIC SUPPORT-To help support your student be successful at RHS, you are highly encouraged to sign up for parent portal. Parent portal allows you to monitor your student's attendance and grades throughout the year. To access Parent Portal for the first time, you will need to create a username and password by visiting the [Parent Portal Account Sign-up](#) website. Parent Portal Account Sign-up You will be asked to verify your email address and provide information to verify your identity. After your account is created, you can log into Parent Portal at <http://portal.campbell.k12.va.us>. The school system will only share parent portal information with parents and /or legal guardians. Please keep your information confidential in order to ensure the privacy of your child's academic records. All communications between school and home will be respectful and focused on the student. The input of grades by teachers will be timely, but not immediate. The school system expects grades to be entered within a week's time, unless notification is made previously by the teacher. School responses to inquiries will be timely, but not immediate. Please allow teachers time to compose a thoughtful response. The education and care for children will be the primary responsibility for school personnel.

Rustburg High School also has a tutoring center available for students in every subject. A student or parent can sign up their student for tutoring by contacting the counseling office.

ANIMALS-Animals and pets are not allowed on RHS property unless as part of a prescribed program of studies.

ANNOUNCEMENTS-Announcements are made each day at the beginning of first period. Students will be quiet during these announcements. No announcements will be made during the day without approval from the administration.

BULLYING-According to Campbell County policy (JFHB), bullying is defined as "any aggressive or unwanted behavior that is intended to harm, intimidate, or humiliate the victim" involves a real or perceived power imbalance between the aggressor or aggressors and victim; and is repeated over time or causes severe emotional trauma. Bullying does not include ordinary teasing, horseplay, argument or peer conflict." To report an incident of bullying, please contact administration immediately.

BUS PASSES-Students are to ride their assigned bus. Whenever a student wishes to ride a different bus, special permission must be granted by the administration. A note should be presented in the main office prior to 8:00 am indicating parental approval for such change. The student will be issued a bus pass to be given to the affected bus driver. No student will be allowed to board a bus without proper permission.

CAFETERIA-

1. Seniors may be released two minutes early at teacher discretion.

2. Breaking lunch line will be considered a disruption of the school day and will result in disciplinary action.
3. Failure to dispose of garbage will result in disciplinary action.
4. Throwing any object in the cafeteria at any time will result in disciplinary action.
5. Students at lunch must remain in the commons area during their lunch period.
6. Students may not order food to be delivered to the school during the lunch period (such as pizza, etc.). Parents may drop off individual student lunches in the main office.
7. No celebrations will be permitted (such as: birthday cakes, singing, party favors, etc.). Such celebrations cause a disruption in an already crowded cafeteria. All rules apply from 7:30am-2:50 pm.
8. There will be no visitation during lunch periods.

CELL PHONES-Please note the reference to the county policy regarding cell phones, PDA's, internet devices, and the like. See, *Campbell County Standards of Student Conduct #20*.

DANCES-Dances held for Rustburg High School students and their dates are the Ring Dance and Prom. The following rules should be observed:

1. Anyone wishing to bring an out-of-school date should secure a date form and turn it in to the office for approval prior to the dance. Each student is responsible for his/her date's behavior. In the event that the RHS student's date violates any rules or regulations governing student conduct at RHS, the student inviting the individual could be subject to a suspension from all extracurricular activities.
2. Anyone leaving the dance may not re-enter.
3. Chaperons have the authority to refuse to admit students or guests, and they also have the authority to ask any student or guest to leave.
4. Lewd or obscene dress is not allowed.
5. Middle school students will not be allowed at the dance.
6. Dancing must be appropriate for a school dance, students must be facing one another when dancing closely.
7. All students wishing to attend the Prom must be in good standing.

DISTRACTIONS-While students are encouraged to participate in positive extracurricular activities, many of those activities can be distracting during the school day. In general, students are not allowed to bring equipment to school which would cause distractions and/or be a danger to others. Such equipment includes, but is not limited to playing cards, games, skateboards, athletic equipment (except for legitimate school sponsored activities) in-line skate, hackie-sacks, trading cards, collectibles, instruments (except for band/chorus activities), hobby items and animals. See, *Campbell County Standards of Student Conduct #3*.

ELECTRONIC DEVICES-Electronic devices that disrupt the school environment are not allowed in the school building during normal school hours (-2:50pm). Examples of such devices include (but are not limited to): Cell phones, Mp-3 players,

CD players, recording devices, beepers, laser pointers, computer games, cameras. Violation of this policy may result in confiscation and/or disciplinary action. See, *Campbell County Standards of Student Conduct #22*.

EXTRACURRICULAR ACTIVITIES-Rustburg High School students, while attending extra-curricular activities are to conduct themselves in a manner which reflects well upon their character or on our school and community. Students who do not act appropriately will risk losing extracurricular privileges. See, *Campbell County Statement of Student Conduct*.

