
CENTURY HIGH SCHOOL

Student Handbook



2024-2025
Carroll County Public Schools

2024-2025 CENTURY HIGH SCHOOL STUDENT HANDBOOK

Mission Statement

Every individual at CHS is committed to creating a safe, challenging, yet supportive, learning community. Unique partnerships, a technologically integrated learning environment, and high quality programs will link learning to future careers. Students will emerge as dynamic, self-directed learners, responsible citizens, and active participants in a rapidly changing world.

This handbook is prepared for the students and parents of Century High School. It is intended to both enrich school life and give students and parents a better understanding of their school. Included in this book is information about the day-to-day operation of the school, maps of the building, and rules and regulations. It is the responsibility of all students to read and become familiar with the information contained in this handbook. Parents are encouraged to also read and discuss contents with their students. More information and details about school policies and regulations are found in the CCPS Student Handbook, which is issued separately to each student.

Administration

Shannon Mobley, Principal; ShannonMobley@carrollk12.org

Jane Clark, Assistant Principal; JaneClark@carrollk12.org

Todd Hicks, Assistant Principal; ToddHicks@carrollk12.org

Alice Smith Hughes, Academic Facilitator; AliceSmithHughes@carrollk12.org

Ashley Hoyt, Administrator of Athletics and Facilities; AshleyHoyt@carrollk12.org

School Office Hours and Phone Numbers

The office staff at Century High School welcomes everyone to the 2024-2025 school year. Our office hours are 7:00 a.m. to 3:30 p.m. during the days in which school is in session. All high schools will maintain summer and non-school-day office hours from 7:30 a.m. to 3:30 p.m. During these hours, our office staff will be available to answer phones and greet guests at the school. **Our main office telephone number is 410-386-4400. Our fax number is 410-386-4413.** Please feel free to contact any of our office staff members listed below with any questions or concerns.

Main Office Staff

Cindy Lewis, Office Manager; CynthiaLewis@carrollk12.org

Mary Laulis, Administrative Clerical; MaryLaulis@carrollk12.org

Wendy Ross, Attendance Clerical; WendyRoss@carrollk12.org

Alicia Caltrider, Data Clerical; AliciaCaltrider@carrollk12.org

School Counseling Services

School Counselors are committed to helping students successfully navigate through their four years of high school successfully. They assist students with issues related to personal, academic, and social concerns in a variety of ways including individual and group counseling, guidance workshops, scheduling, and classroom guidance. In addition, school counselors work with students in developing individual educational career plans, exploring career interests, and researching post-secondary educational opportunities. Students should see their counselors for information related to colleges, business/trade schools, employment, or the military such as: transcripts, grade point averages, scholarship opportunities, PSAT/SAT/ACT and ASVAB testing, and more. Students are encouraged to sign up in the counseling office for an appointment to see their counselor at any time.

Direct Line to The Counseling Center — 410-386-4408

Counseling Staff

Shaunti Taylor, Counselor, Department Chair, Students A-D; ShauntiTaylor@carrollk12.org

Bev Jordan, Counselor, Students E-Ko; BeverlyJordan@carrollk12.org

George Wunder, Counselor, Students Kp-Ri; GeorgeWunder@carrollk12.org

Sherry Brown, Counselor, Students Rj-Z; SherryBrown@carrollk12.org

Lyndsay Fraser, Facilitator of Student Support; LyndsayFraser@carrollk12.org

Melinda Ditzen, Career Connections; MelindaDitzen@carrollk12.org

Hope McKeiver, Registrar; HopeMcKeiver@carrollk12.org

Jean Proudlock, Counseling Center Clerical; JeanProudlock@carrollk12.org

Tess Carroll, Counseling Center Clerical; TeresaCarroll@carrollk12.org

Who's Who at Century High School

ADMINISTRATION

Shannon Mobley - Principal
Jane Clark- Assistant Principal (Students L-Z)
Todd Hicks- Assistant Principal (Students A-K)
Ashley Hoyt- Athletic Director/Facilities Coordinator

ACADEMIC FACILITATOR

Alice Smith Hughes

SCHOOL COUNSELING

Sherry Brown – School Counselor (Rj-Z)
Melinda Ditzen - Career Connections
Bev Jordan - School Counselor (E-Ko)
Lyndsay Fraser- Academic Knight Support
Shaunti Taylor – School Counselor (A-D) - Department Chair
George Wunder - School Counselor (Ko-Ri)

SCHOOL RESOURCE OFFICER

MDS Demonte Harvey

CLERICAL

Alicia Caltrider - Data Clerk
Tess Carroll – Counseling Center Secretary
Mary Laulis- Administrative Secretary
Cindy Lewis - Office Manager
Hope McKeiver - Registrar
Jean Proudlock –Counseling Center Secretary
Wendy Ross - Attendance Secretary

