

Thomas Stone High School Student Handbook 2024 - 2025



To the Thomas Stone family:

We believe all students should be able to attend school and school events in a safe environment free from bullying, harassment, or intimidation. Bullying, harassment, or intimidation is repeated intentional, unwanted, or unprovoked behavior meant to hurt or harm individual whether physical, verbal, written, or social.

We expect all students to be able to attend school without fear of bullying, but if you feel bullied or harassed at school, please do not hesitate to speak to an administrator, teacher, or adult to learn what you can do. All incidents of bullying, harassment, or intimidation should be reported to a teacher, school administrator, counselor, or other school staff. To help you understand and recognize forms of bullying, read the information below, and discuss it with your parents or a trusted adult.

What does bully, harassment, or intimidation behavior look like?

- Physical – any type of harm directed toward another student’s body (i.e., hitting, kicking, spitting, etc.) or damage to the student’s property.
- Verbal – intentionally hurtful words, like teasing, threats, put-downs, etc.
- Written – any type of note or graffiti passed or displayed meant to hurt someone’s feelings.
- Social – spreading hurtful rumors or gossip or intentionally excluding another student from an activity or group.
- Cyber – spreading mean rumors or embarrassing gossip online or by text, posting, or texting embarrassing photos, pretending to be someone else to get private information, texting or posting messages that tease, threaten, or put down another student, etc.

How to handle bullying or intimidation:

- Tell the person to STOP.
- Don’t argue or fight back.
- Walk away and find a safe place.
- Tell an adult what is happening to you.
- Complete the Bullying, Harassment or Intimidation Report and give it to a school administrator.

If you believe you are being bullied, harassed, or intimidated, complete the Bullying, Harassment or Intimidation Report, available in the main office of every school. It can also be downloaded from the CCPS website. The completed form should be given to a school administrator, teacher, or counselor. You may also ask your school counselor for additional support on how to deal with bullying and aggressive behavior directed toward you by others.

Every allegation of bullying submitted on Bulling, Harassment or Intimidation report is taken seriously and investigated by school officials. Once the report form is submitted, the administration conducts an investigation of the allegations. The findings of each incident are dealt with according to policy and procedures. If the investigation concludes a student engaged in bullying, harassment, or intimidation behaviors towards another student, the individual will be subject to disciplinary consequences or other actions that may include reprimands, counseling, family conferences, and / or removal from class or school.

On behalf of the administration and the members of the Board of Education, we wish you a successful school year. Please remember the administrators and teachers in your school are available for you at any time. If you have concerns you feel are not being addressed, please speak to your principal. Again, best wishes for a great school year!

Sincerely,
Maria V. Navarro, Ed.D.
Superintendent of Schools

THOMAS STONE HIGH SCHOOL MISSION STATEMENT

“Our mission is to provide an education which inspires responsible citizenship, leadership and lifelong learning.”

Our core principles are:

- ✦ We believe all students are capable of learning.
- ✦ We will create an intentional culture of mutual respect, dignity, caring and concern.
- ✦ Our classrooms and school will be a physically and psychologically safe place.
- ✦ We believe that our effectiveness as teachers has the greatest impact on the success of our students.

The mission of Charles County Public Schools is to provide an opportunity for all school-aged children to receive an academically challenging, quality education that builds character, equips for leadership, and prepares for life, in an environment that is safe and conducive to learning.

Vision Statement

To empower all staff and students at Thomas Stone High School to take ownership of their learning and growth through collaboration, inquiry, and academic achievement.

Suspendable Offenses

Arson/Fire/Explosives – Attempting to, aiding in, or setting fire to a building or other property – false alarm – bomb threat – explosives.

Dangerous Substances – Possession, use or showing evidence of use, sale or distribution of alcohol, inhalants, drugs, and/or tobacco. This includes all look-alikes.

Continued infractions of – Disrespect, harassment, bullying, classroom disruption, major school disruption, inciting/participating in disturbance, use of profanity toward staff members.

Attacks/Threats/Fighting – Physical attack towards faculty or staff, physical attack towards another student, verbal or physical threat to faculty, staff or others, verbal or physical threat to other students, fighting, or extortion.

Sex Offenses – Sexual assault, sexual harassment, sexual activity, including indecent exposure, consensual sex or other sexual activity not identified as sexual assault or harassment, inappropriate public display of affection.

Weapons – Possession of any firearm, any gun, of any kind, loaded or unloaded, operable or inoperable, including any object which is a look-alike of a gun or firearm. Possession of a knife, mace, or any device that could be used as a weapon.

Disruptive Behaviors to Teachers, Administrators, and/or Staff – A student shall not engage in disrespectful conduct toward teachers, administrators, or staff, nor shall a student be insubordinate toward teachers, administrators, or staff. Disrespectful conduct is different from insubordinate conduct. Disrespectful conduct is the use of vulgar, profane speech, offensive body language, or actions intended to insult, degrade or offend. Insubordination is the willful act or refusal or failure to comply with the school administrator or other adult providing direction or instruction; refusal to respond may be in the form of a verbal response, absence of a required action.

[ISI/ HIATUS Policy](#) (See handbook)

As we are an educational institution, the student’s academic well-being is our primary concern. While it would be more beneficial for the student to remain in the classroom to achieve the academic expectations, an incident

occurred that resulted in the student being placed in ISI/Hiatus. It is imperative that the atmosphere is conducive to learning and allows all students in the room to be able to successfully complete work. During their time in ISI/Hiatus, the following expectations will be enforced for all students.