FEES-If a student or family is unable to pay a fee, please contact the school principal.

FIRE ALARMS-Anyone discovering a fire should activate the nearest alarm and report it immediately to the office, giving the location and nature of the fire. Deliberately activating an alarm when there is no fire is a federal offense punishable by law, and school disciplinary action will be taken.

FIRE DRILLS-Fire drills are held periodically throughout the year. Students should observe the following instructions:

1. In the event of a fire alarm everyone leaves the building regardless of whether the alarm sound before school, during class time, at lunch time, during change of class, or after school.
2. As rooms are left, all windows should be shut, the classroom doors closed but not locked, the lights left on.
3. The class roll will be called immediately after the class has regrouped outside the building.
4. Students should form quiet single lines while leaving the building. Students must be silent so all may hear instructions to change directions in case of emergency.
5. Students must never re-enter the building until the fire drill is over. The “all clear” will be made by school officials.
6. Use of the elevator is prohibited.

FOOD/BEVERAGES-No food or drinks will be allowed outside of the commons area with the exception of bottled water.

FLEX PERIOD/INTERVENTION TIME – This is a time for students to work on improving their grades and achieve success. All students are expected to use their time wisely to complete their assignments and be successful.

HALL PASSES-If it becomes necessary they leave, they must have a hall pass. Students will only be allowed to leave the classroom if there is an emergency or for educational purposes.

ILLNESS-If a student becomes ill at school he should inform his/her classroom teacher who will issue the student a pass to the school nurse. If necessary, parents will be called to provide transportation home. If a student is going to be absent as many as three consecutive days because of illness, the parent should contact the school to make arrangements for school work. This procedure will require 24 hours notice to complete.

LIBRARY POLICIES-The library will be open to all students from 7:40 am to 8:00 am and from 2:50 pm to 3:10 pm. Students from classrooms must have passes. Students will not leave the library without a written pass from the librarian.

LOAN POLICIES:

Books-three weeks-may be renewed once. No more than three books may be checked out at one time unless special permission is obtained from the librarian.

Reserve Books-only with permission from the classroom teacher.

Reference-for overnight only with approval by a member of the library staff.

Magazines-overnight only.

Students are responsible for the materials which they borrow and should return them to the library when they are due.

LOCKERS-Every student will be assigned a locker. Students are responsible for all items stored in their locker. Students are required to keep their lockers clean at all times. No writing and no stickers will be allowed on surfaces of lockers. The school reserves the right to inspect lockers at any time. Please inform the administration immediately if your locker is not functioning properly. The school will not assume the responsibility for items in a student locker. Students will not share lockers.

LOST AND DAMAGED BOOKS-Students are responsible for books issued to them by the school. The student will be expected to pay for textbook loss or damages.

LOST AND FOUND-Articles found in the building should be turned in to the main office immediately. If a student loses an article, he/she should report the loss to the office. Students are responsible for all personal belongings. Students are highly discouraged from bringing valuable articles to school.

MEDICATION-Be advised that **all** medication (over-the-counter or prescription) must be dispensed through the nurse. Unauthorized possession of medication will result in disciplinary action. For more information, refer to the county policy in the Appendix of this guide.

SCHOOL HOURS-Students should not arrive prior to 7:30am. Upon arriving at school, students should not leave the grounds without proper permission. Dismissal from school is at 2:50 pm and all students must be out of the building or under the direct supervision of a faculty member or coach by 3:00 pm.

STUDENT DRESS-In reference to *Campbell County Standards of Student Conduct #1*, wearing of clothes, jewelry, or other apparel or personal belongings that are likely to lead to disruption, advocate violence, alcohol or other drug use and/or distribution; that represent gang activity and/or membership; that advertise obscenities; or that reflect adversely on persons due to race, gender, creed, nation origin, physical, emotional, or intellectual abilities; or that are considered to be revealing, promiscuous, provocative, or otherwise inappropriate (such as see-through shirts) is prohibited.

Additional guidelines are below including images of common dress code violations:

1. Shoes must be worn at all times. Items intended for indoor use only are not permitted (i.e., bedroom shoes).
2. No pajamas or sleepwear of any kind will be allowed at school.
3. All clothing must be of sufficient length and coverage. The following items are not permitted. References to “tops” also include dresses:
 - Tank tops, halter tops, mesh or sheer tops, bare midriff tops, racer back tank tops, backless tops, or tops with shoulder straps less than the width of an index card (3 inches),
 - Tops having necklines lower than a straight line from the top of one underarm across to the opposite underarm,
 - Bottoms worn low on the hip that reveal underwear or skin (Clothing must cover undergarments, i.e. bra straps, at all times.),
 - Dresses, skirts, shorts, and, skorts that are shorter than the longest fingertip when wearers arms are extended completely down their sides (even when worn with tights or leggings).
 - Leggings, tights, yoga pants should not be worn unless a fingertip dress or skirt is worn over it
4. Sunglasses may not be worn inside the school building.
5. Students are not permitted to wear any hats, hoods, or head coverings in the school building until 2:50pm.
6. Wallet chains, chains for jewelry, or jewelry which could be considered dangerous are not allowed.
7. Special dress may be required for courses which incorporate laboratory or shop activities.
8. Students wearing pants with holes should not have holes above their fingertips when their arms are fully extended by their sides.

