

GALILEO MAGNET HIGH SCHOOL



STUDENT HANDBOOK 2024-2025

230 South Ridge Street

Danville, VA 24541

Phone: 434.773.8186

Fax: 434.773.8188

<https://galileo.danvillepublicschools.org/>

ADMINISTRATION

Mrs. Michelle Ramsey - Principal

Mr. Shannon Johnson - Assistant Principal

Ms. Anika White - Secretary/Bookkeeper

Ms. Brittney DeJournette - Attendance Clerk

Ms. Janelle Blackwell - School Counselor

Mr. Warren Dallas - School Security Officer

Mrs. Deidre Hutchings- School Security Officer

TABLE OF CONTENTS

For ease of access, the table of contents are hyperlinked

TABLE OF CONTENTS	2
DPS VISION, MISSION, BELIEF STATEMENTS	5
VISION:	5
MISSION:	5
DANVILLE PUBLIC SCHOOLS IMPORTANT LINKS:	5
INTRODUCTION AND MISSION/VISION STATEMENTS	6
MISSION STATEMENT	6
VISION STATEMENT	6
GALILEO SCHOOL QUALITY PROFILE	7
ADMINISTRATIVE STAFF	7
THE INTERNATIONAL BACCALAUREATE (IB) PROGRAMME	7
IB DIPLOMA PROGRAMME	7
IB CERTIFICATE	7
IMPORTANT IB LINKS	7
THE MIDDLE YEARS PROGRAMME (MYP)	8
THE IB LEARNER PROFILE	8
GALILEO'S BELL SCHEDULE	9
2024-2025 DISTRICT CALENDAR	11
SCHOOL PROCEDURES	12
ANNOUNCEMENTS	12
CHANGE OF CONTACT INFORMATION	12
DELAYS AND CLOSINGS	12
GRADUATION CEREMONY & TICKETS	12
FOOD SERVICES	12
MEDICATION	12
NEWS MEDIA/SOCIAL MEDIA COVERAGE	13
PLEDGE OF ALLEGIANCE	13
MOMENT OF SILENCE	13
RESEARCH CENTER	13
SCHOOL SAFETY & EMERGENCY DRILLS	13
STUDENT DRIVERS	14
PARENT AND COMMUNITY VOLUNTEERING	14
CONTACT FOR COMPLAINTS	14
FERPA	14
STUDENT CONDUCT	15
STUDENT CODE OF RESPONSIBILITIES, EXPECTATIONS, AND SUPPORT- CORES	15
DRESS CODE	15
ELECTRONIC DEVICE/CELL PHONE/SMARTWATCHES POLICY	16
ACADEMIC INTEGRITY	17
	2

RANDOM ADMINISTRATIVE SEARCHES	17
ACCEPTABLE USE AGREEMENT	17
BULLYING	17
TITLE IX	18
ATTENDANCE REGULATIONS	18
ATTENDANCE PROTOCOLS	18
EXTRACURRICULAR ACTIVITIES & ATTENDANCE	19
TARDY TO SCHOOL	19
EARLY DISMISSAL	20
MAKEUP WORK POLICY	20
INSTRUCTIONAL INFORMATION	20
VDOE SCHOOL QUALITY PROFILE	20
VDOE STANDARDS & DPS CURRICULUM AND ASSESSMENTS	20
GUIDELINES FOR THE USE OF ARTIFICIAL INTELLIGENCE SOFTWARE (AIS)	20
GRADING POLICY	20
CALCULATIONS OF FINAL GRADES	21
FINAL EXAMS	21
CRITERIA OF EXAM EXEMPTIONS	22
HOMEWORK POLICY	22
SCHOOL COUNSELING OVERVIEW	22
COURSE REGISTRATION	23
SCHEDULING EXPECTATIONS	23
DROP / ADD PROCEDURES	23
VIRTUAL VIRGINIA COURSES	24
PROMOTION STANDARDS	24
HONORS AND PROMOTION CEREMONIES GUIDANCE	24
STANDARD AND VERIFIED CREDITS	24
LOCALLY AWARDED VERIFIED CREDITS	25
For students entering the ninth grade for the first time prior to the 2018-2019 academic year (under 8VAC20-131-50):	25
For students entering the ninth grade for the first time in the 2018-2019 academic year and thereafter (under 8VAC20-131-51):	26
DIPLOMA SEALS	26
STRANDS	26
Advanced Publications Strand	27
Advanced Theatre Stand	27
HONOR GRADUATES	27
CLASS RANK	27
HIGH SCHOOL HONOR ROLL	27
TRANSCRIPTS	28
HIGH SCHOOL COURSES TAKEN IN MIDDLE SCHOOL	28
GRADUATION REQUIREMENTS	28
SCHOOL COUNSELING CHECKLIST FOR STUDENTS AND PARENTS	29
9th Graders	29

10th Graders	29
11th Graders	30
12th Graders	30
FALL	30
SPRING	30
TESTING	31
FACTS ABOUT THE SOL's	31
PSAT/NMSQT	31
SAT REASONING TEST AND SAT SUBJECT TEST	32
ACT ASSESSMENT	32
ADVANCED PLACEMENT (AP) EXAMINATIONS	32
INTERNATIONAL BACCALAUREATE PROGRAMME EXAMINATIONS	33

DPS VISION, MISSION, BELIEF STATEMENTS



SUPERINTENDENT

Dr. Angela Hairston

SCHOOL BOARD

Ty'Quan Graves, Chair

Tyrell Payne, Vice Chair

Keisha Averett

Dr. Philip Campbell

Charles McWilliam III

Dr. Keith Silverman

TaKessa (Keisha) Walker

VISION:

We envision a school division that cultivates excellence for all.

MISSION:

The mission of Danville Public Schools is to inspire, educate, and develop students, in collaboration with families and the community, to ensure students graduate college and/or career ready.

BELIEF STATEMENTS:

1. We believe all students should have equitable access to learning, such that they enter Kindergarten ready to learn and graduate high school on time.
2. We believe in using data to make decisions for continuous improvement involving all stakeholders.
3. We believe that all staff and students should promote positive and engaging learning environments.
4. We believe in collaborating and communicating with the community to create learning opportunities that are an extension of the classroom experience.
5. We believe in celebrating success.

DANVILLE PUBLIC SCHOOLS IMPORTANT LINKS:

Link to [District Strategic Plan](#)

Link to [Instructional Policies and Regulations](#)

INTRODUCTION AND MISSION/VISION STATEMENTS



Welcome to Galileo Magnet High School! The administration and faculty are dedicated to providing a safe and orderly environment that enhances the educational process. The policies and procedures provided in the handbook are to make you aware of the rules and regulations that will help you adjust to our school and become an integral part of it. It is our hope that you will become familiar with all that Galileo Magnet High School has to offer, obey all rules and regulations, and build memories that will last a lifetime.

Rules and regulations contained within this publication are not all-inclusive, and the administration reserves the right to address other discipline acts in a fair and equitable manner. The administration also reserves the right to assess rules and regulations on an individual basis and act accordingly. Additionally, the rules and regulations contained within this publication apply on the entire campus (parking lot, etc.) and whenever a student is representing the school off-campus.

The School District does not discriminate on the basis of race, color, national origin age, sex or disability, in admission or access to, or treatment or employment in its programs and activities. Any person having inquiries concerning the School's compliance with the regulations implementing Title VI of the Civil Rights Act of 1964 (Title VI), Section 504 of the Rehabilitation Act of 1973 (Section 504), or Title II of the Americans with Disabilities Act of 1990 (ADA), may contact the Assistant Superintendent or Human Resources.

Disclaimer: The Student Handbook is a general reference guide only and is designed to be in harmony with board policy and the Student Code of Conduct. Please be aware that it is not a complete statement of all policies, procedures, or rules that may be applicable in a given circumstance. In case of conflict between board policy (including the Student Code of Conduct) and any provisions of Student Handbooks, the provisions of board policy and the Student Code of Conduct are to be followed. Also, please be aware that the handbook is updated yearly, while policy adoption and revision may occur throughout the year. Changes in policy or other rules that affect Student Handbook provisions will be made available to students and parents through newsletters or other communications.

MISSION STATEMENT

Galileo Magnet High School, in partnership with family and community, will provide to all students a balanced, diverse, and challenging educational experience that emphasizes individual responsibility in a global society by:

- Implementing an invigorating and rigorous learning environment that challenges students to think critically and develop inquiry skills.
- Challenging students to take advantage of the IB programme.
- Encouraging students to become caring, culturally responsive communicators and learners.
- Preparing students for the demands of the 21st century and to become knowledgeable of the world in a larger context.
- Providing a safe environment that encourages students to be risk takers in their role as a student and in their future endeavors.

VISION STATEMENT

Galileo Magnet High School aims to prepare all students to become life-long learners who are risk takers, inquirers, scholars, and principled future leaders.