- Students are responsible for bringing all materials with them. This includes school issued laptop, any books needed, paper, pencil and any other school related materials.
- Students must report to ISI/Hiatus by 7:30 am. Administrators will determine if additional days need to be added due to tardiness. Any student who is absent from school on the day of their assigned ISI will make up the day the first day of their return to school.
- **NO PERSONAL ELECTRONICS** will be permitted in ISI/Hiatus. All phones, iPads, handheld games, etc. must be turned off when they enter the room. They will be placed by the student in a locked cabinet and the student will be permitted to retrieve them when they leave for the day.
- Students are expected to be doing work during their time in ISI/Hiatus. They are not permitted to put their heads on their desk and/or sleep during the day. Breaks and lunchtime will be given throughout the day. All other times, students are expected to be working.
- Students will not be permitted to leave the ISI/Hiatus room unless they are accompanied by a faculty member. Any teacher who needs to meet with a student should go to the ISI/Hiatus room to meet with them. If they need to meet with them in another area, the teacher is expected to go to the ISI/Hiatus to pick them up and then walk them back when they are done.
- Lunch will be eaten in the ISI/Hiatus room. Students who need to purchase a school lunch will be escorted to the cafeteria by a staff member. Once everyone has their food, they will be walked back to ISI/Hiatus to eat.
- Students are expected to complete assignments provided by their teacher. If a teacher does not provide an assignment, the ISI/Hiatus coordinator will provide them an assignment for that subject and the teacher will be expected to accept that as an alternative assignment.
- Students will not be allowed to participate in any extra-curricular activities or school functions, such as athletic games, practices, and club activities the day they are in ISI/Hiatus.
- At the end of the day, students will be dismissed to go to their lockers, retrieve their belongings and leave for the day.
- Students are expected to conduct themselves in an appropriate fashion while they are in ISI/Hiatus. They must remain silent or speak in a quiet tone when appropriate, do not display disruptive behavior, no sleeping, and remain on task the entire time. If a student is not able to follow these expectations, they will be referred back to their grade level administrator and this may result in an **OUT OF SCHOOL SUSPENSION**.

Title IX (See brochure)

Charles County Public Schools is committed to providing all individuals an educational environment that is free from sexual discrimination. Title IX of the Education Amendments of 1972 states that no person in the United States shall, based on gender, be excluded from participating in, be denied the benefit of, or be subjected to discrimination under any educational program or activity that receives federal financial assistance. Sexual discrimination includes sexual harassment, sexual assault and sexual violence and is characterized as July 11, 2023, Not by age but by capacity is wisdom acquired. Unwelcome conduct of a sexual nature that interferes with an individual's ability to learn, study, work, achieve or participate in school activities. If any individual wishes to file a complaint of sexual discrimination, they should contact the school's Title IX Coordinator, Bradley Snow, bsnow@ccboe.com or Keri Loyd, kloyd@ccboe.com at (301) 753-1756 or speak to any school-based administrator. All complaints may be resolved either informally or through a formal investigation process set out in Superintendent's Rule 5116, found here: [Title IX - Charles County Public Schools \(ccboe.com\)](#). The Rule also outlines supportive measures available to the parties through the Title IX Coordinator or school-based administrator, including counseling, mental health services referral, extensions of deadlines or other course-related adjustments, modifications of work or class schedules, escort services, mutual restrictions on contact

between the parties, changes in work locations, leaves of absence, increased security and monitoring, and other similar measures determined by school officials to be legally permissible and necessary to protect the safety or educational or employment activities of a party.

Backpack Policy

Thomas Stone High School will be in full compliance with the Charles County Public Schools (CCPS) rule that students may carry their backpacks to school but must keep them in their lockers throughout the day. Backpacks, satchels, fanny packs, large purses or other bags are not allowed to be carried during the school day.

The rule allows students to carry a small laptop sleeve, no larger than the size of a hand. To standardize the sizing, Thomas Stone High School will follow the guideline that no personal bag should be larger than a Ziploc quart bag.

Since students will need to go to their lockers during the school day, we have suggested times that will allow them to go to their lockers:

- Before school
- During Class Period Transitions
- Before/after lunch
- After school

Student Dress Code

We take pride in the appearance of our students. Your dress reflects the quality of the school, your conduct, and your schoolwork. You should convey an image of personal cleanliness and neatness. The school administration has the authority to approve the appropriateness of student attire.

Suggestive, provocative or excessively tight clothing is not allowed to be worn to school or to school-sponsored activities. CCPS does not allow clothing to be worn on school property or to school-sponsored activities which displays messages or images that are offensive, vulgar, harassing, or otherwise inappropriate for the school setting. Clothing that is judged by the school administration to be disruptive to the orderly school process either by virtue of the design or in the way it is worn is also forbidden. Members of the CCPS Code of Student Conduct Committee, in collaboration with parents, staff, and community members, developed the following systemwide dress code, as amended and approved by the Board of Education of Charles County. The responsibility for the dress and grooming of a student rest primarily with the student and their parent/guardian.

Members of the CCPS Code of Student Conduct Committee, in collaboration with parents, staff, and community members, developed the following system-wide dress code, as amended and approved by the Board of Education.

The responsibility for the dress and grooming of a student rest primarily with the student and their parent/guardian.