Common Dress Code Violations



Shoulder straps must be the width of an index card (three inches wide).

Tops cannot have necklines that are lower than the a straight line from one underarm to the other.



Pants cannot be worn low on the hips and show midriff or undergarments.

Dresses, skirts, skorts, and shorts must be as long as the longest fingertip when arms are extended completely downward.



Leggings worn under dresses must not be see through. If tights or yoga pants are worn, the dress or skirt must be fingertip length.

If you wear jeans with holes, your pants should **not have holes above your fingertips when your arms are fully extended by your sides**



Hats and hoods must be removed as soon as you enter the building.

STUDENT PARKING-The following are regulations pertaining to student driving and parking:

The school is not responsible for damage that occurs to student vehicles.

1. Violation of the regulations in any part or any reckless or unsafe driving practices will result in the loss of driving privileges.
2. All student vehicles must be registered at the beginning of each school year, and have a student parking permit displayed on the rear view mirror. Permits can be purchased in the office for \$15.00. The school is not responsible for items lost from cars.
3. Speed limit on school grounds is 5 mph.
4. There will be no parking outside designated areas.
5. The school reserves the right to search vehicles on school grounds.
6. There will be no diagonal or double parking on school grounds.
7. The parking lot is a restricted area. Any student loitering in the parking lot will be subject to disciplinary action.
8. Observe handicapped parking restrictions at all times.
9. Excessive tardiness to school may result in loss of student parking privileges.

TELEPHONE- Students will not be called from class to accept calls. All incoming calls to the school are monitored by a call ID system. The office phones may be used for emergency or other school related matters. Permission to use the phones must be granted by office staff.

THERAPEUTIC DAY TREATMENT -Horizon's Therapeutic Day Treatment (TDT) was developed for children and teens who are unable to manage their behaviors. The goal of TDT is to provide students with necessary therapeutic behavioral support, therapy, and therapeutic activities to assist them to be successful in the school and community setting. For more information, please contact Amanda Murphy, the Day Treatment Site Supervisor, at Rusturg High School.

VISITORS-All guests and visitors must report to the main office. Students cannot bring guests to school. A visitation pass will be issued only to authorized visitors on official business. **There will be no visitation during the lunch periods.** Visitors must be properly dressed.

ATTENDANCE

COMPULSORY ATTENDANCE-As of July 1, 1999, state law required compulsory school attendance for every child ages 6-18 except those exempt by law.

Attendance Procedures:-

3rd unexcused -Letter home

5th unexcused -Letter home requesting a conference/Dr.'s note may be required/Meeting with Administrator

6th unexcused-Phone contact, Develop Truancy Plan

7th unexcused-Court Action

SCHOOL HOURS-Students who arrive at school prior to 7:35 am must report to the commons area. Upon arriving at school, students should not leave the grounds without proper permission. Dismissal from school is at 2:50 pm and all students must be out of the building or under the direct supervision of a faculty member or coach by 3:00 pm.

LATE ARRIVAL-Any student arriving after 8:05am must check in at the main office. Failure to check in at the office will result in disciplinary action. The office will issue an "admission slip" which will indicate whether the student is excused or unexcused. Students must show their admission slip to all of their remaining teachers, and have it initialed.

EARLY DISMISSAL-Students shall not be permitted to leave school prior to 2:50 pm without direct permission (written or verbal) from their parent or guardian. This applies to illness and emergency situations, and then only at the consent of the administration. All notes for early dismissal must be in the office prior to 8:00am.

ABSENCES- Upon returning to school following an absence, for any reason, students are required to check in at the office. Students who are absent are required to bring a note from their parent, guardian or doctor by the second day upon returning to school following the absence. The student will be issued an "admission slip" which will indicate whether the absence is unexcused or excused. This slip must be signed by each classroom teacher and returned by the seventh period teacher to the office. Excessive absences will be reviewed by the administration.

MAKE-UP WORK POLICY-Only work missed due to excused absences may be made up. The date(s) excused will be circled on the admission slip. If after the second day of the student's return, no admission slip is presented to the teacher by the student, the teacher will record an unexcused in the grade book and no work will be allowed to be made up for those particular dates.