GALILEO SCHOOL QUALITY PROFILE

<https://schoolquality.virginia.gov/schools/galileo-magnet-high>

ADMINISTRATIVE STAFF

Title	Name	Email	Phone Number
Principal	Michelle Ramsey	amramsey@mail.dps.k12.va.us	434-773-8186 ext. 222
Assistant Principal	Shannon Johnson	sjohnson1@mail.dps.k12.va.us	434-773-8186 ext. 223
Secretary/Bookkeeper	Anika White	awhite@mail.dps.k12.va.us	434-773-8186 ext. 221
Attendance Clerk	Brittney DeJournette	bdejourn@mail.dps.k12.va.us	434-773-8186 ext. 261
School Counselor	Janelle Blackwell	jblackwell@mail.dps.k12.va.us	434-773-8186 ext. 264

THE INTERNATIONAL BACCALAUREATE (IB) PROGRAMME



Galileo Magnet High School is an International Baccalaureate (IB) School. When students enter in the ninth grade, they begin to prepare for the IB Programme. Any student who is enrolled in an IB course is required to sit for the IB exams which will be administered in May.

IB DIPLOMA PROGRAMME

The Diploma Programme is a rigorous course of study that is completed during the eleventh and twelfth grade years. Subjects of study are Language A1 (English), Language B, Individuals and Societies, Experimental Sciences, Mathematics and Computer Science, and Arts/Psychology. In addition, students are required to complete an Extended Essay, participate in Creativity/Action/Service projects, and complete the required Theory of Knowledge course and its requisites. IB Standard Level (SL) courses are one year courses, and IB Higher Level (HL) courses are two year courses.

[Sample IB Diploma Candidate Schedule 11th and 12th Grade](#)

IB CERTIFICATE

Students may opt to receive an IB certificate as opposed to receiving the IB Diploma. This allows students who take any number of IB courses to receive, if successful, a certificate of proof that the students have passed the IB course(s). Certificate students may not register to submit externally assessed Theory of Knowledge coursework or the Extended Essay. Many colleges recognize the certificate as a criterion to be exempt from college coursework at the freshman level.

IMPORTANT IB LINKS

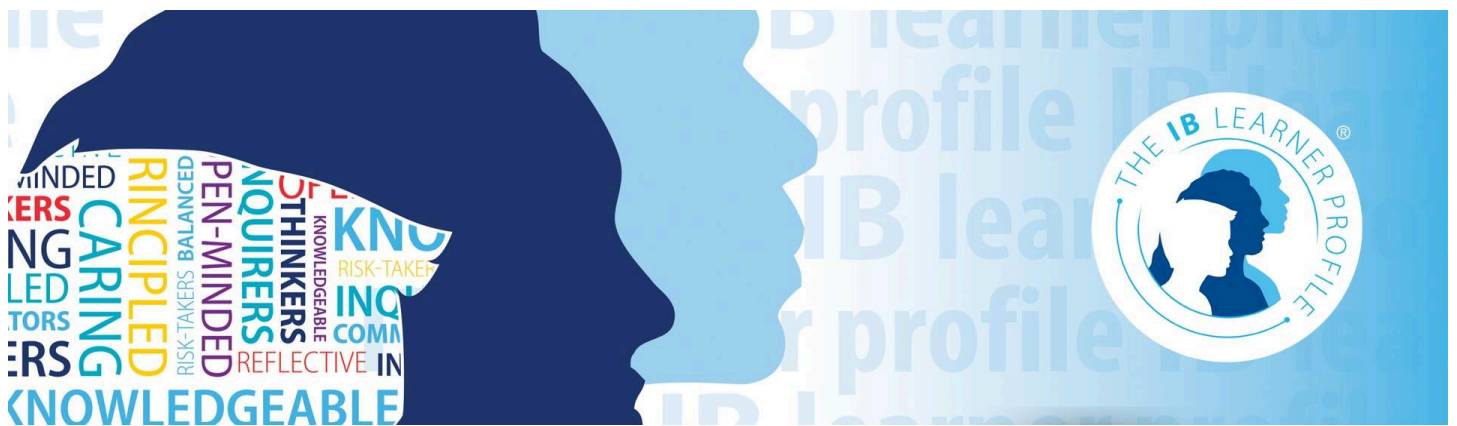
- [IB Policies](#)
- [IB Student CAS Manual](#)
- [IB Student Extended Essay Guide](#)

THE MIDDLE YEARS PROGRAMME (MYP)



Beginning the 2021-2022 school year, Galileo Magnet High School began the candidacy stage of implementation of the Middle Years Programme. The Middle Years Programme is a challenging framework that encourages students to make practical connections between their students and the real world. Students who complete the Middle Years Programme are well-prepared to undertake the IB Diploma Programme offered in their junior and senior years. MYP comprises eight subject groups: Language acquisition, Language and literature, Individuals and societies, Sciences, Mathematics, Arts, Physical and health education and Design. The MYP aims to help students develop their personal understanding, their emerging sense of self and responsibility in their community.

THE IB LEARNER PROFILE



All Galileo Magnet High School students will strive to be IB learners. As IB learners, we strive to be **inquirers, knowledgeable, thinkers, communicators, principled, open-minded, caring, risk-takers, balanced, and reflective**. These 10 attributes are valued by IB World Schools. We believe these attributes, and others like them, can help individuals and groups become responsible members of local, national and global communities.



GALILEO'S BELL SCHEDULE

GALILEO MAGNET HIGH SCHOOL 2024-2025 BELL SCHEDULE

Daily Bell Schedule

BLOCK	START	FINISH	TIME
ARRIVAL	8:05AM	8:25AM	0:20
1ST BLOCK (1-2) Yearlong (1) Yearlong (2)	8:30AM 8:30am 9:16am	10:00AM 9:14am 10:00am	1:30 0:44 0:44
2ND BLOCK (3-4) Yearlong (3) Yearlong (4)	10:05AM 10:05am 10:51am	11:35AM 10:49am 11:35am	1:30 0:44 0:44
3RD BLOCK (5-6)/LUNCH Yearlong (5) Yearlong (6)	11:40AM 11:40am 12:57pm	1:40PM 12:24pm 1:40pm	2:00 0:44 0:43
4TH BLOCK (7-8) Yearlong (7) Yearlong (8)	1:45PM 1:45pm 2:31pm	3:15PM 2:29pm 3:15pm	1:30 0:44 0:44

Daily Lunch Schedule

1st Lunch - 11:35AM - 12:05PM

2nd Lunch- 12:22 - 12:52PM

Lunch is assigned based on
3rd block teacher

*Senior privilege: Seniors that are currently
passing all courses are allowed to leave
for lunch 10 minutes early*

GALILEO MAGNET HIGH SCHOOL

2024-2025 BELL SCHEDULE

Assembly Schedule

Arrival - 8:05AM - 8:25AM (20 mins)

1st Block - 8:30AM - 9:45AM (75 mins)

2nd Block - 9:50AM - 11:05AM (75 mins)

3rd Block - 11:10AM - 1:00PM (110 mins)

-1st Lunch - 11:10AM - 11:40AM

-2nd Lunch - 12:30PM - 1:00PM

4th Block - 1:05PM - 2:20PM (75 mins)

Assembly - 2:25PM - 3:15PM (50 mins)

Early Release Schedule

Arrival - 8:05AM - 8:25AM (20 mins)

1st Block - 8:30AM - 9:15AM (45 mins)

2nd Block - 9:20AM - 10:05AM (45 mins)

3rd Block - 10:10AM - 10:55AM (45 mins)

Bag Lunch (3rd) - 10:55AM - 11:25AM (30 mins)

4th Block - 11:30AM - 12:15PM (45 mins)

No senior privilege on this day

Two-Hour Delay Schedule

Arrival - 10:05AM - 10:25AM (20 mins)

1st Block - 10:30AM - 11:30AM (60 mins)

Bag Lunch (2nd) - 11:35AM - 12:05PM (30 mins)

2nd Block - 12:05PM - 1:05PM (60 mins)

3rd Block - 1:10PM - 2:10PM (60 mins)

4th Block - 2:15PM - 3:15PM (60 mins)