FACS, TECHNOLOGY & BUSINESS

Joyce Anderson– Business
Chris Bohle- Computer Science- Content Area Liaison; CTE-Tech, Ag, JROTC
Business/FACS
Jeanine Holzer – FACS
Stan Jones– Tech Ed- HHSS Academy Leader
Leslie Knutsen – Business- Content Area Liaison
Business/FACS/CTE
Heather Lapidario– FACS
Kate Lundregan- Business
Tim Morrison- Technology Education
Kim Moyer – Agriscience

SUPPORT ROOM

Jackie Hurst – IA

ENGLISH

Becky Comegna – AHC Academy Leader
Noelle DeMars
Jen Eberle
Ashley Fritch– Content Area Liaison
Thom McHugh
Jaclynn Mehl
Mrs. Naper
Matt Willoughby

FINE ARTS

Melissa Adelman – Chorus/Social Studies
Nicole Diem – Art -Content Area Liaison
Lucas Hewitt– Drama/Math
Sara Norris Workman– Instrumental Music
Frank Reaver– Art
Lindsay Reaver - Art/Tech Ed

HEALTH SUITE

Lynn Runk - School Nurse

JROTC

Lt. Col. Lee Mitchell
1SG Walter Sitarek

MATH

Audrey Bressler
Jackie Dragon
Melissa Frey – Content Area Liaison
Doug Goff
Kara Goff
Lucas Hewitt – Drama/Math
Justin Metzger -BIM Academy Leader
Kirsten Palatella

MEDIA

Penny Foster – Media Specialist
Kim Hackett - Media Clerk

PHYSICAL EDUCATION/HEALTH

Steven Barker – Health/P.E.
Becky Groves –P.E.-Content Area Liaison
Sal Picataggi - Health
Scott Smith – P.E.

SCIENCE

Lance Cunningham
Buck Ferrin
Laura Fondi
Andrew Gibson
Rosalia Guest -Content Area Liaison; Dept Chair
Michael Inskeep
Candice Rickels
Bill Sadler
Kristen Simon- Science Lab

SOCIAL STUDIES

Melissa Adelman – Choral/Social Studies
Henry Butler
Anne Dorwart
Sam Elliott- Content Area Liaison
Trey Howes
Robert Manogue
Kelsey McDonald
Adam Patterson

SPECIAL EDUCATION

Zach Blessing
Erica Crosby - Clerical
Beth Flanagan –Content Area Liaison
Peter Hudak
Brittany Skolaski
Lisa Taltavull

STUDENT SERVICES

Casey Holdredge– Speech/Language
Laura King– Intervention Specialist
Nicole Maloney- Pupil Personnel Worker
Katherine Schoener – School Psychologist
Karen Shimek – ESO

STUDENT SUPPORT

Michelle Cantatore-Brown-IA/SSA
Mary Halsey – Permanent Site Substitute
Katrina Hartzog– Permanent Site Substitute
LuAnn Hash - IA
Nancy Heasley - IA
Brian Hollingsworth - IA - Hall Monitor/Security
Shelly Lauffer- IA
Shelly Mayne – IA -Hall Monitor/Security
Lisi Hurst– IA
Nick Murphy – Permanent Site Substitute
Sam Rothstein- Permanent Site Substitute
Judy Schaefer-IA/SSA
Barbara Schellberg – Permanent Site Substitute
Diane Seiberlich-IA

WORLD LANGUAGES

Rachel Fullen –STEM Academy Leader-Spanish
Angela Baylor (Spring Only)-Spanish
Julie Trite-French/Spanish
Sarah Ward – Content Area Liaison -Spanish
Michelle Wolff Locke-Spanish
Dominic States – Long Term Sub

CAFETERIA

Melanie Hoff- Manager
Dolly Kelly
Laura Logue

CUSTODIAL

Heidi Bantner
Ray Burroughs
Dennis Sanoy
Gail Linz- Building Supervisor
Selena Spellman
Russell Smith
Jeff Steras -2nd Shift Foreman
Kenneth Sy
Greg Wantz – Maintenance
Benji White

ATTENDANCE

Absences from School

CHS requires verification of every student absence.

We will accept any of the following from the parent or legal guardian:

- A **telephone call** to 410-386-4400 on the day of absence
- An **email** to CHSAbsence@carrollk12.org
- **Fax** to 410-386-4413
- A **written note** upon return of the student.

We will attempt to contact parents via telephone if we have not received any communication by the specified time. After 5 school days, unverified absences will be coded as unexcused. Students are not permitted to report their own absence.

Leaving School Early for Appointments:

Students leaving school for reasons other than a medical or other pre-approved appointment are considered **"attendance ineligible"** for the day and may not participate in extracurricular activities. In addition, students must be in school for two complete mods to be eligible to participate in after school activities. If a student must leave school before the end of the school day, **a written request from the parent or guardian must be submitted to the attendance clerical in the cafeteria prior to 7:25 a.m. of the day for which the request is made.** Students must report to the office and follow the sign-in/sign-out procedures before leaving and/or after returning to school.

College Visits

Juniors and seniors are allowed two days for college visits with no absence charged if written notification from a parent has been submitted prior to the visit.