Allowable Dress & Grooming

- Students must wear clothing including both a shirt with pants or skirt, or the equivalent and shoes.
- Shirts and dresses must have fabric in the front and on the sides which fully always covers the midriff.
- Clothing must cover undergarments.
- Fabric covering all private parts must not be see through.
- Hats and other headwear must allow the face to be visible and not interfere with the line of sight to any student or staff. Hoodies must allow the student face and ears to be always visible to staff.
- Clothing must be suitable for all scheduled classroom activities including physical education, science labs, technical education, and other activities where unique hazards exist.
 - Specialized courses may require specialized attire, such as sports uniforms or safety gear

Non-Allowable Dress & Grooming

- Clothing may not depict, advertise, or advocate the use of alcohol, tobacco, marijuana, or other controlled substances.
- Clothing may not depict pornography, nudity, sexual acts or violence, or obscenities.
- Clothing may not use or depict hate speech targeting groups based on race, ethnicity, gender, sexual orientation, gender identity, religious affiliation, or any other protected groups.
- Clothing may not include gang identifiers and must not threaten the health or safety of any other student or staff.
- If the student’s attire or grooming threatens the health or safety of any other person, then discipline for dress or grooming violations should be consistent with discipline policies for similar violations.

Note: Administrators have the flexibility to exercise their judgment to determine if a student’s attire is considered disruptive, distracting or a safety hazard. Exceptions may be granted for medical or religious reasons.

COUGAR

- Prepared - to use proper lunch time etiquette,
- Respectful - to students in line and at your table,
- Involved - in positive, constructive conversations.
- Diligent - to keep all areas clean, and
- Ecofriendly - by putting all trash and recycling in the proper locations.

Lunch

NO DELIVERY OF OUTSIDE FOOD IS PERMITTED

Such as Grubhub Door Dash, Uber Eats. No deliveries will be permitted on school grounds. Parents may drop off food for their child, prior to the student’s lunch period. Parent must communicate to their child that lunch has been dropped off. The office staff is not permitted to interrupt instruction for food deliveries. Cell phones are permitted during lunch time only.

Rules and Expectations

Students may eat in the following areas:

- Cafeteria
- Courtyards

Off limit areas:

- Parking lots and fields
- Auditorium, wrestling room, auxiliary gym
- Commons/hallways
- Any classroom

Cell Phones and Personal Electronic Devices

CCPS allows the possession and use of cell phones and other personal electronic devices by students. It is the intent of the Superintendent to ensure that this allowance does not disrupt the learning environment, after-school activities, or the safe transportation of students. Students are permitted to use cell phones while attending (but not participating in) general public events that occur after-hours and are open to the community. The following conditions outline the standard expectations for the possession and/or use of cell phones by students at school, on the bus or on other school-chartered vehicles. Students may bring their phone or device, but once school begins the device must be powered completely off (not on vibrate or silent mode) and must remain in a non-visible, secure location, with the exception of lunchtime or during an approved activity period.

- Students may bring their phone or device, but once school begins the device must be powered completely off (not on vibrate or silent mode) and must remain in a non-visible, secure location, except for lunchtime.
- Phones and devices may be used during approved times but must not be disruptive or serve any inappropriate purposes, such as loud/explicit music or videos, recording, airdropping, sending, or posting inappropriate messages or images (via text or social media), or any type of cyberbullying.
- At the end of the lunch, all phones and devices must be immediately powered back off and returned to a non-visible, secure location, until the end of the school day.
- Students may use their phone or device at the end of the school day for the purpose of making transportation arrangements as it relates to after-school activities or events.

Please note the following additional guidelines governing all school levels:

- **Cell phones or personal electronic devices with camera and/or video functions must not be used to take or transmit any image or video at any time, even if the use of the phone or device is otherwise permitted.**
- **Violations of these expectations will result in consequences up to and including out of school suspension.**
- **The use of a cell phone or personal electronic device to secretly record or intercept a private conversation is a violation of state law. Violations may be reported to the authorities.**
- **All cell phone rules (and discipline consequences) apply even if communicating with parents. Parents are highly discouraged from initiating or participating in any electronic communication with their children during the school day.**

Lockers

Charles County Public Schools reserves the right to search lockers that have been assigned to students for their use during the school year. Lockers may be searched if there is reason to believe they might contain prohibited, illegal, or dangerous material. Each student will be assigned a locker (NO SHARING. This is to include no sharing physical education lockers). Use only the locker assigned to you and keep it locked at all times. Do not tamper with another locker or give your combination to another person. Your locker is school property and is subject to search by the administration. You are responsible for anything found in your locker.

Attendance/Truancy

It is the legal duty of the students to attend school regularly. Students who arrive after 7:45 AM are to report to the attendance office. For the late arrival to be excused, students are to have a parent/guardian present, or a written excuse note from the parent/guardian. When a student leaves school early, they need to be checked out by a parent/guardian or present a written note. The attendance office will issue a pass that the student is responsible for presenting to their teacher. Students who arrive to school after 7:45 AM must obtain a late arrival notice from the attendance office. *(Please refer to the Student Code of Conduct for a list of legal absences.)*

Class Cutting

Being absent from a class without permission is an unexcused absence and an act of truancy. **Anything over 15 minutes is a class cut and students will not receive credit for any work assigned during that class period even if the work is completed and turned in.**

Tardiness to Class

Students have four minutes between classes. All students are expected to be in their classroom before the tardy bell rings. **Any student who arrives after the tardy bell will receive a 4-hour Saturday detention. If they fail to attend detention they will be issued 2 days of ISI. Excessive tardiness can lead to progressive discipline up to and including out of school suspension.**

Extension Period

Every Tuesdays and Thursday during the extension period students will be expected to use FEV Tutoring. FEV Tutor offers a 1:1 online tutoring platform that provides live academic instruction and support to students 24/7.

Student Procedures for Arrival & Departure

Students should arrive by 7:15 AM in the morning. All students arriving before this time should report to the cafeteria or main lobby and will be released at the 7:15 AM bell. The warning bell rings at 7:25 AM, and students must be in their class by the 7:30 AM bell.