No senior privilege on this day

2024-2025 DISTRICT CALENDAR

Updated 6_12 Final_Academic Calendar SY24-25.pdf



Academic Calendar 2024-25

July 2024							August 2024							September 2024							October 2024										
Su	M	T	W	Th	F	Sa	Su	M	T	W	Th	F	Sa	Su	M	T	W	Th	F	Sa	Su	M	T	W	Th	F	Sa				
	1	2	3	4	5	6					1	2	3	1	2	3	4	5	6	7			1	2	3	4	5				
7	8	9	10	11	12	13	4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	21				
14	15	16	17	18	19	20	11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19				
21	22	23	24	25	26	27	18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26				
28	29	30	31				25	26	27	28	29	30	31	29	30						27	28	29	30	31						
							1 - PD & Data &/or Teacher Workday 2 - Teacher Workday 5 - Open House 6 - PD & Data Day & Convocation 7 - First Day of School							2 - Labor Day - Holiday 11 - Q1 Progress Reports 18 - Conference Day/Early Release							10 - Q1 Ends 11 - PD & Data Day 14 - Teacher Workday 16 - Q1 Report Cards										
November 2024							December 2024							January 2025							February 2025										
Su	M	T	W	Th	F	Sa	Su	M	T	W	Th	F	Sa	Su	M	T	W	Th	F	Sa	Su	M	T	W	Th	F	Sa				
					1	2	1	2	3	4	5	6	7				1	2	3	4							1				
3	4	5	6	7	8	9	8	9	10	11	12	13	14	5	6	7	8	9	10	11	2	3	4	5	6	7	8				
10	11	12	13	14	15	16	15	16	17	18	19	20	21	12	13	14	15	16	17	18	9	10	11	12	13	14	15				
17	18	19	20	21	22	23	22	23	24	25	26	27	28	19	20	21	22	23	24	25	16	17	18	19	20	21	22				
24	25	26	27	28	29	30	29	30	31					26	27	28	29	30	31		23	24	25	26	27	28					
5 - Election Day - Teacher Workday 11 - Veteran's Day - Holiday 20 - Q2 Progress Reports 27-29 - Thanksgiving Break - Holiday							28 - Last Day of Semester 1 23-31 - Winter Break - Holiday							1-3 - Winter Break - Holiday 6-7 - PD & Data &/or Teacher Workday 8 - First Day of Semester 2 15 - Q2 Report Cards 20 - MLK Jr. Day - Holiday							12 - Q3 Progress Reports 17 - PD & Data Day 19 - Conference Day/Early Release 18 - Teacher Workday										
March 2025							April 2025							May 2025							June 2025										
Su	M	T	W	Th	F	Sa	Su	M	T	W	Th	F	Sa	Su	M	T	W	Th	F	Sa	Su	M	T	W	Th	F	Sa				
						1			1	2	3	4	5					1	2	3	1	2	3	4	5	6	7				
2	3	4	5	6	7	8	6	7	8	9	10	11	12	4	5	6	7	8	9	10	8	9	10	11	12	13	14				
9	10	11	12	13	14	15	13	14	15	16	17	18	19	11	12	13	14	15	16	17	15	16	17	18	19	20	21				
16	17	18	19	20	21	22	20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	26	27	28				
23	24	25	26	27	28	29	27	28	29	30				25	26	27	28	29	30	31	29	30									
30	31						14-17 - Spring Break - Holiday 18 & 21 - Easter - Holiday 30 - Q4 Progress Reports							26 - Memorial Day - Holiday 28 - Last Day of School/Q4 Report Cards 29-30 - Teacher Workdays 30 - Graduation *High Schools will run an early release schedule on exam days (May 22-28).																	
14 - Q3 Ends 17 - Teacher Workday 19 - Q3 Report Cards																															
KEY																					SCHOOL HOLIDAYS										
	First day for students											Open House										First Semester					Second Semester				
	Quarter Ends (Q1 & Q3)											Teacher Work Days (No school for students)										Labor Day Sept. 02, 2024					MLK Jr. Day Jan. 20, 2025				
	Last day of first semester - End of Q2											Professional Development (PD) & Data Days (No school for students)										Veteran's Day Nov. 11, 2024					Spring Holiday Apr. 14-17, 2025				
	First day of second semester											Holidays (No school)										Thanksgiving Holiday Nov. 27-29, 2024					Easter Holiday Apr. 18 & 21, 2025				
	Last day for students - End of Q4											Graduation										Winter Holiday Dec. 23, 2024 - Jan. 07, 2025					Memorial Day May 26, 2025				
	Parent Conference - Early Release											Progress Reports/Report Cards															Juneteenth June 19, 2025				

Revised June 12, 2024

SCHOOL PROCEDURES

ANNOUNCEMENTS

An announcement slideshow will be made available to students during the school day and can also be viewed at <https://galileo.danvillepublicschools.org/> **Students are responsible for being aware of the daily announcements.** Additionally, no posters, flyers or written material may be displayed throughout the school without prior approval from the administration. Putting up unapproved materials may result in disciplinary action.

CHANGE OF CONTACT INFORMATION

Any time a student changes his/her place of legal residence, it is the responsibility of the parent to immediately inform the main office and provide the necessary documentation. Failure to notify the school of changes in address may make parents liable for payment of tuition charges if appropriate guidelines are not followed. Additionally, please keep the office informed of changes to phone numbers/email addresses for parents/guardians and emergency contacts.

DELAYS AND CLOSINGS

School closings will be announced via the following methods: On the Danville Public Schools Website at <http://www.danvillepublicschools.org/>, Blackboard phone calls and local media outlets

GRADUATION CEREMONY & TICKETS

Students are required to abide by the graduation dress code and requirements as set forth in the Commencement Ceremony Agreement. Additionally, graduation candidates are given a set amount of tickets depending on availability. The school is not responsible for/nor determines who receives these tickets to attend. It is at the discretion of the candidate to whom they choose to give a ticket for commencement exercises.

FOOD SERVICES

All students are provided a free breakfast and lunch each school day. They may bring a bag lunch. Milk, water and other items will be available for purchase during meal service. Additional items can be paid for by sending money or adding money to your child's My Payment Plus account using a debit or credit card. No charging is allowed for additional items purchased from the cafeteria. Adult meal pricing is à la carte. Elementary schools may provide ice cream at lunch for purchase.

The cafeteria is a lunch room and also a place where good human relations can be developed. Each student is expected to practice rules of good manners. Some simple rules of courteous behavior which should help make the cafeteria pleasant include:

- Food should not be exchanged between students.
- Good dining room manners should be observed at the tables.
- The table and surrounding area should be left as clean and orderly as possible.
- Chairs should be replaced under the table and all paper and milk cartons should be put in the proper containers.
- Students should not solicit food from other students.
- **Outside branded food is not allowed in the cafeteria.**

MEDICATION

[DPS Policy JHCD Administering Medicines to Students](#)

Medications Prescribed for Individual Students

- Employees of School Board of the City of Danville may give medication prescribed for individual students only pursuant to the written order of a physician, physician assistant, or nurse practitioner and with written permission

from the student's parent or guardian. Such medicine must be in the original container and delivered to the principal, school nurse, or school division designee by the parent or guardian of the student.

Nonprescription Medications

- Employees of the School Board of the City of Danville may give nonprescription medication to students only with the written permission of the parent or guardian. Such permission shall include the name of the medication, the required dosage of the medication, and the time the medicine is to be given. Such medicine must be in the original container and delivered to the principal, school nurse, or school division designee by the parent or guardian of the student.

NEWS MEDIA/SOCIAL MEDIA COVERAGE

From time to time, news reporters may use photos or videotape of students in incidental news coverage. In addition, our school's social media sites are frequently updated with events pertaining to Galileo. A parent who objects to a student's image being used should notify the school and complete the necessary form at the beginning of each academic school year. If a student is to be interviewed on school property by the news media, parental permission is required.

PLEDGE OF ALLEGIANCE

Legal Refs: 4 U.S.C. § 4. *Code of Virginia, 1950, as amended, § 22.1-202.*

The Pledge of Allegiance, as established in 4 U.S.C. § 4, is recited daily in each classroom of the Danville school division. During the recitation of the Pledge, students shall stand and recite the Pledge while facing the flag with their right hands over their hearts or in an appropriate salute if in uniform.

No student is compelled to recite the Pledge if the student or the student's parent or legal guardian objects on religious, philosophical, or other grounds to the student's participation in this exercise. Students who are exempt from reciting the Pledge shall quietly stand or sit at their desks while others recite the Pledge and shall make no display that disrupts or distracts those who are reciting the Pledge.

Appropriate accommodations are made for students who are unable to comply with the procedures described herein due to disability.

MOMENT OF SILENCE

Legal Ref.: *Code of Virginia, 1950, as amended, § 22.1-203.*

The Danville School Board recognizes that a moment of silence before each school day prepares students and staff for their respective work or school days. Therefore, each teacher shall observe a one-minute moment of silence at the beginning of the first class of each school day.

During such period of silence, the teacher responsible for each classroom takes care that all students remain seated and silent and make no distracting display so that each pupil may, in the exercise of individual choice, meditate, pray, or engage in any other silent activity which does not interfere with, distract, or impede other pupils in the like exercise of individual choice.

RESEARCH CENTER

During the school day, students should have a pass from the teacher accountable for them at the time to be in the Research Center.

SCHOOL SAFETY & EMERGENCY DRILLS

A critical ingredient in the safe school recipe is the classroom response to an incident at school. Weather events, fire,

accidents, intruders and other threats to student safety are scenarios that are planned and trained for by students, teachers, staff, and administration. [DPS Policy EBCB](#) outlines required school safety drills. Each school conducts Fire, Lockdown, Tornado and Emergency Bus Drills each year. In addition to drills, training is provided to each student and employee at least once each school year on safety procedures in the event of an emergency situation on school property.

1. Lockout – “Secure the Perimeter”
2. Lockdown – “Locks, Lights, Out of Sight”
3. Evacuate – “To the Announced Location”
4. Shelter – “Using Announced Type and Method”

*Protocols provided by **ALICE training modules***

STUDENT DRIVERS

Student drivers will be required to register their vehicle and purchase a parking permit from the school's main office. These permits are \$20.00 and must be displayed on the rear view mirror. Failure to obtain a parking permit may result in loss of driving privileges. Student drivers are expected to leave campus by 3:45 p.m. unless staying for a school-sponsored event. Seniors are allowed off-campus lunch privileges with appropriate documentation received by the school's administration.

PARENT AND COMMUNITY VOLUNTEERING

Persons wishing to volunteer at the school should view the Danville Public Schools Volunteer Policy and fill out an application in the main office.

CONTACT FOR COMPLAINTS

Start with the Teacher, then the AP if appropriate, then the Principal. Complaints to the District Office should be directed to Dr. Wayne Lyle by calling 434-799-6400 ext. 232. You may also submit a Let's Talk via the school and district website.