Vacations

It is strongly recommended that parents plan vacation for times when school is not in regular session. When a vacation does fall during regular session, **prior written notification from a parent needs to be approved by an administrator.** After approval, the student then takes a **Vacation Notification Form** around to each of his/her teachers to be signed and then returned to the Main Office prior to the vacation. Even though the absence may be excused, students are required to make up work missed during that time. Some schoolwork, such as work requiring class participation (e.g. laboratory experiments), does not lend itself to make up. Missing such assignments may affect a student's grades. All absences will apply to the school's attendance policy and may result in the denial of course credit.

Absences for School Sponsored Activities

A student will be considered in attendance at school when participating in school-sponsored activities during the school day, and there will be no academic penalty for their participation. Students participating in any school activity which requires them to be out of the building for part of the day are expected to attend school the remainder of the school day (before and/or after) as well as the school day following the activity.

Final Exams

Students will not be allowed to take final exams early due to security issues. Parents must request in writing (to the principal) for a student to take exams at times other than assigned.

Learner's Permit Attendance Form

As of October 1, 2007, the Maryland Motor Vehicle Administration (MVA) requires all applicants **under the age of 16** to demonstrate an acceptable level of school attendance. Please refer to the MVA Web site www.marylandmva.com or the Maryland State Department of Education's Web site at <http://www.marylandpublicschools.org/msde> for more information and to **download the Maryland MVA Learner's Permit School Attendance Certification form (DL-300)**. Students may also pick up a form from the Main Office. Prior to obtaining a permit, the school must verify the student's attendance. Please complete the form prior to submitting it to the school for verification. Due to the complexity of the expectations on the school's part, the attendance cannot be verified on a drop-in basis. We ask parents to **allow the school 24 hours** to compile the attendance information and complete the form.

IMPORTANT NOTE: An absence from school to obtain a learner's permit will be marked UNEXCUSED.

Tardy to School

Students who come to school late must report to the Main Office to sign in. If the note from home that a student brings does not meet the State's guidelines for excused reasons, the lateness will be unexcused. Three unexcused tardies will result in a one hour after school detention on an assigned day. Excessive lateness or a pattern of unexcused lateness will result in further disciplinary action.

Students tardy on the day they are to participate in extracurricular activities **may not** participate in practice or any activity that day except by special approval from an administrator or the Athletic Director. A **doctors' note or funeral notice is required**. In addition, students must be in school for two complete mods to be eligible to participate in after school activities.

Truancy/Leaving School without Permission

Truancy is missing school for all or part of the school day without school and parental permission. Once at school, regardless of parental consent, students may not leave school without parent approval and signing out in the Main Office. Violations will result in disciplinary consequences.

Schoolwork for Extended Absences

Students who are absent for two days or less should check their Schoology Classrooms for assignments. Parents wishing to obtain homework for students who are absent due to an extended illness of at least three days should touch base with their student's teachers via email as work is posted in Schoology Classrooms.

Make-Up Work

Work missed because of excused absences may be made up within a set time limit. The student has the number of days they were absent to make up the work (e.g. one day absent = one additional day upon return, two days absent = two additional days upon return). Students are expected to take the initiative in speaking with their teachers immediately following their absences from class. **Students are reminded that long-term assignments or projects are due on the date announced regardless of the absences.** These absences may occur in between the time the announcement is made and the time the assignment or project is due. In the case of an illness, or an emergency, which extends over a period of time, arrangements may be made with the teacher to consider a revised date. Students are allowed to make up work missed during suspensions and excused absences for credit but cannot earn make-up credit for unexcused absences, truancy, or class cuts. Repeated unexcused absences could result in the loss of credit for the course.

GENERAL INFORMATION

Carroll County Career and Technology Center

Students enrolled in classes at the Carroll County Career and Technology Center must ride the shuttle bus that is provided to transport them there. Exceptions will only be made for valid reasons and where proper application initiated by the Career and Technology Center has been made and approved. If a student misses the shuttle bus, a parent will be notified to arrange alternate transportation. If that is not possible, the student may be assigned to the Knights Academic Center by an administrator and the Career and Technology Center will be notified of the unexcused absence.

Change of Address

Students are requested to inform the guidance office of a change of address/telephone number in order to help in addressing mailings or in the case of an emergency. One of the following that shows the name and new address will be needed to verify a new residence: copy of deed to the house or lease agreement, or utility bill such as electric bill.

Deliveries for Students

The administration does not permit the delivery of food, balloons, flowers, etc., to students during the instructional day. For obvious reasons, we will not interrupt classroom instruction. Any delivery will be held in the main office until the end of the school day. At that time, students will be called to the office to pick up their item(s). If a student rides a bus, the item(s) must be easily transportable on the bus or the student will need to call a parent or guardian to provide transportation.

Discrimination Regulations – See CCPS Student Handbook

Dropping Student off in the Morning

Parents are to use the Student Parking Lot on the west side of the building when dropping students off in the morning. This will be monitored to ensure continued safety of students and drivers.