Dismissal time is 2:15 PM. If students have no supervised activity, they must exit the building by 2:30 PM. All students are asked to report to their sponsor, coach, or after-school program by 2:30 PM. All other students are to wait for their rides outside the building. Students may not remain in the building unsupervised.

Student Identification Cards

A photo identification card provided to each student including his/her name, grade, and assigned school. Students are expected to wear their identification card per school instructions during the school day, on field trips, and when attending school-sponsored activities. Violations of this expectation will result in consequences for insubordination as outlined in the Levels of Response section of this document.

Bus Rider Rules

Bus transportation to and from school is a privilege and not a right. The public school system is not required to transport students to and from school, and students may be denied transportation if they violate the rules set forth by the school and the transportation service. Inappropriate behavior on the school bus is considered serious misconduct. Infractions are handled at the school level. A student's bus riding privilege may be suspended for a period of time or for the remainder of the school year. Parents/guardians are notified if there is a bus infraction and of the disciplinary action taken. The school bus is an extension of the school day, and the consequences for misbehavior will result in school disciplinary measures being taken including possible suspension from school as well as the bus.

Students are only permitted to ride their assigned bus. Permission to ride another bus requires a written note to be brought to the front office upon arrival to school.

Charles County Public Schools reserves the right to randomly videotape students on school buses. The random use of videotape helps to monitor student behavior and evaluate school bus drivers. This might include both audio and video recording.

Students should be at the designated school bus stops ten minutes before the scheduled time and should wait until the bus comes to a complete stop before attempting to board.

While on the bus, students should always keep their hands and heads inside the bus. Remember that loud talking and noise diverts the driver's attention and makes safe driving difficult. Horseplay is not permitted around or on the school bus. Students are expected to adhere to the following expectations.

1. Never tamper with the bus.
2. Remove all articles from the bus, such as books, lunches, and personal items.
3. Students are prohibited from throwing objects out of the windows.
4. Sit in and remain in assigned seats while the bus is in motion.
5. Display good behavior and be courteous to classmates and bus driver.
6. Be quiet when approaching a railroad crossing.

Students riding a school bus are required to have an updated emergency card on file. Students are permitted to ride another bus only in cases of emergency and only with a special permit from the administration. See administrator in charge of buses.

Transportation information is in the Student Code of Conduct.

Student Automobiles and Parking Permits

Seniors and juniors with a valid driver's license may drive to and from school after complying with the school requirements to obtain permission. Violations of the driving regulations may result in withdrawal of the permission to drive to school. Notification by police of driving violations by students going to or from school may also result in the loss of school driving privilege.

Student parking is a privilege. Students will be required to park in their assigned parking space in the student parking lot. All cars should be locked after arriving in the morning. Each student who drives a car to school must have a registered parking pass. Students are not permitted in the parking lot during school hours without written permission obtained from the administration. Tardiness to school by student drivers will result in the revoking of the driving privilege.

Student drivers must pay \$25 for a parking permit. A special pre-approved, one-day parking permit may be obtained from the administration for special or emergency situations. Parking spaces are limited. Charles County Public Schools is not responsible for loss, theft, damage, or destruction of any vehicle on its property whether allowed or prohibited by this policy.

Accidents

All accidents that occur on school property or at activities under the sponsorship of the school must be reported immediately to the administration and to the school office. An accident report must be completed, no exceptions.

Vandalism and Property Damage

Our school buildings and equipment cost the taxpayers millions of dollars to construct, purchase, and maintain. Students who destroy or vandalize school property, including on a bus, will be required to pay for losses or damages. If students willfully destroy school property, disciplinary action may be necessary in addition to providing restitution. If a student should accidentally damage school property, he should report the damage to a teacher or an administrator immediately. It is vital that all students cooperate in keeping our school clean and safe.

Bullying/Harassment Policy

Bullying, Harassment and Intimidation – Bullying is unwanted, demeaning behavior among students that involves a real or perceived power imbalance. The behavior is repeated, or is highly likely to be repeated, over time.

To be considered bullying, the behavior must be intentional and include: 1) an imbalance of power (students who bully use their physical, emotional, social, or academic power to control, exclude, or harm others), and 2) repetition (bullying behaviors happen more than once or are highly likely to be repeated based on evidence gathered).

- Cyberbullying is bullying that takes place over digital devices like cell phones, computers and tablets.
- Cyberbullying can occur through texting, apps, or online via social media, forums, or gaming where people can view, participate in, or share content. Cyberbullying includes sending, posting, or sharing negative, harmful, false, or hurtful content about another student or employee. It can include sharing personal or confidential information about someone else causing embarrassment or humiliation.
- Harassment includes an actual or perceived negative action or actions that offend, ridicule, or demean another person regarding race, ethnicity, national origin, immigration status, family/parental or marital status, sex, sexual orientation, gender identity, gender expression, religion, ancestry, physical attributes, socioeconomic status, physical or mental ability, or disability.

- Intimidation is any communication or action directed against another student or staff member that threatens or induces a sense of fear and/or inferiority. Retaliation may be considered a form of intimidation.

Any proven evidence of Bullying, Harassment or Intimidation may include the involvement of the school resource officer (SRO).

Assaults/Fighting

THERE ARE TO BE NO FIGHTS AT THOMAS STONE HIGH SCHOOL. Physical altercations threaten the safety of others. Conflicts should never escalate to the point of a fight. Fighting, threats, aggressive language or gestures are considered unacceptable behavior and may result in suspension and/or a recommendation for expulsion from Charles County Public Schools. Students should seek the assistance of an adult if they think that a situation may escalate to a physical altercation. The administration has the right to contact the police. Charges of disruption of school may be pressed.