FERPA

The school division annually notifies parents and eligible students of their rights under the Family Educational Rights and Privacy Act (FERPA). Details are included in [DPS Policy JO Student Records](#).

STUDENT CONDUCT

STUDENT CODE OF RESPONSIBILITIES, EXPECTATIONS, AND SUPPORT- CORES

Please refer to the [DPS Student Code of Conduct and Support - CORE](#) - for specifics regarding student behavior expectations. Please note that the Student Dress Code is also included in this code. It is the belief of the Danville School Board that all students have the right to an environment that is safe, drug free and conducive to learning. To that end, student conduct policy sets forth standards for student conduct. The primary objectives of the Student Code of Responsibilities, Expectations and Support (Student CORES) are:

1. To provide standards and guidelines for student behavior;
2. To assist each student in becoming a responsible, productive and self-disciplined citizen; and
3. To maintain a safe and orderly environment in the classroom and all other areas of the school.

The Student Code of Responsibilities, Expectations and Support (Student CORES) applies to any student who is on school property, who is in attendance at school or at any school-sponsored activity, or whose conduct at any time or place has a direct and immediate effect on maintaining order and discipline in the Danville Public Schools or on the health, safety or welfare of the students or employees of the division. For students with disabilities, the procedure of the individuals with Disabilities Education Act (IDEA) shall be applied.

DRESS CODE

The dress code should serve to support all students in developing a successful educational environment. Any school dress code enforcement actions should minimize the potential loss of education time. Administration and enforcement of the dress code will be consistent across the student body, regardless of gender, race, and ethnicity. A student's attire and appearance should not be indecent, disrupt the learning environment, or cause health and/or safety problems in the educational environment.

Students **MUST** wear:

- Tops and bottoms, or the equivalent (dresses, etc.)
- Shoes (sandals are permissible, but appropriate athletic shoes must be worn in PE class and additional caution should be taken by students at recess.) ***The School Board and/or Danville Public Schools is not responsible for any injuries that may occur due to students who wear improper shoes.*
- Shoes must be worn at all times on school grounds.
- Pants must be worn at the waist.
- If holes are 4 inches above the knee in pants, leggings or shorts must be worn underneath with no visible skin.

Students **MAY NOT** wear:

- Visible underwear or bathing suits of similar designs
- Clothing using images or language depicting drug use, alcohol, any illegal activities, threats, or discriminatory slogans
- Clothing that includes hate speech, profanity or pornography
- Images and/or language that creates a hostile or intimidating educational environment based on identity or class
- Hats, caps, scarves, sweatbands, bandanas, facemasks, or head covers inside a school building except (a) when worn because of religious beliefs, (b) when worn as a matter of health or safety, (c) when worn in connection with a school-sponsored program
- Headphones, earbuds, and electronic devices should be placed out of sight upon entering the building.
- Pajamas or sleepwear, bedroom slippers, costumes, or blankets are prohibited in the building, or on buses.
- Tops or dresses that reveal bare midriffs or cleavage are not allowed.
- Shirts and tops with the back out are not permitted.
- Mesh or see-through clothing is prohibited.
- Tops with large openings for the arms or that are split below the arms are not permitted.
- Students are not to wear clothing with language., symbols, or pictures that are offensive or suggestive, promote violence, are gang related, advertise illegal substances, or advertise tobacco or alcohol.
- Shorts, skirts, skorts, and dresses can be no shorter than 4 inches above the knee, both in the front and back.

- If tight-fitting pants, such as leggings, are worn, a dress or lengthy shirt that is no shorter than 4 inches above the top of the knee, both in the front and back, must also be worn.
- Weapon-related attire is prohibited.

Recommended Consequences for Dress Code Violations:

School administration should minimize loss of class time and notify the parents of the infraction.

Secondary

1st Offense – Warning with opportunity to change clothes to correct dress code violation;

2nd Offense- A second warning with opportunity to change clothes to correct dress code violation

3rd Offense- Administrative after-school detention

4th Offense-Please see (chronic disciplinary infractions)

***Continued infractions will result in additional consequences.*

ELECTRONIC DEVICE/CELL PHONE/SMARTWATCHES POLICY

The student use of any type of unauthorized electronic or mechanical device that is not part of the instructional program is prohibited during school hours. Video and/or audio recording of staff and/or students during the school day or school sponsored activity is prohibited. This shall include, but is not limited to: mobile phones, portable musical devices, laser pointers, cameras, laptop computers, MP3 players, iPods, portable DVD players, portable TV's, smart watches, etc.

Students may use cell phones at designated times and in accordance with the guidelines specified in the following section:

Secondary students may use their cell phones while riding the school bus by utilizing headphones, earbuds, and personal listening equipment so as not to disturb others. Secondary students may have cell phones in their possession. However, the phone must be turned off and stored out of sight after the first bell, or equivalent signifying the start of the school day. The phones must remain off until the last bell, or equivalent signifying the end of the school day.

Students may use their phones, with personal listening equipment such as earbuds, at after-hour, school sponsored events provided that they do not disrupt, or interfere with the events taking place.

Consequences for cell phone violations (PreK – 12th Grade)

Any prohibited device may be confiscated by the school administration and returned to the parent/guardian at a time deemed convenient for both the principal and parent/guardian (dates offered by the school shall be within 10 school days of the confiscation). If it is determined that a communication device used on or off school property caused a disruption in school, the school has the authority to discipline the students in accordance with the Student CORES.

- 1st Offense (PreK-12)-The cell phone will be confiscated by an administrator or designee and returned to the parent/guardian on a designated day and time to be convenient for both the administrator and the parent (dates offered by the school shall be within 10 schooldays). The student will receive a discipline referral-Warning.
- 2nd Offense-Afterschool detention or in-school suspension (Phone will be returned upon completion of detention).
- 3rd Offense-The student's cell phone privileges will be banned for the remainder of the year.

NOTE: *A school administrator may at his/her discretion confiscate the cell phone on any violation of the policy. The refusal to surrender a cell phone at the request of a school administrator shall result in the charge of failing to follow directions with a minimum consequence of a 3-day out-of-school suspension in addition to other consequences forthcoming from the violation of the cell phone policy. In the event that appropriate consequence exceeds the 10-day suspension authority of the school administrator, a recommendation for a long-term suspension may be considered. Confiscated phones are to be safeguarded by the school administrator and may be maintained for the duration of the disciplinary process. Confiscated phones will be returned to a parent/guardian but not prior to the conclusion of the school day.*

Danville Public Schools will not assume responsibility for the loss, destruction, damage or theft of confiscated items. Lost or stolen electronic devices are an administrative and/or civil issue. A student found using a cellular phone during a testing situation will have the phone immediately confiscated and will lose their cellular phone privileges for the remainder of the school year. Additionally, test results may be rendered invalid in this situation.

Note: *Cellular phone violations that also include other violations of the Student CORES are subject to additional and/or more severe interventions/consequences. Finally, as noted previously, in determining which of the disciplinary consequences are most appropriate, the following shall be considered: (a) the nature and seriousness of the violation, (b) the student's age and previous disciplinary record, and (c) any other relevant circumstances.*

ACADEMIC INTEGRITY

At Galileo, we hold our students to the highest standard of academic integrity. Therefore, Galileo students will review and sign an honor pledge on major assessments and assignments. Galileo's honor pledge will be posted in every classroom. Students that are identified as breaking the honor code will present their case to the honor code panel committee. The committee will review the documents presented and determine consequences in accordance with the Danville Public Schools CORES.

Students who use cheat notes on an assignment, photographic images of notes, plagiarized papers, plagiarized projects, inappropriate internet access (via cell phone or computer), texting, or any other form of academic dishonesty will be given a zero on that assignment **in addition to** the disciplinary consequences as prescribed by the DPS Code of Conduct. In addition to the zero, and the disciplinary action prescribed by the DPS Code of Conduct, a referral for Misrepresentation or Cheating will result in a loss of club and graduation recognition where honesty and good citizenship is a requirement. Examples include (but are not limited to) the BETA Club or Graduate of Distinction. For more information on academic integrity and honesty, please refer to the [IB Policies](#).

RANDOM ADMINISTRATIVE SEARCHES

Galileo Magnet High School is committed to providing a safe and disciplined school environment, conducive to learning. Administrators will conduct blanket, random administrative searches in two ways. First, personal searches may be conducted using metal detection. The scope of these searches may include students and other persons seeking admission to school grounds or present on school grounds. An inspection of belongings may accompany a metal detection search. Metal detection searches are conducted using a walk-through metal detection unit, a hand-held wand unit, or both. Second, property searches may be conducted using K-9 units acting as agents of the school administration. Either private or law enforcement K9 units may be employed. Property searches using K-9 units may include areas such as, but not limited to, desks, lockers, and motor vehicles. Students and non-essential staff will be limited from having contact with K-9 units.

ACCEPTABLE USE AGREEMENT

DPS Policy IIBEA-R states "Acceptable use is defined as appropriate use that is consistent with the mission of Danville Public Schools, to include instruction, research for educational purposes and to conduct the business of the school division. Students and staff are prohibited from using the Division's computer equipment and electronic resources for sending, viewing, or downloading illegal or inappropriate written, photographic, or video material from the Internet or individual sources. Doing so is a violation of the DPS Acceptable Use Policy and may result in the loss of use privileges for any faculty, staff or student." Please refer to the full policy for additional details.