Grievance and Appeal Procedures – See CCPS Student Handbook

Locks and Lockers

Hall lockers are provided for students by request and as assigned by Advisory teachers. The security of a student's locker depends upon keeping the combination confidential. Separate locks and lockers are available to students taking physical education classes. Lockers are the property of the School Board and must be kept clean at all times. School administrators may search lockers at any time. Students are responsible for damage to their lockers. Students should not share lockers.

Obligations

Students are responsible for school-owned materials that are issued to them (including computers and chargers). If the materials are lost or damaged, the student will be required to reimburse the school for the materials. Unpaid parking tickets are considered an obligation. Textbooks, other materials of instruction, uniforms, and event tickets may not be issued to students until obligations have been satisfactorily resolved. Activity fees will not be accepted until obligations have been cleared.

Permission to Photograph, Videotape or Audiotape

Throughout the school year, Carroll County Public Schools frequently cover school activities and may use the student's photograph, video image, or voice for educational and informational purposes, with or without identification by name.

Parents who do not wish to have their student appear in a video tape or photograph or have his/her voice reproduced on tape should notify the school principal in writing. It is assumed that parents and guardians consent to their children being photographed, videotaped, or audio taped unless otherwise indicated. There are also occasions at which the media cover public school events. If parents do not wish to have their children's name or likeness published by the media, concerns need to be addressed directly to the media involved.

Posting of Signs

Students may not post signs without permission of an administrator and activity advisor. All signs posted should be in good taste and reflect high standards. Signs are not to be taped to any walls that are made of wallboard. Bulletin boards are available. Signs should be removed within a week after the event.

Student Valuables

Students are cautioned not to bring large amounts of money, cameras, iPods, handheld video games, expensive cell phones, and accessories to school. Watches, smart watches, glasses, jewelry, and other valuable items tend to disappear if they are not closely secured. Students, not the school, must assume responsibility for their own personal property. It is advised that students not share lockers or locker combinations. Students are reminded to properly secure all items in locker rooms. Valuables and clothing are to be locked in lockers.

Telecommunications – See CCPS Student Handbook

Textbooks

Textbooks may be provided to students for certain classes. Each book a student receives is numbered and must be the same book the student returns to the teacher at the end of the course or when requested by the teacher. Normal wear and tear is expected, but excessive damage will be fined at a rate in proportion to the damage. For lost books, charges will be made depending upon the age of the book, on a scale established by county policy ranging at the rate of one-fifth off the new book price for each year of service. A minimum of \$5.00 for a hardback and \$2.00 for a paperback book will be charged.

Visitors to School

Parents are always encouraged to visit the school, but all visitations should be limited to persons on legitimate business. **All visitors and parents must report to the main office immediately upon arrival, present a valid driver's license and secure a visitor's pass.** Students from other schools and Century graduates will not be permitted to visit when school is in session. Students should not bring small children/siblings to school anytime when school is in session. Unauthorized visitors will be dealt with according to the Maryland Trespass Law. Nonstudents are not allowed to pick up Century High students at any time without written consent. Students are not allowed to have visitors for lunch. Visitors should not use the front parking lot between 2:00 and 2:30 because of bus dismissal.

Weather Related School Closings and Delays

School Messenger is used as one of our notification systems when we experience inclement weather and there is a change to the normal school day. **Parents will receive an email message and a phone call. Look for announcements** on the home page of our web site at www.carrollk12.org, CETV Channel 21 on Comcast Cable, and local and regional radio and television stations — WTTR (1470 AM Radio), WCBM (680 AM Radio), WBAL (1090 AM Radio), WMAR-TV (Channel 2 TV).

Cancellation of Extracurricular Activities Due to Inclement Weather:

ALL practices, games, and extracurricular activities are CANCELLED when schools dismiss early due to a weather related emergency. **Please do NOT call the school. We need to keep our lines open for emergency communications.**

If you do not want your student driving home if school closes early due to bad weather, please tell him or her **ahead of time** to ride the bus home or expect someone to pick them up. Having an emergency plan in place with your students prior to an unexpected closing will help to limit incoming and outgoing phone calls. We appreciate your cooperation!

Work Permits for Students

As of July 29, 2014, schools are no longer responsible for issuing work permits. Students log on to the Maryland Department of Labor at <https://www.dllr.state.md.us/ChildWorkPermit/web/content/Home.aspx>. Follow their instructions.

STUDENT SAFETY & SECURITY

Fire Drills

Fire drills may be either announced or unannounced. During a fire drill, under the direction of their teacher, students will leave the building according to the fire drill map and meet at a designated location. Students are not to assist in firefighting or handling extinguishers. Students are to remain with their group under the supervision of their teacher. Teachers will take attendance at the designated location and report missing students to the office.

Insurance

All students are encouraged to purchase the low-cost accident insurance available to them. Students participating in interscholastic athletics are required to purchase the insurance, or to have their parents sign a waiver indicating adequate insurance coverage at home. Student accident insurance will be in effect immediately upon payment of the premium.