The length of an excused absence will determine the amount of time the student is allowed for make-up work. If the student is absent for one day and the work was

assigned the day prior to hi/her absence, it will be due upon his/her return. If the work was assigned the day of his/her absence, then it would be due the day after his/her return. If the student was absent three days, then he/she would be allowed three days to turn in make-up work.

Situations in which students are absent for extremely long periods of time will be handled on a case by case basis by the faculty and administration. No make-up work will be permitted and a zero will be issued for work missed on date(s) of unexcused absence.

PRE-APPROVED ABSENCES-When students know ahead of time that they will be absent (family vacation, college visits, etc.) a note from the parent must be submitted to the office at least one day in advance. This note should list the days the student will be absent and the reason for the absence. If the note is approved by administration the student will have it initialed by each of his/her teachers. The student is then responsible for returning the note to the main office.

TARDY TO SCHOOL-Students are expected to be at school on time.

1. Tardies to 1st period (school) shall be addressed in the same manner as any other period.
2. Students who drive to school may risk losing parking privileges.

TARDY TO CLASS-Students are expected to be in class on time.

1. Warnings will be issued to students for the first unexcused tardy to class.
2. On the second tardy to each class (including 1st period and homeroom), the student will be called to the office to see an administrator. On the third tardy, students will be assigned one day of after school detention. The fourth tardy will result in two days of after school detention and then students will be assigned ISS.

A student is considered tardy when he/she is not inside of the classroom at the completion of the tardy bell.

Counseling Office

The Counseling Office of Rustburg High School strives to serve the student as an individual by helping him to develop a realistic self-concept, to understand his abilities, interests and aptitudes, and to make appropriate choices and adjustments. The central activity is counseling. The counseling may involve a trained professional who will work with the individual by whatever methods may be appropriate. Counseling involves a special kind of relationship between counselor and student in which the student is able to discuss in confidence any problem. Counseling techniques which are beyond the scope of the professional certification or training of counselors are prohibited.

Rustburg Counseling Department

Harris, Regina, last names H-Me

email: rharris@campbell.k12.va.us

phone: 332-5171 ext. 313

Stevens, Dana, last names Mi-Z

email: dstevens@campbell.k12.va.us

phone: 332-5171 ext. 312

Crie, Bobbi Anna, last names A-G

email: bcrie@campbell.k12.va.us

phone: 332-5171 ext. 314

FINAL EXAM-Any student who meets the following criteria will be exempt from the final exam: Received an “A” average in the subject for every nine weeks. A student may choose to be exempt from the final exam for a course in which he or she has taken and passed the SOL test(s) for that course. If the SOL test(s) results are not received by the school prior to the administration of exams, exams for which a student has taken the SOL test(s) will be optional. Students who take an Advanced Placement test may choose to be exempt from the course’s final exam.

PRELIMINARY SCHOLASTIC APTITUDE TEST-The PSAT/NMSQT will be given on Wednesday, October 11, 2017. Campbell County requires all Sophomores to take the PSAT free of charge. Juniors may take the test at the cost of \$15.00. Students may register for this test in the counseling office.

COLLEGE FAIR-Students from Amherst, Bedford, Campbell counties and from Lynchburg City are invited to attend. Representatives from various colleges will be present to discuss their programs. It will be held on **Wednesday, September 13 at Heritage High School from 6 pm to 8 pm.**

SCHOOL CODE NUMBER AND TEST CENTER NUMBER-This number is needed in completing the registration forms for the SAT and ACT tests:
Rustburg High School Code Number.....472005

COLLEGE BOARD ADMISSION TEST PROGRAM CALENDAR FOR 2017-2018

SAT Test:

Saturday, October 7, 2017
 Saturday, November 4, 2017
 Saturday, December 2, 2017
 Saturday, March 10, 2018
 Saturday, May 5, 2018
 Saturday, June 2, 2018

ACT Test:

Saturday, September 9, 2017
 Saturday, October 28, 2017
 Saturday, December 9, 2017
 Saturday, February 10, 2018
 Saturday, April 14, 2018
 Saturday, June 9, 2018
 Saturday, July 14, 2018

Sunday test dates are available for students who cannot test on Saturday because of religious observance. (For SAT Tests only)

WITHDRAWAL/TRANSFERS-Students withdrawing or transferring from school should secure a withdrawal/transfer slip from the Counseling Office. All books must be returned to the appropriate administrator, and any indebtedness must be settled. The withdrawal/transfer slip must be signed by the teacher in each class and an administrator before a student is officially withdrawn.