Medication Policy

Medications should be given at home if possible. All medications given during the school day must have a written doctor's order. This includes all prescriptions and over-the-counter medications. Medications must be transported to and from school by an adult. No student is allowed to carry any medications, except for albuterol inhalers, EpiPens, and oral glucose with a written doctor's order. Forms are in the nurse's office.

Media Center

The media center has books, magazines, and pamphlets for assigned study and recreational reading. It is open for use during the entire school day and a short time before and after school.

Students must abide by the rules of the media center. Failure to adhere to the rules and/or be disrespectful of the media center, its patrons, or its materials may result in a request to leave the media center and suspension of borrowing privileges. There is a charge for overdue, lost, or damaged materials. Students with obligations are expected to reconcile them in a timely fashion or they may be kept from participating in school events/activities and obtaining a parking pass.

Media Center Guidelines

1. The media center is open daily from 7:15 AM to 2:45 PM. No passes are required before 7:30 AM or after 2:15 PM.
2. Students must have a pass from a teacher or administrator to use the media center during the school day including during the student's lunch period.
3. All passes to the media center must be written on separate passes that the media center will keep (no plastic passes, classroom passes, or aide passes).
4. All materials must be taken to the circulation desk for proper checkout before exiting the media center. If the Checkpoint alarm sounds as a student attempt to pass through the security gate, they will be asked to return to the circulation desk to complete checkout procedures.
5. Absolutely no food, drink, candy, or chewing gum will be allowed in the media center or computer lab.
6. Most materials are available for checkout for up to three weeks. An overdue fine of 10 cents per day is applied to overdue materials.
7. Included in each student's Code of Student Conduct is an Internet contract that applies to appropriate use of the computer and its programs. Any student using the computers in an inappropriate fashion (which includes accessing personal e-mail accounts and looking up music lyrics) will be told to stop and may be asked to leave the media center.
8. Printing from media center computers for school purposes is free of charge. Personal printing is at the cost of 25 cents per page.

The School Counseling Office is designed to meet the needs of all students. Students can gain competence in educational, career, personal life planning and decision making. The counselors can:

1. Provide the opportunity to discuss educational/career and personal/social concerns.
2. Enable one to achieve his/her greatest potential.
3. Assist students working through any personal difficulties.
4. Assist students with understanding the decision-making process.
5. Assist students having problems with child abuse, depression, suicidal thoughts or drug/alcohol use.
6. Enable students to feel safe and secure in the school environment.

Our School Counseling Office consists of four counselors, a College/Career Coordinator, a registrar, and a secretary. You may see a counselor by making an appointment. You can do this by signing the appropriate counselor's appointment sheet located in the School Counseling Office.

All students are welcomed in the School Counseling Office. No question or concern is unimportant. Students needing support or encouragement in crisis situations can call the Maryland Youth Crisis Hotline at 1-800-422-0009 to get help from trained staff.

Request for Schedule Changes

Counselors, administrators, and teachers work diligently to ensure that students are scheduled correctly. The courses that students select also determine staffing. Therefore, schedule changes are difficult to obtain. A request for a schedule change can be discussed with a student, parent, teacher, and counselor on an individual basis. All requests should be made in the first 10 days of school.

College/Career Center

The College/Career Center is designed to encourage students, as well as staff, parents, and community, to explore a variety of college/career-related information. All students are provided time in the College/Career Center to develop a post high school plan so that they may be better prepared for their future.

The college/career center coordinator and the school counselors work closely in developing and implementing the students' career decision-making process, and contribute to the selection of materials, special programs, guest speakers, and College/Career Center orientation programs. Students and parents will be made aware of these opportunities through the College/Career Center newsletter (available on our home page).

Students may come to the College/Career Center during lunch, before and after school, or with a teacher's permission. Day and evening presentations are made throughout the school year are made throughout the school year. If a student is interested in attending a presentation, he/she should come to the College/Career Center to sign up and obtain a pass.

Academic Support Program

Thomas Stone High School's Extending Learning Opportunities (ELO) are designed to help students improve their skills to achieve success on their MCAP and obtain better grades. Numerous opportunities for ELO will be provided outside of the regular school day.

Waiver Students

Waivers for a shortened day schedule (early release) are given to seniors only on a case-by-case basis. Students must be able to meet all graduation requirements and have passed all HSAs. A senior can make an application to the principal for the following reasons:

1. College Waiver – a student accepted at a college or trade school and who will be taking two or more classes/semester for college credit. A minimum of 20 credits for part time and a minimum of 22 credits for full time.

2. Principal's Waiver – a student who has extenuating circumstances and has met all the graduation requirements must present a parent note requesting the waiver and reason for the request (a note from the employer may be needed).
3. Early Graduation – must meet the requirements for graduation set by the Board of Education and have an application approved prior to August 1 of the year student plans to graduate. (See your counselor for details.)
4. Academic Waiver – a student must be registered to take 4 or more Advanced Placement (AP) classes. Students must realize that the possibility of having 4 AP classes in a row is remote and electives may be needed to fill a schedule. A 2.75 minimum grade point average is also required.
5. CRD Students – a student enrolled in the Career Research and Development program with approved employment.

Students who are on a shortened day schedule must exit the building at the end of their last class. Students roaming the building will be subject to disciplinary actions and have the privilege removed.