Lightning Policy

When lightning is in the area, all outdoor activities, practices, and games shall be terminated and everyone cleared from the practice area or stadium. Activities can resume when the area has been clear of lightning for 20 minutes. Definition of lightning in the area: When the streaks of lightning can be seen anywhere inside the horizon, in any direction.

Operating Equipment

Students are not permitted to operate equipment or handle chemicals unless under the direct supervision of a teacher. Operation of power tools and equipment is not allowed under the supervision of a short term substitute teacher.

Safety Glasses

State law mandates the use of goggles or similar devices for certain types of school activities. Every student and teacher participating in chemical or combined chemical-physical laboratories or any other activity, which necessitates protection of the eyes, must wear safety goggles or safety glasses.

Searches and Seizures – See CCPS Student Handbook

STUDENT SERVICES

Department of Student Services – 410-386-3434

Bus Transportation – See CCPS Student Handbook

Bus transportation is provided for students who live more than a mile from school or where walking conditions are hazardous or unusual. Students are to be at their bus stop 5-10 minutes before the bus is scheduled to arrive. It is the responsibility of the parents to provide supervision for their student while waiting at the bus stop or while walking to or from the designated stop or school. Students are allowed to have only one AM and one PM bus stop location unless specifically authorized via a bus pass through an administrator for extenuating circumstances. Students may be denied the privilege of riding a bus when their behavior is inappropriate or they are uncooperative with the bus driver. Student behavior may be monitored by a video camera.

Students may only ride their assigned bus.

Century does not create bus routes/stops. Please call Transportation (410-751-3229) with any concerns regarding bus routes/stops.

Cafeteria

Breakfast – Breakfast is served every day from 7:00 am – 7:25 am. Breakfast is not served on days when school opens two hours late.

Lunch – All students are to report to the cafeteria during their assigned lunchtime. All other locations are unauthorized during a student’s lunch period unless specific permission has been granted. Food may be brought from home or purchased, but **food deliveries are prohibited**. Free and reduced lunch program information is available in the Counseling Office. All food, candy and beverages are to be consumed in the cafeteria only (not in halls or classrooms) and students are expected to clean up their lunch area before dismissal from the cafeteria.

Health Suite Procedures – See also CCPS Student Handbook

Students may not carry any medication, prescription or otherwise, while in school. All meds need to be kept in the health room and must be transported by a parent. In addition, no medications can be administered without orders. Forms are available through the CCPS website or the nurse. Ibuprofen and Acetaminophen can be administered with just a parent signature; all other medications require a physician’s signature. The following items are not considered to be medications:

- Chapstick/lip balm
- Hand creams and lotions
- Non-medicated cough drops
- Sunscreen
- Saline eye drops or Saline nose spray
- Individually wrapped antibacterial hand wipes

No stock medications are kept in the health room. The school nurse cannot administer ibuprofen, acetaminophen, or any other medication to your student unless you have provided the medication to the school.

If your student feels unwell during the day and texts, or calls, to tell you they want to go home, please tell them **they must go to the health room** to be assessed by the nurse first.

The Health Suite is for students who need to check their vitals, need to take medication or are ill. It is not a place to go to avoid class or to socialize.

ADVISORY PROGRAM

All students and teachers are involved in Century High School’s Student Advisory Program. Teachers assist students in exploring their career interests and developing their individual program of studies. Regular meetings are held and topics critical for student success in high school are explored. Communicating with parents and building a student/teacher/parent partnership are key aspects of this program. Advisory groups meet daily. Advisory lessons are delivered normally during Advisory time on Wednesdays each week.

ACADEMIES

An academy is a small learning community of students and teachers within a larger high school that fosters a sense of belonging and provides opportunities for career exploration. Students are engaged in a rigorous curriculum with a career theme enabling them to see relationships among academic subjects and their application to careers. Academy graduates will be prepared for post-high school education in addition to acquiring work-related knowledge and skill. Partnerships with employers, the community, and local colleges will bring resources from outside the high school to improve student motivation and achievement.

Career Academies

After career exploration opportunities through Freshman Seminar and the Advisory Program, ninth grade students will select one of four career academies. Career academies provide students the opportunity to undertake coursework that is related to career interests. Students will select six or more credits in a career strand that will allow further exploration of a career. Students that earn six credits within their academy will receive an academy certificate.

The four career academies are:

- **Arts, Humanities, and Communication, Becky Comegna, Academy Leader; BeckyComegna@carrollk12.org**
- **Business and Information Management, Justin Metzger, Academy Leader; JustinMetzger@carrollk12.org**
- **Health, Human, and Social Sciences, Dawne Dill, Academy Leader, StanJones@carrollk12.org**
- **Science, Technology, Engineering and Mathematics, Rachel Fullen, Academy Leader, RachelFullen@carrollk12.org**

Freshman Seminar

Century Seminar is a course taken by ninth grade students at Century High School. The curriculum has been developed to provide students with the skills and resources needed to be successful during their high school career. Students will become familiar with Century High's programs and resources; will expand their study, organizational, technological, and decision-making skills; and will explore opportunities provided in Century High's Academy Program

STUDENT BEHAVIOR

Appropriate Language

Abusive or profane language is not acceptable at Century High School. Cursing, slang used to describe body parts or functions, or language that is demeaning and disrespectful to others is not tolerated. Appropriate disciplinary action will be taken; up to and including suspension.