COURSE OFFERINGS

SUBJECT AREA	COURSE	DESCRIPTION
English	English 9 English 10 *English 11 English 12	Standard, Pre-AP Standard, Pre-AP Standard, AP Standard, AP
Foreign Language	French Spanish	I, II, III, IV I, II, III, IV
Science	*Biology *Chemistry Physics Ecology Environmental Science	Standard, Pre-AP, AP Standard, Pre-AP, AP Honors Standard, Grades 11 & 12
Social Studies	*World History I *World History II *U.S. History Government Economics	Standard, Pre-AP Standard, AP Standard, AP Standard, AP Standard
Business	Computer Applications	Standard

	Web Design Computer Info. Systems	Standard Standard
Mathematics	*Algebra I *Algebra II *Geometry AFDA Calculus Elementary Math Functions Statistics	Standard Standard, Pre-AP Standard, Pre-AP Standard Pre-AP, AP Standard AP
Mechanical Drawing	Basic Tech Design Engineering Design Architectural Design Adv. Drawing & Design Carpentry	Standard Standard Standard Advanced Standard
Fine Arts	Art Theater Band, Chorus, Voc. Ensem. Yearbook Speech	I, II, III, IV I, II, Advanced, Tech., Directing Standard Standard
Agriculture	Agriculture	I, II, III, IV
Physical Education	P.E.9, P.E.10, Driver's Ed. Athletic Training Weight Training	Standard Standard Standard

***Courses with SOL tests.**

Other elective offerings include: student aide, elementary teacher assistant, and SOL Enrichment. There are further opportunities for students to attend the Campbell County Technical Center, Central Virginia Community College, and the Central Virginia Governor's School.

Diploma Seals

Students meeting specific requirements for graduation and demonstrating exemplary performance may receive diploma seals for recognition. VDOE makes available to local school divisions the following seals (all seals may not be available every year):

Governor's Seal – Awarded to students who complete the requirements for an Advanced Studies Diploma with an average grade of "B" or better, and successfully complete college-level coursework that will earn the student at least nine transferable college credits in Advanced Placement (AP), International Baccalaureate (IB), Cambridge, or dual enrollment courses.

Board of Education Seal – Awarded to students who complete the requirements for a Standard Diploma or Advanced Studies Diploma with an average grade of "A" beginning with the ninth-grade class of 2006-2007 and beyond.

Board of Education's Career & Technical Education Seal – Awarded to students who:

- Earn a Standard or Advanced Studies Diploma and complete a prescribed sequence of courses in a career and technical education concentration or specialization that they choose and maintain a "B" or better average in those courses
- OR pass an examination or an occupational competency assessment in a career and technical education concentration or specialization that confers certification or occupational competency credential from a recognized industry, trade or professional association
- OR acquire a professional license in that career and technical education field from the Commonwealth of Virginia.

The Board of Education shall approve all professional licenses and examinations used to satisfy these requirements.

Board of Education's Advanced Mathematics & Technology Seal – Awarded to students who earn either a Standard or Advanced Studies Diploma and satisfy all of the mathematics requirements for the Advanced Studies Diploma (four units of credit including Algebra II; two verified units of credit) with a "B" average or better; and either

- pass an examination in a career and technical education field that confers certification from a recognized industry, or trade or professional association
- OR acquire a professional license in a career and technical education field from the Commonwealth of Virginia
- OR pass an examination approved by the board that confers college-level credit in a technology or computer science area.

The Board of Education shall approve all professional licenses and examinations used to satisfy these requirements.

Board of Education's Excellence in Civics Education Seal – Awarded to students who meet each of the following four criteria:

- Satisfy the requirement to earn a Modified Standard Diploma, a Standard Diploma or an Advanced Studies Diploma
- Complete Virginia & United States History and Virginia & United States Government courses with a grade of "B" or higher
- Complete 50 hours of voluntary participation in community service or extracurricular activities, such as volunteering for a charitable or religious organization that provides services to the poor, sick or less fortunate; participating in Boy Scouts, Girl Scouts or similar youth organizations; participating in Junior

Reserve Officer Training Corps (JROTC); participating in political campaigns, government internships, Boys State, Girls State or Model General Assembly; and participating in school-sponsored extracurricular activities that have a civics focus. Any student who enlists in the United States military prior to graduation will be deemed to have met this community service requirement.

- Have good attendance and no disciplinary infractions as determined by local school board policies.

Local school divisions may award other diploma seals or awards for exceptional academic, CTE, citizenship or other exemplary performance in accordance with criteria defined by the local school board. The design, production and use of those seals is the responsibility of the local school boards awarding the seal.

Honor Roll and Principal's List

All students who earn a 3.7 to a 3.99 at the end of the the nine weeks, will be on the honor roll list. All students who earn a 4.00 and above, at the end of the nine weeks, will be on the Principal's list.

Honor Graduate

All students who earn a 3.5 grade point average through 1st semester of their senior year and receiving an Advanced or Standard diploma will be considered a honor graduate of Rustburg High School.