Extracurricular Activities

It is the philosophy of Thomas Stone High School to have every student involved in at least one extracurricular activity. It is our belief that an active student is going to enjoy school more and experience greater academic success. See website for updated club list and staff contact information.

Clubs, Programs, and Organizations

| | |
|----------------------------------|-----------------------------|
| AVID | JROTC Marksmanship |
| Band | JROTC Raider Team |
| Chorus | Key Club |
| Classes (Sr., Jr., Soph., Fr.) | Math Team |
| Cooperative Education | Memorial Garden Club |
| Destination Imagination | MESA |
| Drama Club | Mock Trial |
| Educators Rising | Modeling Club |
| Envirothon | National Honor Society |
| Fellowship of Christian Athletes | Safe Driving Task Force |
| Gay Straight Alliance | Sign Language |
| It's Academic | Student Government (SGA) |
| JROTC Color Guard | VEX Robotics |
| JROTC Drill Team | W.E.B. Dubois Honor Society |
| | Yearbook |

Thomas Stone Cougar Activities Athletic Director – Mr. Heider

| | | |
|------------------|----------------|----------------|
| Baseball | Lacrosse-Boys | Track-Outdoor |
| Basketball-Boys | Lacrosse-Girls | Volleyball |
| Basketball-Girls | Soccer-Boys | Wrestling |
| Cheerleading | Soccer-Girls | Unified Bocce |
| Cross Country | Softball | Unified Tennis |
| Field Hockey | Swimming | Unified Tra |
| Football | Tennis | |
| Golf | Track-Indoor | |

Extracurricular Eligibility

The eligibility requirements for students are as follows.

Rising freshmen/Grade 9

- Students who are promoted from Grade 8 to Grade 9 automatically meet the GPA and attendance requirements for the first semester of their freshman year.
 - Absences count against eligibility for these students starting with the third quarter. Students who are absent fewer than five days from the previous quarter (second quarter) remain eligible without absence documentation.
 - Students who are absent five or more days can provide documentation of a lawful absence within five days of the absence and are limited to five parent notes.

Repeat freshmen and Grades 10-12

- Students must meet promotion standards.
- Students must have earned a 2.0 GPA from the previous quarter with no Fs for quarters 1-3.
- Students must have earned a final 2.0 GPA with no final failing F grades for any yearlong or semester course from the previous school year.
 - A student can earn an F for the fourth quarter but are eligible if they receive a final passing grade.
- Absences count toward eligibility.
 - Students who are absent fewer than five days the previous quarter remain eligible without documentation.
 - Students who are absent five or more days can provide documentation of a lawful absence within five days of the absence with a limit of five parent notes.

State regulations define lawful absences as: a student illness documented by a parent note; work approved or sponsored by the school; court summons; death of a family member; other emergency as approved by the principal; hazardous weather conditions; observance of a religious holiday; state of emergency; or lack of authorized transportation.

The policy also outlines eligibility for each quarter.

- Except for students promoted from eighth grade to ninth grade, students who wish to participate in fall extracurricular and/or athletic activities will need to meet eligibility requirements based on their final GPA at the end of the previous year.
- Except for students promoted from eighth grade to ninth grade, students who wish to participate in winter extracurricular and/or athletic activities will need to meet eligibility requirements based on their first quarter GPA.
- Students who wish to participate in spring extracurricular and or athletic activities will need to meet eligibility requirements based on their second quarter GPA.
- Except for students promoted from eighth grade to ninth grade in their first semester, if a student receives a failing grade in Quarters 1,2 or 3, they are ineligible for the remainder of the season, for post-season play and for the following quarter.
- Students academically ineligible at the end of the school year due to a failing grade may regain eligibility by attending and passing any/all summer school class(es) that caused the student to be ineligible, if said class(es) are offered in summer school. Students may regain eligibility only by taking the same summer school class to improve a failing grade or the corresponding equivalent that meets graduation requirements. GPA requirements will be recalculated after the completion of summer school.
- Summer school classes taken for original credit do not count toward or against eligibility.
- Students cannot gain or regain eligibility at interim or at any time during the quarter and/or season.



THOMAS STONE HIGH SCHOOL

BELL SCHEDULES

2024-2025



1ST PERIOD EXTENSION SCHEDULE – A LUNCH

| | |
|------------------|---------------|
| Student Entry | 7:15 |
| Warning Bell | 7:25 |
| Period 1 | 7:30 – 8:21 |
| Period 1 - EXT | 8:21 – 8:51 |
| Period 2 | 8:55 – 9:40 |
| Period 3 | 9:44 – 10:29 |
| Period 4 | 10:33 – 11:18 |
| Period 5 (Lunch) | 11:18 – 11:48 |
| Period 6 | 11:52 – 12:37 |
| Period 7 | 12:41 – 1:26 |
| Period 8 | 1:30 – 2:15 |

1ST PERIOD EXTENSION SCHEDULE – B LUNCH

| | |
|------------------|---------------|
| Student Entry | 7:15 |
| Warning Bell | 7:25 |
| Period 1 | 7:30 – 8:21 |
| Period 1 - EXT | 8:21 – 8:51 |
| Period 2 | 8:55 – 9:40 |
| Period 3 | 9:44 – 10:29 |
| Period 4 | 10:33 – 11:18 |
| Period 5 | 11:22 – 12:07 |
| Period 6 (Lunch) | 12:07 – 12:37 |
| Period 7 | 12:41 – 1:26 |
| Period 8 | 1:30 – 2:15 |