Assembly Behavior

Whenever large groups gather, it is important that everyone demonstrate appropriate behavior. It is essential that whenever someone goes to the podium, everyone should be quiet and pay attention. Students are to be respectful, and those who are not will be removed from the assembly for disciplinary action.

Authority of School Personnel

Administrators and all staff have authority over all students at all times when students are on school property or are participating in any type of school activity. Teachers have been given specific professional responsibility to correct unacceptable behavior of any student in the halls, cafeteria, or any other area on the school grounds. Students are urged and expected to respond to teachers and staff in a positive manner by stopping or avoiding those actions which are not acceptable. Students must provide their name to any staff member when asked. The teacher will determine appropriate classroom conduct.

Bell Schedule

Classes are not automatically dismissed when the bell rings. Dismissal of the class is the prerogative of the teacher. At no time, without the permission from the office, should a teacher dismiss class before the signal sounds, nor should the teacher allow students to stand in the doorways or halls waiting for the signal to change classes.

Bullying, Harassment, Hazing – See CCPS Student Handbook

Electronics Device Policy

Including cell phones (and accessories), smart watches, tablets and other personal electronic devices

- Devices should be silenced and out of sight (put away).
- Devices are only to be used for educational and instructional purposes at the direction of the teacher or other staff member.
- Students are not permitted to take pictures, record or take videos of staff or other students.
- Devices are not to be used during instructional (class) time.
- Students are permitted to use their devices at lunch or between classes in the hallways.

Misuse

Students who violate the electronic device policy will be referred to administration for appropriate action. First two offenses are warnings (with minor referrals), third offense is a lunch detention (with a minor referral), fourth offense is an after school detention (with a minor referral), fifth offense is a Saturday School (with a major referral). The process resets at the beginning of each semester.

Liability

Carroll County Public Schools assumes no responsibility for the loss, damage, theft, or charging of personally owned portable electronic devices and/or related accessories brought to school or on the school buses. Students bring these devices to Carroll County Public Schools at their own risk.

Dances

Dances and other social affairs are held on nights that do not precede a school day. Dances will be open to all students of Century High School unless advertised otherwise. A Century student may bring one guest who is a non-CHS student if the guest is high school age, does not attend middle school and if prior to bringing a guest, the student completes a guest pass available in the office. All guests must be approved by administration.

Dance Regulations:

1. Student I.D.'s are required for admission.
2. All school rules and regulations will be in effect during dances for students and their guests.
3. Students and their guests may be admitted only once during the evening. School policy prohibits a second admission (unless approved by an administrator.)
4. Students will leave their parked cars and enter the dance immediately or they will be asked to leave the premises and not return during the evening. (No sitting in cars)
5. A chaperone, administrator or security person may deny admittance at the door for reasonable cause.
6. Students must be in school the day of/before a dance in order to be eligible to attend.

Detention

Violation of school policies may result in detaining students before and/or after school hours. A teacher or an administrator may detain students. Parents must be notified by letter, discipline referral, telephone call or email prior to a detention to let parents know that disciplinary action has been necessary and so arrangements for transportation can be made. Detention is held every day from 2:30 p.m. – 3:30 p.m.

Dress Code

Students of Carroll County Public Schools are required to groom themselves in a manner that is not disruptive to the educational process and is reflective of a learning environment. Students are expected to abide by this dress code from their arrival to the school building to the defined ending of the school day as well as at any school sponsored or school sanctioned event. The requirements include, but are not limited to:

Head Coverings:

- Be removed upon entering the school building, unless approved for religious or medical reasons.
- Certain headbands, scrunchies, and folded bandanas, which are used to hold hair in place and do not cover the entire head, are permitted.
- One's face must be visible at all times.

Shirts:

- Shall reasonably cover the back, the cleavage area, and the entire midriff area.
- See-through or mesh shirts are not permitted, unless worn in conjunction with an appropriate top.