BULLYING

DPS Policy Code JFC details expectations for Student Conduct. Within this policy bullying is prohibited. "Bullying" means any aggressive and 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" includes cyber bullying. "Bullying" does not include ordinary teasing, horseplay, argument or peer conflict.

TITLE IX

[DPS Policy JFHA](#) outlines prohibition of harassment and discrimination for students. These policies also contain the current Title IX grievance process.

Danville Public Schools does not discriminate on the basis of sex in its educational programs or activities and complies with Title IX of the Educational Amendments of 1972 (Title IX) and all interpreting regulations. This policy applies to students, independent contractors, volunteers, and terms and conditions of employment, including, but not limited to, hiring, training, promotion, discipline, compensation, benefits, and termination of employment.

Inquiries about the application of Title IX and the regulations may be referred to the Title IX Coordinator, the Assistant Secretary for Civil Rights at the United States Department of Education, or both.

Harassment:

Danville Public Schools believes that students are entitled to learn and study in an environment that is free from harassment based on race, color, national origin, sex, disability, age, religion, marital status, military or veteran status, sexual orientation, gender identity, pregnancy, childbirth or related medical condition, or genetic information. If evidence of harassment is determined, a student will be subject to disciplinary action up to and expulsion. (JFHA)

Retaliation against students who report harassment or participate in any related proceedings is prohibited. Behavior that is not unlawful or does not rise to the level of illegal harassment or retaliation may nevertheless be unacceptable for the educational environment. Demeaning or otherwise harmful actions are prohibited. Students are expected to respect the rights of others at all times. Any questions or individual complaints involving harassment should be referred to the principal or any school administrator.

ATTENDANCE REGULATIONS

ATTENDANCE PROTOCOLS

Students may arrive no earlier than 8:00 a.m. (report to the cafeteria) and should leave campus no later than 3:45 p.m. unless directly supervised. Check outs will not occur after 3:00pm. Administration may allow checkouts after 3:00pm for extenuating circumstances.

DPS Policy JED states, "Each parent/guardian or person having control or charge of a child within the compulsory attendance age is responsible for such child's regular and punctual attendance at school as required under provisions of the law.

Parents of students who are absent must inform the school of the reason for the absence no later than upon the student's return to school. Absences are excused for the following reasons:

1. 4-H Educational Program of Activity (maximum 3 school days)
2. Civic Event (1 day per academic year)
3. Court Appearance (required)
4. Death in the family
5. Extenuating circumstances which are determined by the School Personnel
6. Field Trips and/or school authorized activities
7. Illness
8. Religious holiday
9. Pow Wow Federally-recognized tribal nation headquartered in VA (1 per academic year)

NOTES:

- ***Any absence that does not meet the above definitions will be unexcused.***
- ***Letters will be mailed at 3 and 5 unexcused absences.***
- ***Parents and students will be referred to the Truancy Response Team after the seventh unexcused absence.***

Per DPS Policy IGC-R, Effective August 2024, students in grades 9-12 must attend at least 90 percent of the class days to receive course credit.

It is important to note that all absences, irrespective of being excused or unexcused, are considered when evaluating attendance. In the event that a student's attendance falls below 90%, they will not be eligible to receive credit for the course. However, students can regain their course credit by participating in the division's meaningful engagement options, such as attending Saturday sessions, after-school programs, and/or Summer School.

Gradebook

If a student's attendance falls below 90%, they will receive an "AF" marking, equivalent to a 59% grade.

Attendance Failure Appeals Process:

Level 1:

- If a parent or guardian disagrees with the decision, they may file an appeal. The appeal should be submitted in writing to the principal and include any relevant information the parent or guardian wishes to be considered. The appeal must be received within ten (10) business days of the final grading period.
- The principal will review the appeal and provide a written decision with the rationale within five (5) business days of receiving the appeal notice (Form IGC-R6).

Level 2:

- If the parent or guardian still wishes to appeal after receiving the principal's decision, they may write their appeal to the Superintendent or Chief Operations Officer.

EXTRACURRICULAR ACTIVITIES & ATTENDANCE

To participate in school activities outside of school hours, a student must have attended school two full blocks the day of the activity. This includes the Friday prior to a weekend event. Examples include Saturday athletic events, academic competitions, prom and other school events.

TARDY TO SCHOOL

All students late to school are required to report to the office immediately upon their arrival on school grounds. Parental notification to the Galileo office will be required in all cases of legitimate student tardiness. **Students with excessive unexcused tardies to school or to class will be referred for disciplinary action.**

Five excusable reasons for student tardies are: (1) Personal illness; (2) An appointment with a healthcare professional that **MUST** be made during the regular school day (documentation may be requested); (3) Observance of a recognized religious holiday when the observance is required during the school day; (4) A family emergency; (5) A planned absence for a personal or educational purpose which has been approved **in advance** by school administration.

TARDY TO CLASS

Students who are legitimately detained by a teacher, staff member, or the office will request a pass from the person who has detained them to present to their next teacher. Late passes are **NOT** available from the office unless the office is directly responsible for the tardiness. A student is tardy if he/she is not in the classroom by the end of the tardy bell. All teachers will make students aware at the time of the tardy.

Consequences for an unexcused tardy to class are:

- 1st tardy – warning by the teacher
- 2nd tardy – parent contact by teacher
- 3rd tardy – discipline referral - parent conference
- 4th tardy – discipline referral- lunch detention
- 5th tardy – discipline referral- ISS
- 6th tardy and all subsequent tardies may result in out of school suspension

**Tardies that are a result of a student who drives to school may have their driving privileges revoked.*

EARLY DISMISSAL

Students wishing to leave early should follow this procedure:

- Present a note from parent/guardian with a valid phone number to validate the note.
- Receive a Check Out Pass in the main office.
- Present the Check Out Pass to the classroom teacher if leaving during a class period.
- Sign out in the office when leaving.

MAKEUP WORK POLICY

For excused absences, it is the responsibility of the student to secure and complete the missed assignments in consultation with the teacher. Students have five (5) school days to get assignments from teachers upon return.

INSTRUCTIONAL INFORMATION

VDOE SCHOOL QUALITY PROFILE

The school's individual Virginia School Report Card as well as the division's Virginia Report Card (specific to student achievement and teacher quality) can be found on the Danville Public Schools website at <http://www.danvillepublicschools.org> or the Virginia Department of Education's website at [Virginia School Quality Profiles](http://www.virginia.gov/schoolquality) or by clicking this link: <https://schoolquality.virginia.gov/schools/galileo-magnet-high>

VDOE STANDARDS & DPS CURRICULUM AND ASSESSMENTS

Information regarding how to access state standards and the division's assessment can be found at <http://www.doe.virginia.gov/testing/index.shtml> and the [State and Local Assessment Guide](#). The division's local curriculum can be accessed via the Canvas Learning Management System. Please check with each school regarding login information.

GUIDELINES FOR THE USE OF ARTIFICIAL INTELLIGENCE SOFTWARE (AIS)

Parents and student may view the guidelines on AIS in the DPS [Final Instructional Program Policies & Regulations](#) pages 97-100.

GRADING POLICY

Grading regulations are outlined in DPS Policy IGCA

Student performance in Grades 9-12 will be reported by numerical grades on a 100-point grading scale.

Grade Point Average

Students' Grade Point Average (GPA) is based on the sum of quality points for grades in completed courses divided by the number of credits attempted. Students are ranked in their class by their GPA.

For students entering the ninth grade for the first time prior to the 2022-2023 academic year, the following weighted grading system will be utilized:

Letter Grade	Percent Grade	Quality Points Traditional	Quality Points Advanced/DE	Quality Points (AP/AET/Gov School)	IB
--------------	---------------	----------------------------	----------------------------	------------------------------------	----

A	90-100	4 points	4.5 points	5 points	5.5 points
B	80-89	3 points	3.5 points	4 points	4.5 points
C	70-79	2 points	2.5 points	3 points	3.5 points
D	60-69	1 point	1.5 points	2 points	2.5 points
F	below 60	0 points	0 points	0 points	0 points

For students entering the ninth grade for the first time in the 2022-2023 academic year and thereafter, the following weighted grading system will be utilized:

Letter Grade	Percent Grade	Quality Points Traditional	Quality Points Honors/Advanced	Quality Points (AP/IB/DE/CE/AET/Gov School)
A	90-100	4 points	4.5 points	5 points
B	80-89	3 points	3.5 points	4 points
C	70-79	2 points	2.5 points	3 points
D	60-69	1 point	1.5 points	2 points
F	below 60	0 points	0 points	0 points

Designated high school courses for which a student earns an A, B, or C, because of the level of difficulty and time required for mastery, will carry an additional weight of 0.5-1 quality point when final Grade Point Averages (GPAs) are computed. Weighted courses will include all Honors or Advanced courses, Advanced Placement (AP) courses, courses taught at the Governor's School for Science and Technology, Academy of Engineering & Technology (AET) courses, and dual enrollment/concurrent college courses taken in accordance with guidelines on College Enrollment.