HOMEBOUND, CORRESPONDENCE, AND ALTERNATIVE MEANS OF INSTRUCTION

Homebound Instruction

The School Board shall maintain a program of homebound instruction for students who are confined at home or in a health care facility for periods that would prevent normal school attendance based upon certification of need by a licensed physician, physician assistant, nurse practitioner, or clinical psychologist.

Credit for the work shall be awarded when it is done under the supervision of a licensed teacher, a person eligible to hold a Virginia license, or other appropriately licensed professional, employed by the School Board, and there is evidence that the instructional time requirements or alternative means of awarding credit adopted by the School Board have been met.

Participation in After School Hours Extra-Curricular Activities

Students who are being provided Homebound Instruction for disciplinary reasons (suspension, expulsion, etc.) including those whose Individualized Educational Plan (IEP) was changed to avoid disciplinary action will not be allowed to participate in any Extra-Curricular activities.

Students who are being provided Homebound Instruction for medical reasons will be allowed to participate in Graduation Ceremonies if they complete all of the requirements for Graduation. They also may be allowed to attend other After School Hours Extra-Curricular Activities (Prom, Ring Dance, Homecoming Dance, Senior Banquet, Awards Banquets, Club activities, Driver Education, etc.) on a case by case basis decision made by the school Principal. The medical doctor who made the original request for Homebound Instruction shall make a written request to the school Principal for each specific Extra-Curricular Activity the doctor feels the student can successfully participate in and to what extent the student can participate (e.g.: Actually dance or simply watch, etc.).

Correspondence Courses

Students may enroll in and receive a standard and verified unit of credit for supervised correspondence courses with prior approval of the principal. Standard units of credit will be awarded for the successful completion of such courses when the course is equivalent to that offered in the regular school program and the work is done under the supervision of a licensed teacher, or a person eligible to hold a Virginia license, and approved by the School Board. Verified units of credit may be earned when the student has passed the SOL test associated with the correspondence course completed. The division Superintendent will develop regulations governing this method of instruction in accordance with the regulations of the Board of Education.

CAMPBELL COUNTY SCHOOL BOARD File: IGBG Page 2 CAMPBELL COUNTY SCHOOL BOARD

Instruction through Alternative Technological Means

Standard units of credit will be awarded for the successful completion of courses delivered through emerging technologies and other similar means when the course is

equivalent to that offered in the regular school program and the work is done under the supervision of a licensed teacher, or a person eligible to hold a Virginia license, and approved by the School Board. Verified units of credit may be earned when the student has successfully completed the requirements and passed the SOL test associated with the course. The division Superintendent will develop regulations governing this method of instruction in accordance with the regulations of the Board of Education.

CLUBS, ORGANIZATIONS AND ACTIVITIES

Students shall be given opportunities to join various clubs and organizations. The objective of these clubs and organizations shall be to provide worthwhile goals for attainment by the students while maintaining a close relationship with the regular school program. All activities not specifically approved by the superintendent of schools or the principal are prohibited.

Guidelines for Clubs:

1. Part of a national chapter, academic based, or school or community benefit.
2. Faculty Sponsor.

BAND-(Mr. Straw)-The RHS band offers the student many opportunities. These opportunities include learning to play a wind or percussion instrument. The band performs concerts and participates in various competitions throughout the state of Virginia. It is recommended that the student have had at least one year of band prior to high school and that he/she be approved by the band director. RHS also offers a marching band that performs for football games, and competes in statewide competitions.

BLUE CRAB BOWL-(Ms. Rierson)-The Blue Crab Bowl is an academic competition that hosts local and state events. The Blue Crab team is comprised of interested students who typically perform well in their science classes (Biology, Ecology, etc.) and express an interest in Oceanography.

CHORUS-(Ms. Poindexter)-The Rustburg high School Mixed Choral group presents concerts throughout the school year and provides music for special occasions.

DRAMA CLUB/ONE ACT PLAY-(Ms. Velastegui)-The Drama Club is open to all students enrolled in Speech and Drama and those who participate in the senior play, the spring production, one-acts, VHSL Theater Festival, and/or any other dramatic productions at RHS.

FELLOWSHIP OF CHRISTIAN ATHLETES-(Mrs. Neighbors/Mrs. Riddle)-An organization of athletes committed to Christian values of Integrity, Serving, Teamwork and Excellence.

FIRST PRIORITY-(Mrs. Riddle)-This group of students meets weekly to discuss Christian principles and values, and ways to live by their beliefs at RHS and in their local community.

FORENSICS CLUB-(Ms. Rierson)-Forensics allows students to develop acting and speaking skills while competing with other schools. Forensics involves spelling, original oratory, extemporaneous speaking, prose reading, poetry reading,, and dramatic interpretation. Some events are divided into girls and boys categories. Forensics also includes on-act play competition.