Dresses/Shorts/Skirts/Skorts/Pants:

- Shall cover the entire buttocks and private areas while the student is sitting, standing, and bending over.
- Pants shall cover undergarments at all times; that is, the waistline of the pants shall be on the upper hips. **Other:**
- Appropriate shoes shall be worn.
- No bedroom slippers or pajamas shall be worn.
- Clothing that may endanger health or safety, that may be used as a weapon, or that may cause damage to property shall not be worn.
- Undergarments shall not be worn as outerwear or be visible through outer garments.
- Clothing shall not be worn that would lead school officials to reasonably believe that such attire will materially disrupt, interfere with, disturb, or distract from school activities, the safe operation of the school, or the rights of other students to access and participate in a safe and welcoming educational environment.
- Clothing shall not convey advertisements for or promote the use of condoms or other birth control devices, tobacco, alcohol, drugs, or the unlawful use of weapons, stated or implied.
- Clothing shall not convey profanity or symbols/messages depicting, implying, or which are reasonably perceived as promoting intolerance, hatred, and/or a hostile educational environment or harassment/ bullying on the basis of age, color, genetic information, marital status, mental or physical disability, ancestry or national origin, race, religion, sex, sexual orientation, gender identity or gender expression. This prohibition includes, but is not limited to, Confederate Battle Flags and swastikas. Clothing and accessories shall not depict symbols/messages of groups, which are generally recognized as promoting intolerance, hatred, and harassment/bullying, such as the Ku Klux Klan or Aryan nation.
- Clothing shall not convey establishments or products whose names can be directly interpreted or construed as carrying a "double meaning" involving sexual innuendo, gang symbols, or sexual activity.
- Body art, whether permanent or temporary, which would otherwise violate this policy if depicted on attire, must be completely covered during the school day or at any school-sponsored or school-sanctioned event.

Violations: All student dress code violations shall be addressed in a respectful manner. When possible, a student's dress code concerns shall be addressed by a staff member of the student's gender identity. A student found wearing inappropriate clothing will be asked to change or remove the item, and will be given an opportunity to do so. Should the student not be able to change or remove the item, clothing may be provided by the school. Student failure to cooperate will be referred to an administrator. Any student not complying with the direction of the administrator may be considered insubordinate and subject to appropriate disciplinary action. The Superintendent/designee may enforce additional restrictions in order to maintain a safe and orderly environment.

Request for Exceptions: Exceptions to the dress code for the purpose of school spirit activities by clubs or organizations will occur at the discretion of the school administration.

Drug and Alcohol Programs, Policies and Procedures – See CCPS Student Handbook

Food and Beverage

Food is to be eaten only in the cafeteria. This includes food purchased from student organizations before or after school. Students shall purchase food from the cafeteria only on their assigned lunch periods. **Students are not permitted to order food for delivery during school hours.** Vending machines are restricted from use from 7:15 am until 2:20 pm.

Moment of Silence

In compliance with Board of Education policy, all students will observe approximately one minute of silence following the Pledge of Allegiance. Each person may meditate, pray, or engage in any other silent activity, which does not interfere with, distract, or impede others in their observance. It is inappropriate to talk or make any audible sounds, gesture, use sign language, or write notes during this time.

Prohibited Activities/Items

The following activities/items are prohibited during the school day unless otherwise specifically stated for educational purposes: water guns, laser pens, skateboards, lighters, matches, Frisbees, glass containers, firecrackers, gambling, arm wrestling, snowball throwing and other activities that are unsafe or disorderly. Skateboards and skates may not be brought into the building or used on school grounds. Snowmobiles and ATV's may not be used on school property. In addition, Century High enforces the county policies on drugs, alcohol, and tobacco possession, use, and distribution.

Delivery of food, flowers, or balloons to students from outside vendors is prohibited. Items received for noneducational purposes will be held in the Main Office for students until the end of the day.

Respect for Others

Teaching respect for others is an important part of the mission of Century High School. Each individual (student, staff, or parent) has the right to pursue life without harassment. Each individual has the obligation to allow other people to have the same right. Therefore, racial, gender, religious, ethnic intolerance, or any other type of discrimination will not be tolerated at Century High School. Verbal slurs attacking a person's race, gender, sexuality, religion, or ethnicity will be dealt with firmly.

Saturday School

In lieu of suspension for disciplinary reasons, students may be assigned to one of four Saturday School programs held at Winters Mill High School in Westminster. A contract to serve Saturday School will be signed by the student and a parent. Failure to serve satisfactorily on the assigned date will result in a suspension from school. Students with attendance-related problems such as truancy, class cutting, chronic tardiness, or leaving school without authorization may be assigned to the Saturday School for Attendance Program. The Saturday for Success Program may be assigned for uncooperative behavior. The Saturday for Conflict Management Program may be assigned to help students with conflict resolution. Students found smoking or in possession of nicotine or nicotine replacement, products will be assigned to the Tobacco Education program.

Serious Threats of Violence – See CCPS Student Handbook

Sexual Harassment – See CCPS Student Handbook

Student Activities – Guidelines

Maryland State Bylaw 730.3-- All student organizations desiring to conduct activities in public buildings or on public school grounds shall be permitted to conduct these activities **only** if authorized to do so and shall thereafter be subject to the regulations and to the approval and supervision of the administration and faculty of such school.