CALCULATIONS OF FINAL GRADES

Final grades will be determined by the average using the following criteria:

- **Gold Category (Summative Assessments) = 40%**
 - Examples include tests, essays, research papers, project-based assignments, labs, district benchmarks, and other culminating assessments to measure mastery of standards that comprise a unit of study.
 - **Minimum number** of gold grades per 9-week report period = 3
- **Silver Category (Short Cycle Assessments) = 35%**
 - Examples include quizzes, lab reports, assignments that build to gold, collaborative work, and other graded assignments to assess certain standards in a unit of study.
 - **Minimum number** of silver grades per 9-week report period = 6
- **Bronze Category (Classwork/Warm-Up) = 25%**
 - Examples include homework, spiral review activities, bellringers, and other graded assignments to assess certain standards in a unit of study.
 - **Minimum number** of bronze grades per 9-week report period = 7

FINAL EXAMS

- Final Exams will count for 10% of the overall grade for each high school course.

- Courses with Standards of Learning end-of-course assessments will count this test as the final exam and must calculate the score as 10% of the final grade.
- For courses requiring a Standards of Learning assessment, any student who fails to achieve a passing grade in the course but earns a passing score on the Standards of Learning assessment for grades 3 through 12 shall receive a passing grade denoted as “P” in the gradebook. The passing score is equivalent to a 60% on the traditional quality point-weighted grading scale.

CRITERIA OF EXAM EXEMPTIONS

- Standards of Learning Assessments or other state-mandated assessments may NOT be exempt. Exam exemptions are for district and teacher-created final exams **only**.
- Students must meet one of the following academic requirements to exempt **from** a district or teacher-created final exam:
 - *Academic Requirement:* (i) 90% average or above in the course **OR** (ii) 70% average or above in the course **and** 400 or above score on the SOL assessment **OR** (iii) 70% average or above in the course **and** passing score on the CTE certification exam

HOMEWORK POLICY

Homework provides an essential communication link between the school and the home. One measure of a program or course is the quality of the work done at home by the student. A strong home-school partnership, with many lasting benefits for the individual student and the student’s family, can be greatly enhanced by a sound program of homework. In addition, homework should be an important tool in developing independent thought, self-direction, and self-discipline. It assists the student in developing good work habits and in the wise use of time. Homework Policy on page 112 of [Instructional Programs policies](#)

Guidelines for homework include:

- Homework should be assigned after an introduction and thorough explanation of the skills necessary to successfully complete the assignment.
- Homework should be assigned in such a manner that it will be clearly understood by all students.
- Homework should serve a valid purpose and be closely related to classroom activities.
- A student's access to resource materials should be considered when making assignments.
- Homework should be evaluated promptly and returned to the student. Appropriate rewards should be given to those students who successfully complete assigned work. Effort and competency should be recognized and rewarded.
- Teachers should seek to determine the cause if a student regularly fails to complete assigned work. Teachers should not avoid giving homework because they believe students will not do the work.
- Excessive homework, like the absence of homework, should be avoided.
- Homework should not be used for disciplinary purposes.
- Teachers and administrators should take appropriate steps to communicate with parents regarding the division's homework policy and to solicit their support.

Legal Ref.: Code of Virginia, 1950, as amended, § 22.1-78.

SCHOOL COUNSELING OVERVIEW

Danville Public Schools offers a K-12 Developmental School Counseling Program. A comprehensive school-counseling program is a shared effort with parents, teachers, administrators, and other school and community members that focuses on all aspects of student learning. School counselors collaborate to foster, promote, and improve student success and achievement. The mission of the Danville Public Schools School Counseling Program is to prepare students for a lifetime of learning and productive, meaningful participation in a complex, changing world. School counseling services are available through classroom guidance, small/large group counseling, and individual counseling.

School counseling programs related to academic, career, and personal/social counseling are available for all students. No student shall be required to participate in any guidance and counseling program to which the student's parent/legal guardian objects. Parent/guardian permission is not required for short duration personal/social counseling which is needed to maintain order, discipline, or a productive learning environment. Annual written notification from the parent/guardian must be submitted to the counselor if the parent elects to have their child not participate (opt out) in classroom guidance.

COURSE REGISTRATION

Individual and group counseling sessions are conducted to discuss diploma requirements, course offerings and plan an individual program of studies. The counselor makes every effort to recommend a course of study that is challenging and academically appropriate for each student. Parents are encouraged to be part of the course selection process. In the spring of each school year, students will receive a copy of their course registration for the next school year, and parents will have the opportunity to give final approval to the students' course selections. Course offerings and staffing are based upon student registrations; therefore, it is imperative students carefully consider their choices in course selections. Students will use the Danville Public School's Program of Studies as a guide when registering for courses: The Program of Studies provides students and parents both general and specific information about curricular offerings and services at the middle school and high school. [Program of Study](#)

SCHEDULING EXPECTATIONS

It is the expectation that every student at Galileo Magnet High School pursues a course of study that will earn them an Advanced Diploma upon graduation. Additionally, it is the expectation that every student takes a rigorous course of study their senior year before matriculating into college or entering the workforce. For these reasons, every student is required to take at least one course from the four core areas (English, Math, History, and Science) each year of high school. Students must be scheduled for at least 8 credits during their ninth grade, tenth grade, and eleventh grade years. Twelfth grade students are allowed to enroll for 6 credits (3 each semester) allowing for one late arrival or one early release each semester. Additionally, 9th graders entering school in the 2021-2022 school year and after, will be participating in the Middle Years Program through IB..

DROP / ADD PROCEDURES

Students are provided the opportunity to submit a schedule change request over the summer before open house. Therefore, no schedule change requests will be honored after the fifth day of school. All schedule changes require administrative approval and may be done only if the student, parent, school counselor, and principal concur that the adjustment is in the best interest of the student. Schedule changes must reflect course requests submitted by the student when scheduling occurred in the spring. Students that need to request a schedule change before the fifth day of school must complete a Drop / Add slip with the school counselor.

Deadlines

Semester Courses

Courses may not be changed after the fifth day of class.

Year Long Courses

- Courses may not be changed after the thirtieth day of class (*IB Courses are year-long courses and utilize the same requirements*)

Schedule adjustments are completed by the principal and counselor if one of the following conditions exists:

- 1) The student failed a course;
- 2) Change in a requested course due to a conflict in the schedule;
- 3) Course is not offered;
- 4) To balance class enrollment;
- 5) To change from a higher-level to advanced level course (ex. AP Government to Advanced Government)

VIRTUAL VIRGINIA COURSES

Virtual Virginia courses will only be offered to juniors and seniors whose schedule requires the need to take such courses. Additionally, each student's academic and discipline record will be reviewed to determine eligibility. The final decision will be made by the principal, school counselor, and Virtual Virginia coordinator. Additionally, all Drop/Add policies for Galileo supersede Virtual Virginia policies. Additionally, students may not drop/add a Virtual Virginia course after the first 10 days of the semester unless extenuating circumstances are present.

PROMOTION STANDARDS

In alignment with Virginia High School League, individual student promotion shall be based upon satisfactory performance as follows:


Grade Level	Required Credits
9th	0-5
10th	6
11th	12
12th	18

Promotion is based upon earned units of credits. Before a student can graduate, he or she must earn the required credits as indicated below:

1. To be classified as a 10th grader, a student must have earned a minimum of six (6) standard units of credit to include three credits which must be from the disciplines of English, mathematics, science, history, or physical education.
2. To be classified as an 11th grader, a student must have earned a minimum of twelve (12) standards of credit to include six credits which must be from the disciplines of English, mathematics, science, history, or physical education.
3. To be classified as a 12th grader, a student must have earned a minimum of eighteen (18) standard units of credit including ten credits which must be from the disciplines of English, mathematics, science, history, or physical education.
4. Five (5) verified credits (i.e., English (2), mathematics (1), science (1), and history (1) are graduation requirements for the Advanced Diploma and Standard Diploma. Minimally, students are expected to earn verified credits as follows:
 - i. 9th grade earns at least one verified credit
 - ii. 10th grade earns at least two verified credits
 - iii. 11th grade earns at least two verified credits in English
5. Effective August 2024, students in grades 9-12 must attend at least 90 percent of the class days to receive course credit.

HONORS AND PROMOTION CEREMONIES GUIDANCE

Please reference the DPS policy linked here on pages 69-73 reference Honors and Promotion Ceremony Guidance.

 [Final Instructional Program Policies & Regulations](#)

STANDARD AND VERIFIED CREDITS

A "standard unit of credit" or "standard credit" is a credit awarded for a course in which the student successfully completes 140 clock hours of instruction and the requirements of the course. A standard unit of credit may be awarded based on a waiver of the 140 clock hour requirement as provided in Policy IKFD Alternative Paths to Attaining Standard Units of Credit.

A "verified unit of credit" or "verified credit" is a credit awarded for a course in which a student earns a standard unit of credit and completes one of the following:

1. Achieves a passing score on a corresponding end-of-course SOL test.
2. Achieves a passing score on an additional test, as defined in 8 VAC 20-131-5, as a part of the Virginia Assessment Program.
3. Meets the criteria for the receipt of a locally awarded verified credit when the student has not passed a corresponding SOL test.
4. Meets the criteria for the receipt of a verified credit in history and social science by demonstrating mastery of the content of the associated course on an authentic performance assessment that complies with guidelines adopted by the Board of Education.
5. Meets the criteria for the receipt of a verified credit for English (writing) by demonstrating mastery of the content of the associated course on an authentic performance assessment that complies with guidelines adopted by the Board of Education.