FRENCH CLUB-(Mrs. Cartwright)-This organization, open to all who study French, seeks students interested in experiencing and sharing the French language and culture. Activities include authentic dinners, service projects, fund raisers, foreign language week, and Mardi Gras celebrations. French students are also eligible to become members of the French National Honor Society after a minimum of three semesters of study.

FUTURE BUSINESS LEADERS OF AMERICA-FBLA is a co-curricular organization whose purpose is to encourage and promote activities which help to develop competent, aggressive business leadership. A student must be enrolled in a business class and pay dues to be a member.

FUTURE FARMERS OF AMERICA-(Mr. Jones)-This co-curricular organization aims at developing agriculture leadership, cooperation, and citizenship. Its purpose is to foster an appreciation and love for a stable life in agricultural endeavors. Membership is available to all students enrolled in vocational agriculture. Dues must be paid to state and national groups.

HISTORY CLUB-(Mr. Nagy)-This club is open to students who share an appreciation for the various cultures and political systems that have existed throughout history.

NATIONAL HONOR SOCIETY-(Mrs. Bailey & Mrs. Gaulke)-The purpose of the National Honor Society is to recognize and promote outstanding character, scholarship, service, and leadership qualities among students. To be considered for membership a student must be a Junior or Senior with a minimum 3.5 cumulative grade point average, and complete a Student Activity Form displaying his/her leadership qualities and service contributions. Based on professional interaction, the faculty rates each student on character. The results are presented to a 5-member council chosen by the NHS Sponsors and the Principal. Students receiving a majority vote from the council are inducted in the fall of each year.

SCIENCE CLUB-(Ms.)-Through field trips and guest speakers, the Science Club explores career opportunities in science and discovers how science is used in our community. The club promoted student research projects and is affiliated with the

Virginia Junior Academy of Sciences. The club also tries to expand student knowledge of special topics which are not fully covered in the curriculum.

SPANISH CLUB-(Mrs. Ibarra and Mrs. Solorzano)-The Spanish Club consists of Spanish students who are interested in cultivating an awareness of and an appreciation for the Spanish language and culture. Some of the activities include fiestas, community service activities, participation in National Foreign Language Week and the celebration of holidays.

SPANISH HONOR SOCIETY-(Ms. Solorzano and Ms. Ibarra)-**La Sociedad Honoraria Hispanica**: The purpose of the Spanish Honor Society is to recognize those students with at least three semesters of Spanish who have maintained no lower than three semesters straight with A's or 4 semesters with 3 A's and 1 B.

STUDENT COOPERATIVE ASSOCIATION-The SCA is a channel for the students to present ideas and requests to the administration. Also, it is designed to keep students aware of activities and to promote participation for the betterment of students and the school. Full cooperation between students and representatives makes this organization effective. Representatives are elected by each home room. These persons should be willing to work, express their ideas at meetings and report to home room any decisions made at meetings. Officers are elected by the student body.

YEARBOOK-(Mrs. Sholes)-A very important group at RHS is the annual staff which compiles and publishes the school's yearbook "The Owl". The staff is selected in the spring when interested students in 11th and 12th grade home rooms must indicate a desire to work. One period of the school day is used for work on the yearbook and students are scheduled into this hour; one credit is given. Staff members are responsible for selling ads to finance the yearbook, taking candid photographs, writing copy, designing layouts and collecting accurate records of all activities involved in creating the book.

YOUTH OF VIRGINIA SPEAK OUT-(Lt. Lawhorn)-Youth Of Virginia Speak Out about traffic safety is to educate an organized group of young people about traffic safety issues, empower them to take ownership of traffic safety related problems, as well as encourage them to take an active role in developing positive solutions for the common issues pertaining to traffic related crashes, injuries and fatalities among young drivers through problem identification, program development, and program coordination.

ATHLETICS

Sports play a very important role in the lives of many students at Rustburg High School. Research shows that participation in athletics promotes student development mentally, socially, physically, and emotionally. We encourage all students to attempt to get involved in Rustburg High School athletics.

ATHLETIC CODE OF CONDUCT-Participating in athletics at Rustburg High School is a privilege that should not be taken for granted. We adhere to the Virginia High School League rules and regulations for the conduct of athletes.

The athlete should:

1. Be respectful to opposing teams, fans, officials, and facilities.
2. Play hard and to the best of his/her ability.
3. Be modest when successful and be gracious in defeat.
4. Maintain a high degree of physical fitness.
5. Work hard to be successful in the classroom. Academic endeavors are even more important than athletic endeavors.
6. Not to be involved in any actions or activities which might reflect negatively on their character and our school.
7. Understand and observe the rules of the game.
8. Present themselves in a professional manner, and neat appearance.

Athletes who do not abide by these expectations risk loss of athletic privileges.

Athletic Council

If during a season, an athlete **quits** the team they **will not** be allowed to play the next season. If an athlete is **dismissed** from the team in order for them to play the next season they must go before the Athletic Council which consists of Mr. Godsey and the two coaches involved. This includes any out of season practice/open gyms for the upcoming season. If there is an appeal, it will go before Mrs. Hale.