2ND PERIOD EXTENSION SCHEDULE – A LUNCH

| | |
|------------------|---------------|
| Student Entry | 7:15 |
| Warning Bell | 7:25 |
| Period 1 | 7:30 – 8:21 |
| Period 2 | 8:25 – 9:10 |
| Period 2 - EXT | 9:10 – 9:40 |
| Period 3 | 9:44 – 10:29 |
| Period 4 | 10:33 – 11:18 |
| Period 5 (Lunch) | 11:18 – 11:48 |
| Period 6 | 11:52 – 12:37 |
| Period 7 | 12:41 – 1:26 |
| Period 8 | 1:30 – 2:15 |

2ND PERIOD EXTENSION SCHEDULE – B LUNCH

| | |
|------------------|---------------|
| Student Entry | 7:15 |
| Warning Bell | 7:25 |
| Period 1 | 7:30 – 8:21 |
| Period 2 | 8:25 – 9:10 |
| Period 2 - EXT | 9:10 – 9:40 |
| Period 3 | 9:44 – 10:29 |
| Period 4 | 10:33 – 11:18 |
| Period 5 | 11:22 – 12:07 |
| Period 6 (Lunch) | 12:07 – 12:37 |
| Period 7 | 12:41 – 1:26 |
| Period 8 | 1:30 – 2:15 |

3RD PERIOD EXTENSION SCHEDULE – A LUNCH

| | |
|------------------|---------------|
| Student Entry | 7:15 |
| Warning Bell | 7:25 |
| Period 1 | 7:30 – 8:21 |
| Period 2 | 8:25 – 9:10 |
| Period 3 | 9:14 – 9:59 |
| Period 3 - EXT | 9:59 – 10:29 |
| Period 4 | 10:33 – 11:18 |
| Period 5 (Lunch) | 11:18 – 11:48 |
| Period 6 | 11:52 – 12:37 |
| Period 7 | 12:41 – 1:26 |
| Period 8 | 1:30 – 2:15 |

3RD PERIOD EXTENSION SCHEDULE – B LUNCH

| | |
|------------------|---------------|
| Student Entry | 7:15 |
| Warning Bell | 7:25 |
| Period 1 | 7:30 – 8:21 |
| Period 2 | 8:25 – 9:10 |
| Period 3 | 9:14 – 9:59 |
| Period 3 - EXT | 9:59 – 10:29 |
| Period 4 | 10:33 – 11:18 |
| Period 5 | 11:22 – 12:07 |
| Period 6 (Lunch) | 12:07 – 12:37 |
| Period 7 | 12:41 – 1:26 |
| Period 8 | 1:30 – 2:15 |

4th PERIOD EXTENSION SCHEDULE – A LUNCH

| | |
|------------------|---------------|
| Student Entry | 7:15 |
| Warning Bell | 7:25 |
| Period 1 | 7:30 – 8:21 |
| Period 2 | 8:25 – 9:10 |
| Period 3 | 9:14 – 9:59 |
| Period 4 | 10:03 – 10:48 |
| Period 4 - EXT | 10:48 – 11:18 |
| Period 5 (Lunch) | 11:18 – 11:48 |
| Period 6 | 11:52 – 12:37 |
| Period 7 | 12:41 – 1:26 |
| Period 8 | 1:30 – 2:15 |

4th PERIOD EXTENSION SCHEDULE – B LUNCH

| | |
|------------------|---------------|
| Student Entry | 7:15 |
| Warning Bell | 7:25 |
| Period 1 | 7:30 – 8:21 |
| Period 2 | 8:25 – 9:10 |
| Period 3 | 9:14 – 9:59 |
| Period 4 | 10:03 – 10:48 |
| Period 4 - EXT | 10:48 – 11:18 |
| Period 5 | 11:22 – 12:07 |
| Period 6 (Lunch) | 12:07 – 12:37 |
| Period 7 | 12:41 – 1:26 |
| Period 8 | 1:30 – 2:15 |

5th / 6th PD EXTENSION SCHEDULE – A LUNCH

| | |
|------------------|---------------|
| Student Entry | 7:15 |
| Warning Bell | 7:25 |
| Period 1 | 7:30 – 8:21 |
| Period 2 | 8:25 – 9:10 |
| Period 3 | 9:14 – 9:59 |
| Period 4 | 10:03 – 10:48 |
| Period 5 (Lunch) | 10:48 – 11:18 |
| Period 6 | 11:22 – 12:07 |
| Period 6 - EXT | 12:07 – 12:37 |
| Period 7 | 12:41 – 1:26 |
| Period 8 | 1:30 – 2:15 |

5th / 6th PD EXTENSION SCHEDULE – B LUNCH

| | |
|------------------|---------------|
| Student Entry | 7:15 |
| Warning Bell | 7:25 |
| Period 1 | 7:30 – 8:21 |
| Period 2 | 8:25 – 9:10 |
| Period 3 | 9:14 – 9:59 |
| Period 4 | 10:03 – 10:48 |
| Period 5 | 10:52 – 11:37 |
| Period 5 - EXT | 11:37 – 12:07 |
| Period 6 (Lunch) | 12:07 – 12:37 |
| Period 7 | 12:41 – 1:26 |
| Period 8 | 1:30 – 2:15 |

7th PERIOD EXTENSION SCHEDULE– A LUNCH

| | |
|------------------|---------------|
| Student Entry | 7:15 |
| Warning Bell | 7:25 |
| Period 1 | 7:30 – 8:21 |
| Period 2 | 8:25 – 9:10 |
| Period 3 | 9:14 – 9:59 |
| Period 4 | 10:03 – 10:48 |
| Period 5 (Lunch) | 10:48 – 11:18 |
| Period 6 | 11:22 – 12:07 |
| Period 7 | 12:11 – 12:56 |
| Period 7 - EXT | 12:56 – 1:26 |
| Period 8 | 1:30 – 2:15 |