Students may also earn verified credits by taking alternative tests to the SOL assessment. Such tests may only be those approved by the Virginia Board of Education, and the student may earn verified credits only by achieving that score established by the Board of Education.

SOL TESTS AVAILABLE FOR VERIFIED CREDIT

English 11

1. Reading/Literature/Research
2. Writing

Mathematics

1. Algebra I
2. Geometry
3. Algebra II

Science

1. Earth Science
2. Biology
3. Chemistry

History and Social Science

1. World History and Geography to 1500 A.D.
2. World History and Geography from 1500 A.D.
3. Virginia and United States History

LOCALLY AWARDED VERIFIED CREDITS

To be eligible to earn locally awarded verified credits in English, mathematics, science, or history/social science, a student must:

- Pass the high school course,
- Score within a 375-399 scale score range on any administration of the Standards of Learning test after taking the test at least twice, and
- Demonstrate achievement in the academic content through an appeal process administered at the school level.

As a result of the comprehensive review and revision of the Standards of Accreditation that occurred in 2017, graduation requirements differ for students who began ninth grade prior to the 2018-2019 school year and those that entered ninth grade in the 2018-2019 school year and thereafter. Accordingly, the number of locally-awarded verified credits and the diplomas to which they may be applied are different for these groups of students.

For students entering the ninth grade for the first time prior to the 2018-2019 academic year (under 8VAC20-131-50):

- No more than three locally-awarded verified credits may be awarded.
- Locally-awarded verified credits cannot be applied toward an Advanced Studies diploma.

For students entering the ninth grade for the first time in the 2018-2019 academic year and thereafter (under 8VAC20-131-51):

- No more than one locally-awarded verified credit may be awarded.
- Locally-awarded verified credits can be applied toward either a Standard or an Advanced Studies diploma.

CREDIT ACCOMMODATIONS

Credit accommodations for students with disabilities earning a Standard Diploma are not subject to the limit on the number of locally-awarded verified credits that may be earned.

DIPLOMA SEALS

Students can earn a variety of seals upon graduation on their diploma by meeting the requirements as outlined below:

- Advanced Art Strand Seal- Completion of all courses in the Advanced Art strand
- Advanced Communications and Networking Strand Seal- Completion of all courses in the Communications and Networking strand
- Advanced Mathematics and Technology Seal- Advanced or Standard Diploma, four units of Math (including Algebra 2), two verified credits with a “B” average or better, and pass an exam that confers college-level credit in a technology or computer science area
- Advanced Publications Strand Seal- Completion of all four courses designated as part of the Advanced Publications Strand
- Advanced Theatre Strand Seal- Completion of all four courses designated as part of the Advanced Theatre Strand
- Biotechnology Strand Seal- Completion of all three Biotechnology Electives
- Board of Education Seal- Advanced or Standard Diploma with an average grade of 4.0 or better.
- Board of Education Bilingual Seal- Advanced or Standard Diploma that demonstrates the proficiency in English and one other language
- Board of Education’s Career and Technical Education Seal- Advanced or Standard Diploma with completion of a sequence of courses with a “B” or better
- Board of Education’s Excellence in Science and the Environment Seal- Advanced or Standard Diploma with completion of four science courses with a “B” or better and at least 50 hours of community service
- Board of Education’s Seal for Science, Technology, Engineering and Mathematics (STEM)- Advanced or Standard Diploma, must satisfy math and science requirements for an advanced diploma with a “B” or better. Must complete a 50 STEM work-based learning opportunity and met requirements for a CTE concentration
- Excellence in Civics Education- Advanced or Standard Diploma, complete US History and US Government with a grade of “B” or better, good attendance, no disciplinary infractions, and complete 50 hours of voluntary community service and/or extracurricular activities.
- Governor’s School Seal- Completion of Governor’s School
- Governor’s Seal- Earn an Advanced Diploma with a GPA of 3.0 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.

STRANDS

Galileo offers four strands, which are elective concentrations in a specific discipline. The specific programs of study for the four strands are as follows:

Advanced Art Strand

1. Visual Arts 1
2. Visual Arts 2
3. Visual Arts 3
4. I.B. Visual Arts

Advanced Communications and Networking Strand

1. Computer Information Systems
2. Advanced Computer Information Systems

Advanced Publications Strand

Students must have four course offerings of Journalism, Creative Writing or a combination.

Advanced Theatre Strand

1. Theatre Arts 1
2. Theatre Arts 2
3. Theatre Arts 3 or Cinema Studies
4. I.B. Theatre

HONOR GRADUATES

To qualify as an honor graduate, the student must acquire a 3.2 average on all units of credit attempted for subjects which are designated as ninth grade or above credit. The quality point average shall not be rounded in order to achieve the 3.2 average.

All high school credit courses completed prior to the ninth grade regardless of the grade in which the student completed the credit should be included in the quality point average unless the parent requests that the grade be removed from the cumulative record. The request to remove a course from the transcript must be made in writing to the middle or high school the student will attend the following year and prior to the end of the first nine weeks of the school year.

CLASS RANK

Class rankings will be calculated using all high school credits earned from middle school through classes taken the first semester of the twelfth-grade year for students earning an Advanced or Standard diploma. These rankings will be frozen at that time to allow students to prepare college applications and for the school to plan graduation ceremonies. Junior Marshal status is contingent upon first semester standings with attendance and behavior are also taken into account.

HIGH SCHOOL HONOR ROLL

Students meeting the following criteria will be recognized as follows:

Honor Category	Criteria	
Superintendent's List	4.0-5.0 GPA Excellent ("E") conduct grade No discipline referrals Perfect attendance	Per semester
Principal's List	"A" in each course Excellent ("E") or Satisfactory ("S") conduct grade No discipline referrals	Per quarter
Academic Achievement	"A" in each course	Per quarter
Academic Honor	"A" or "B" in each course	Per quarter

TRANSCRIPTS

Transcripts will include all secondary courses taken by a student showing the final grade received for each attempt at the course. (For more information, contact our guidance department.)

HIGH SCHOOL COURSES TAKEN IN MIDDLE SCHOOL

Students receive credit towards graduation for high school courses taken in middle school. These credits count toward credits in the required sequences as well as toward the total number of credits required for graduation.

Parents of middle school students may request that grades for any high school credit-bearing course taken in middle school be omitted from the student's transcript, and therefore the student will not earn a standard unit of credit for the course which may not be verified (to meet graduation requirements) by a state end-of-course assessment. The request to remove a course from the transcript must be made in writing to the middle or high school the student will attend the following year and prior to the end of the first nine weeks of the school year. The record of a student passing a state assessment is not deleted when a high school credit taken in middle school is expunged. Without the student retaking the course, DPS may reinstate the verified credit (after expungement).

GRADUATION REQUIREMENTS

The Virginia Board of Education and the Danville Public School Board establish specific requirements for graduation from high school. The Standards of Learning for Virginia Public Schools describe the Commonwealth's expectations for student learning and achievement from grades K-12. It is the responsibility of the student, with parental support, to meet all requirements for graduation. Virginia offers a variety of diploma options. Students attending Galileo are expected to work toward an Advanced Studies Diploma. For additional information visit the school counseling office or the Virginia Department of Education website: <http://www.doe.virginia.gov/instruction/graduation/index.shtml>.

Galileo Magnet High School students begin on the Advanced Diploma track when they enter the 9th grade.

Advanced Studies Diploma Course Requirements		
Discipline Area	Standard Credits:	Verified Credits
English	4	2
Mathematics	4	1
Laboratory Science	4	1
History & Social Sciences	4	1
Foreign Languages	3	
Health & Physical Education	2	
Fine Arts or Career & Technical Education	1	
Economics and Personal Finance	1	1 (CTE certification)
Electives	3	
Total	26	5

Standard Diploma Course Requirements		
Discipline Area	Standard Credits:	Verified Credits:
English	4	2
Mathematics	3	1
Laboratory Science	3	1
History & Social Sciences	3	1
Health & Physical Education	2	
Foreign Language, Fine Arts or Career & Technical Education	2	
Economics and Personal Finance	1	1 (CTE certification)
Electives	4	
Total	22	5

SCHOOL COUNSELING CHECKLIST FOR STUDENTS AND PARENTS

9th Graders

- ☐ Plan 4-year class schedule
- ☐ Complete introductory classes (English, Social Studies, Science, Math, Foreign Language, PE, Strand)
- ☐ Think about IB, AET, Governor's School, or CTE tracks for junior year
- ☐ Pay attention to SOL scores for verified credits
- ☐ Participate in extracurricular activities (join a club, sports team, volunteer, etc.)
- ☐ Summer school for any failed classes (Registration starts in May)

10th Graders

- ☐ Review/Make changes to 3-year class schedule
- ☐ Take PSAT in October (given at Galileo; no cost to sophomores)
- ☐ Make IB, AET, Governor's School, or CTE track decision
- ☐ Apply for AET/Governor's school/CTE programs in Spring
- ☐ Sign up for IB classes and schedules in Spring
- ☐ Pay attention to SOL scores for verified credits
- ☐ Continue participating in extracurricular activities (find opportunities that you enjoy)
- ☐ Summer school for any failed classes (Registration starts in May)

11th Graders

- ☐ Review/Make changes to 2-year class schedule
- ☐ Take PSAT for merit scholarships in October (given at Galileo; \$15 for juniors)
- ☐ Take ASVAB during fall and/or spring if interested in military
- ☐ Take SAT and/or ACT for first time in Spring (see counselor for fee waiver qualifications (Pay attention to dates and deadlines)
- ☐ Check graduation requirements and progress
- ☐ Pay attention to SOL scores for verified credits
- ☐ Begin thinking about post-high school plans (College (In-state, out-of-state, small, large, community college), Trade school, Service branch (Army, Navy, Military, Air Force), Work
- ☐ Visit colleges during school breaks / Attend college visits at Galileo
- ☐ Think about 3 people who will write recommendation letters
- ☐ Prepare a personal statement that can be used for college applications
- ☐ Consider applying for an officer position within your club/organization
- ☐ Summer school for any failed or required classes (Registration starts in May)

12th Graders

Your Application...Your Responsibility!!!