FALL SPORTS

Football-(Mr. Baker)
Volleyball-(Mrs. Hardie)
Cross Country-(Mr. Wallin)
Football and Competition Cheerleading-(Ms. Mitchell)
Golf-(Mr. Dinwiddie, RMS)

WINTER SPORTS

Boys Basketball-(Mr. Davis)
Girls Basketball-(Mrs. Seaborn)
Wrestling-(Mr. Marshall, RMS)
Indoor Track-(Mr. Mosley, RMS)

SPRING SPORTS

Baseball-(Mr. Carr)
Softball-(Mr. Hensley)
Track & Field-(Mr. Mosley, RMS)
Boys Soccer-(Mr. McGarrity)
Girls Soccer-(TBA)
Boys Tennis-(TBA)
Girls Tennis-(Mr. Williams)

ELIGIBILITY-In order to be eligible for extracurricular activities, each student must have passed five courses for credit for the previous year (for fall or winter sports) or semester (for spring sports). This policy is in direct accordance with VHSL eligibility regulations.

INSURANCE-Insurance is required of all athletes who participate in athletics. Athletes not wishing to buy the school insurance must have parents complete an "Insurance Waiver Form" stating that the athlete is covered by a policy. Accident reports must be filed with Mrs. Austin promptly after an accident.

PARTICIPATION-Students must be in attendance for four periods in order to participate in games/practices for that day.

PHYSICALS-Each year athletes are required to have a current physical on file at Rustburg High School. Before any student can tryout or practice, the current physical must be brought to the coach, athletic trainer, or athletic director. A physical taken after May 1 will be good for the entirety of the next school year. Physical forms can be picked up from the athletic trainer, coach, or the main office. Guidelines for physical are in accordance with the VHSL.

SCHOOL SONG

When Dear Old Rustburg High School falls in line,
We're gonna win again another time,
And for that dear old school we love so well,
We're gonna yell and yell, and yell, and yell, and yell,
We're gonna fight, fight, fight for every goal,
We'll get the ball and never let it go,
We're gonna roll old _____ off the floor/field,
off the floor/field,
Rah, Rah, Rah-ah-ah, Hey

DISCIPLINE

LUNCH DETENTION- A student may be placed in lunch detention for minor violations of school policy. Failure to report to lunch detention will result in the student being assigned to PAD.

AFTER SCHOOL DETENTION- Students assigned after school detention will report to the ASD room by 2:55 and remain in the classroom working until 3:45. Students assigned ASD who fail to stay will be assigned PAD. ASD is designed to keep students in class while receiving a consequence for inappropriate behavior

P.A.D.-Program of Alternate Discipline-The in-school suspension program will provide for the retention of students within the school during the normal school day. Students assigned to PAD will be closely supervised, will receive basic tutorial assistance. The objectives of the program are: (a) to assist the student in academic achievement, (b) to help the student meet the goals of the educational system, (c) to remove the disruptive student from a classroom setting, thereby enabling the remaining students to realize greater benefits from the educational system, and (d) to modify behavior and bring about a more positive attitude toward education.

The following is the list of rules and regulations that students must follow during their assignment in PAD. These rules and regulations will be strictly enforced. All students assigned to the PAD are expected to abide by these guidelines:

1. Bring pencil and paper adequate for a day's work.
2. Report to the PAD room at the beginning of the school day or at the beginning of a designated class period if assigned for less than a day.
3. Be seated as soon as you arrive.
4. Remain quiet.
5. Remain in your seat.
6. You will not be able to leave the PAD for any reason other than for lunch or with permission of the PAD instructor.
7. Do not sleep.

8. Do not bring snacks, beverage or gum into the PAD area.
9. Observe **ALL** school rules.
10. Be cooperative at all times.
11. Do all work assigned by the PAD instructor.

Any act of misconduct while assigned to the PAD will result in further disciplinary action. Refusal to accept a PAD assignment will be considered insubordination and will result in additional discipline.

SUSPENSIONS-A student may be suspended from school as a disciplinary action. Students will not be allowed to make up any work they miss while serving a suspension. While a student is suspended, he/she may not attend any school functions, including extracurricular, and is not to be on school property at any time unless arrangements are made in advance through the office. Suspended students may not visit any other schools in the county during their suspension. Violations of these rules will be grounds for further disciplinary action.

EXTRACURRICULAR SUSPENSION-A student may be assigned an extracurricular suspension for problems occurring at athletic contests, extracurricular activities, or after school hours. The length of extracurricular suspensions will be determined by the administration. While a student is serving an extracurricular suspension he/she is only allowed on Campbell County Public School property during regular school hours (7:30am-2:50pm).