7th PERIOD EXTENSION SCHEDULE– B LUNCH

| | |
|------------------|---------------|
| Student Entry | 7:15 |
| Warning Bell | 7:25 |
| Period 1 | 7:30 – 8:21 |
| Period 2 | 8:25 – 9:10 |
| Period 3 | 9:14 – 9:59 |
| Period 4 | 10:03 – 10:48 |
| Period 5 | 10:52 – 11:37 |
| Period 6 (Lunch) | 11:37 – 12:07 |
| Period 7 | 12:11 – 12:56 |
| Period 7 - EXT | 12:56 – 1:26 |
| Period 8 | 1:30 – 2:15 |

8th PERIOD EXTENSION SCHEDULE – A LUNCH

| | |
|---------------------------|---------------|
| Student Entry | 7:15 |
| Warning Bell | 7:25 |
| Period 1 | 7:30 – 8:21 |
| Period 2 | 8:25 – 9:10 |
| Period 3 | 9:14 – 9:59 |
| Period 4 | 10:03 – 10:48 |
| Period 5 (<u>Lunch</u>) | 10:48 – 11:18 |
| Period 6 | 11:22 – 12:07 |
| Period 7 | 12:11 – 12:56 |
| Period 8 | 1:00 – 1:45 |
| Period 8 -EXT | 1:45 – 2:15 |

8th PERIOD EXTENSION SCHEDULE – B LUNCH

| | |
|------------------|---------------|
| Student Entry | 7:15 |
| Warning Bell | 7:25 |
| Period 1 | 7:30 – 8:21 |
| Period 2 | 8:25 – 9:10 |
| Period 3 | 9:14 – 9:59 |
| Period 4 | 10:03 – 10:48 |
| Period 5 | 10:52 – 11:37 |
| Period 6 (Lunch) | 11:37 – 12:07 |
| Period 7 | 12:11 – 12:56 |
| Period 8 | 1:00 – 1:45 |
| Period 8 - EXT | 1:45 – 2:15 |

No Extension Bell Schedule

| | |
|-----------------|---------------|
| Student Entry | 7:15 |
| Warning Bell | 7:25 |
| Period 1 | 7:30 – 8:20 |
| Period 2 | 8:24 – 9:14 |
| Period 3 | 9:18 – 10:08 |
| Period 4 | 10:12 – 11:02 |
| Period 5 -Lunch | 11:02 – 11:32 |
| Period 6 | 11:36 – 12:26 |
| Period 5 | 11:06 – 11:56 |
| Period 6 -Lunch | 11:56 – 12:26 |
| Period 7 | 12:30 – 1:20 |
| Period 8 | 1:24 – 2:15 |

Early Dismissal and No Extension

| | |
|-----------------|---------------|
| Student Entry | 7:15 |
| Warning Bell | 7:25 |
| Period 1 | 7:30 – 8:05 |
| Period 2 | 8:09 – 8:42 |
| Period 3 | 8:46 – 9:19 |
| Period 4 | 9:23 – 9:56 |
| Period 5 -Lunch | 10:00 – 10:30 |
| Period 6 | 10:34 – 11:04 |
| Period 5 | 10:00 – 10:30 |
| Period 6 -Lunch | 10:34 – 11:04 |
| Period 7 | 11:08 – 11:39 |
| Period 8 | 11:43 – 12:15 |

One-Hour Delay and No Extension

| | |
|-----------------|---------------|
| Student Entry | 8:15 |
| Warning Bell | 8:25 |
| Period 1 | 8:30 – 9:12 |
| Period 2 | 9:16 – 9:58 |
| Period 3 | 10:02 – 10:44 |
| Period 4 | 10:48 – 11:29 |
| Period 5 -Lunch | 11:29 – 11:59 |
| Period 6 | 12:03 – 12:45 |
| Period 5 | 11:33 – 12:15 |
| Period 6 -Lunch | 12:15 – 12:45 |
| Period 7 | 12:49 – 1:30 |
| Period 8 | 1:34 – 2:15 |

Two-Hour Delay and No Extension

| | |
|-----------------|---------------|
| Student Entry | 9:15 |
| Warning Bell | 9:25 |
| Period 1 | 9:30 – 10:03 |
| Period 2 | 10:07 – 10:40 |
| Period 3 | 10:44 – 11:17 |
| Period 4 | 11:21 – 11:54 |
| Period 5 -Lunch | 11:58 – 12:28 |
| Period 6 | 12:32 – 1:02 |
| Period 5 | 11:58 – 12:28 |
| Period 6 -Lunch | 12:32 – 1:02 |
| Period 7 | 1:06 – 1:38 |
| Period 8 | 1:42 – 2:15 |

Nondiscrimination Statement

The Charles County public school system does not discriminate on the basis of race, color, religion, national origin, sex, sexual orientation, gender identity, age or disability in its programs, activities or employment practices. For inquiries, please contact Dr. Mike Blanchard, Title IX/ADA/Section 504 Coordinator (students) or Nikial M. Majors, Title IX/ADA/Section 504 Coordinator (employees/ adults), at Charles County Public Schools, Jesse L. Starkey Administration Building, P.O. Box 2770, La Plata, MD 20646; 301-932-6610/301-870-3814. For special accommodations call 301-934-7230 or TDD 1-800-735-2258 two weeks prior to the event. CCPS provides nondiscriminatory equal access to school facilities in accordance with its Use of Facilities rules to designated youth groups (including, but not limited to, the Boy Scouts)