Make sure you keep track of all due dates and required materials! Colleges will not accept any excuses!!

FALL

- ☐ Check graduation requirements and progress
- ☐ Pay attention to SOL scores for verified credit (Sign up to retake any failed SOL tests)
- ☐ Meet with school counselor for senior audit
- ☐ Take SAT, SAT II, and/or ACT again (see counselor for fee waiver qualifications) (Pay attention to dates and deadlines)
- ☐ Take ASVAB during fall if interested in military or want/need to increase score
- ☐ Make final list of colleges, trade schools, service branches of interest
- ☐ Visit colleges of interest / Attend college visits at Galileo
- ☐ Check due dates for college and scholarship applications
- ☐ Request and collect recommendations from at least 3 individuals (the earlier, the better)
- ☐ Work on college/scholarship essays
- ☐ Complete and submit college applications (see guidance for fee waiver qualifications)
- ☐ Complete FAFSA for financial aid as soon as possible after October 1st
- ☐ Sign up for and complete transcript requests on Parchment.com (The link to sign up is on the counseling website)
- ☐ Check posted scholarship lists (see scholarship doc on the website, also shared with seniors email)
- ☐ Complete and submit scholarship applications

SPRING

- ☐ Check graduation requirements and progress
- ☐ Pay attention to SOL scores for verified credits (Sign up to retake any failed SOL tests, seniors will take SOLs earlier than other students)
- ☐ Take SAT, SAT II, ACT, and/or ASVAB again, if necessary. (Pay attention to dates and deadlines)
- ☐ Take AP and IB exams
- ☐ Complete FAFSA as soon as possible if you haven't already
- ☐ Complete and submit college applications (see counselor for fee waiver qualifications)
- ☐ Complete and submit scholarship applications

- ☐ Request transcripts through Parchment (after fall grades have been included) (The link to request transcripts is on the counseling website)
- ☐ Check posted scholarship lists (see scholarship doc on website, paper copies in counseling office)
- ☐ Keep counselor updated on college acceptances and scholarships received (Decision Day/most deposits due by May 1st)

TESTING

FACTS ABOUT THE SOL's

- The tests measure content knowledge, scientific and mathematical processes, and reasoning.
- The tests in English are for reading and writing. For the writing test students must write a composition. All other tests are multiple choice.
- Tests are untimed, which means that students have as much time as they need to answer the questions.
- Tools needed to complete a test, such as rulers and calculators, are provided.
- Test results are sent to parents- Report to Parents: Virginia Standards of Learning Assessments.
- Students may repeat the end-of-course tests as many times as necessary to earn the verified credit required for graduation.
- New test questions, approved by Virginia teachers, are added each year while others are removed or "retired."
- A student may be eligible for an expedited retest on an end-of-course test if he or she meets the following conditions:
 - Needs the test for verified credit, and has passed the course associated with the test, and
 - One of the following:
 - Failed the test by a scale score of 375-399, **OR**
 - Had extenuating circumstances that would warrant retesting, **OR**
 - Did not sit for the regularly scheduled test for legitimate reasons.
- Further information about Standards of Learning can be found here: [VDOE Standards of Learning](http://www.doe.virginia.gov/testing/substitute_tests/index.shtml)

High school students have the option to substitute other standardized tests for the end-of-course tests, such as Advanced Placement (AP), SAT Subject Tests, College-Level Examination Program (CLEP), and International Baccalaureate (IB). A full list of Board of Education-approved substitute tests is available at http://www.doe.virginia.gov/testing/substitute_tests/index.shtml

Attachment A contains the complete list. The student and parent must notify the school principal and school counselor **prior** to a student using an approved substitute test. Students shall be counseled annually regarding the options for using substitute tests for earning verified credits and the consequences of failing to fulfill the obligation to complete the requirements for verified units of credit.

PSAT/NMSQT

Administration Date:

Primary test day: TBD

Saturday test day: TBD

Alternate test day: TBD

The Preliminary SAT®/National Merit Scholarship Qualifying Test is a co-sponsored program by the College Board and [National Merit Scholarship Corporation \(NMSC\)](http://www.collegeboard.com). The PSAT/NMSQT measures critical reading skills, math problem-solving skills and writing skills. Most juniors who plan to attend college should take the Preliminary SAT (PSAT) exam. PSAT serves as a practice SAT test for tenth graders and is free of charge. If the student is enrolled in eleventh grade, this test is used as the qualifying exam for the National Merit Scholarship Program. The fee for Juniors is \$15.00. On a first-come first serve basis, juniors may register to take the PSAT. See the school counselor to sign-up. The PSAT results, available in December, provide vital, individualized information about what a student can do to improve his/her SAT Reasoning Test performance. The PSAT is also used by colleges (Student Search) to send information to students who may be suitable for their particular institution. Additional information may be obtained on the Internet at <http://www.collegeboard.com> Students will be given a copy of the [Official Student Guide to the PSAT/NMSQT](http://www.collegeboard.com) to aid with test preparation.

SAT REASONING TEST AND SAT SUBJECT TEST

In the second semester of the junior year, students are advised to take the SAT Reasoning Test. If a student is not satisfied with his/her score, they still have time to sit for another SAT in October of their senior year. The high school counselor will assist each student with their plan of action for taking the SAT and SAT Subject Tests. Students who anticipate applying to very competitive colleges should consider taking SAT Subject Tests toward the end of their junior year or at the beginning of their senior year. Fall of the senior year provides the last opportunity for students to take tests that will be considered during the college admission process. The SAT Preparation Booklet may be secured from the school counseling department. Students may register online at <http://www.collegeboard.com>

George Washington High School is a test center for the SAT Reasoning Test and SAT Subject Tests
The Test Center Number is 47-255
Galileo Magnet High School CEEB Code 470659

2024-2025 SAT Test Dates are as follows:

ACT ASSESSMENT

The ACT assesses high school students' general educational development and their ability to complete college-level work. The multiple-choice tests cover four skill areas: English, mathematics, reading, and science. The Writing Test, which is optional, measures skill in planning and writing a short essay. Almost all colleges will accept the ACT in lieu of the SAT. This test is offered a number of times throughout the year and is given on Saturday mornings at George Washington High School (test #238680). Study guides are available in the School Counseling Department. For more information, visit www.act.org.

2022-2023 ACT Test Dates are as follows: September 10, October 22, December 10, April 15, June 10, July 15

ADVANCED PLACEMENT (AP) EXAMINATIONS

Students who have taken Advanced Placement courses take the Advanced Placement exams in May. Taking the exams is the only way that colleges will give consideration for college credit and the scores may also be used to exempt students from required college courses. These tests are given on regular school days in early May. Information may be found on the internet at <http://www.apcentral.com>

AP World History	
AP European History	
AP United States History	
AP Government and Politics	
AP Statistics	
AP Biology	
AP Environmental Science	

INTERNATIONAL BACCALAUREATE PROGRAMME EXAMINATIONS

*Tentative Dates

IB Business Management SL Paper 1	Wednesday April 30th PM
IB Business Management SL Paper 2	Friday May 2nd AM
IB History HL Paper 1 & 2	Monday May 5th PM
IB History HL Paper 3	Tuesday May 6th AM
IB Psychology Paper 1	Wednesday May 7th PM
IB Psychology Paper 2, 3	Thursday May 8th AM
IB English A Literature HL Paper 1	Thursday May 8th PM
IB English A Literature HL Paper 2	Friday May 9th AM
IB Biology HL Paper 1 and 3	Monday May 12th PM
IB Biology HL Paper 2	Tuesday May 13th AM
IB Spanish B SL Paper 1 and Paper 2 Reading Comprehension	Wednesday May 14th PM
IB Spanish B SL Paper 2 Listening Comprehension	Thursday May 15th AM
IB Mathematics Analysis and Approaches SL Paper 1	Thursday May 15th PM
IB Mathematics Analysis and Approaches SL Paper 2	Friday May 16th AM
IB Chemistry SL Paper 1 & 3	Friday May 16th PM
IB Chemistry SL Paper 2	Monday May 19th AM
IB Design Technology Paper 1,2	Friday May 16th PM
IB Design Technology Paper 3	Monday May 19th AM

These test dates and times are set by IBO. There can be no changes in the dates. **Tentative 7/18/2023.**