Student Driving and Parking Permits

Driving to school and parking on school grounds is a privilege for juniors and seniors only. Students who drive to Century must maintain academic eligibility to receive and keep a parking permit. All obligations must be paid before a parking permit will be issued. Students who drive to school must have a current Century parking permit. Parking permits are available for \$20.00. Once students are on school grounds, all school rules apply. Students should park their vehicles on the west parking lot and enter the building without loitering on the parking lot. Students who park without a permit will be subject to a \$5 fine per day, other parking fines are \$10 per incident. Students may visit their vehicle during the school day **only** with written permission from an administrator. **Car trouble or traffic delays are not an excused reason for lateness to school. Leave with plenty of time to allow for unforeseen circumstances.**

Students who commit Reportable Offences – See CCPS Student Handbook

Student Support Room

The Student Support Room is for students who cannot, or will not, conform to school policies and procedures or who need a period of time to ‘cool off’. Only administrators may assign students to the Support Room. Compliance with the following rules is expected:

1. Be on time and report as assigned.
2. Sit in the assigned seat and remain in the room even during class changes.
3. Students are expected to complete work via their computer using their Schoology classes. Adult support is available to assist as needed.
4. No cell phones, no talking to other students and no sleeping.
5. Failure to successfully meet expectations may result in the student being suspended or reassigned to another day in the Support Room.

Supervision of Students

Students are to be supervised at all times when on school property. Students are not to be on school property prior to 7 am or after 3 pm unless they are participating in an activity that is directly supervised by a staff member.

Suspensions – See CCPS Student Handbook

1. Students may be suspended for up to ten consecutive school days by the school principal or his/her designee. During those ten days, a satisfactory student/parent conference is to be held.
2. A suspension is a legal absence from school, and students are expected to make up work according to the Century make-up policy.
3. Suspended students **may not participate in, or attend**, any school activity while on suspension.
4. A suspended student may not come onto any Carroll County Public School property without the permission of an administrator.
5. Under no circumstances is a suspended student allowed to visit another school for any reason without the specific permission of that school’s principal.

Suspension, Extended Suspension, Expulsion – See CCPS Student Handbook

Tardy to Class

Students are required to report to class, or their assigned areas, on time. If a student does not present a valid pass, the teacher will warn that student for the first two occurrences. A detention will be assigned for the third lateness. Additional lateness will cause additional hours of detention.

Tobacco/Vaping – See CCPS Student Handbook

Violent Acts – See CCPS Student Handbook

Weapons on School Property – See CCPS Student Handbook

MEDIA CENTER

The media center is open to all students and staff to serve the school as a learning community through reading, research, and information.

- Loan periods
 - Print materials – three weeks
 - Reference materials – overnight
 - Extensions may be made with your media specialist
- Databases – each high school subscribes to a number of electronic databases with both school and home access. See Ms. Foster, Media Specialist, for usernames and passwords.

HONOR POLICY

Honor Statement

The Century Honor Policy which states that each student for each assignment/assessment agrees that they “have neither given nor received any *unauthorized assistance*” on any given assignment/assessment. This includes any and all AI products, including, but not limited to Chat GPT, Grammarly, etc.

“I pledge on my honor that I have not given or received any unauthorized assistance in this assignment/examination.”

This statement is displayed in every instructional and testing room. Teachers discuss and explain this before assignments and reinforce throughout the year. Teachers may print or have students write and/or sign the policy on major assignments. Students have the right to refuse to write and/or sign the code; this, however, does not exempt them from the Honor Policy.

Academic Honesty

Academic honesty is an essential part of any school community. Carroll County Public Schools seeks to promote the importance of honesty as a basis of respect and cooperation among all of its members. All parties – students, teachers, administrators, and staff have the obligation to act in a consistently honorable manner with one another. Academic dishonesty/cheating, in any form on a graded assignment will not be tolerated. Examples include, but are not limited to: turning in work as your own when someone else has done all or part of the assignment, knowingly giving or receiving information about answers to homework, quizzes, or tests, and plagiarism. Schools develop honor codes to encourage students to value personal integrity and to emphasize the responsibility that individuals have for their own honesty. All students need to be fully aware of definitions and expectations related to their specific school’s honor code. Questions should be directed to school administrators.

Policy

Major items: [tests, projects, papers]

1st offense – 0 on the assignment; parent, teacher and administrator contact

2nd offense – Potential failure for quarter; parent, teacher, administrator conference

Minor items: [homework, classwork]

Teacher discretion – 0 on the assignment, reassignment, and disciplinary actions in line with accepted discipline policy

CHEATING ON STANDARDIZED TESTS

A student who knowingly causes, allows, or is otherwise involved in the presentation of forged, counterfeit, or altered identification for obtaining admission to a test administration site for any of the tests listed below shall have the test results invalidated and shall be ineligible to retake the test until the next official testing opportunity. A student who knowingly engages in any activities during testing which results in invalidation of scores shall be ineligible to retake the test until the next official testing opportunity.

- The Maryland State Comprehensive Assessments
- The High School Equivalency Program Test (GED), and other test instruments required by the State Board of Education.

GRADING POLICY

(See CCPS Handbook)

Marking Period Ending Dates*

1st Marking Period – November 7, 2023
2nd Marking Period – January 26, 2024
3rd Marking Period – April 9, 2024
4th Marking Period – June 13, 2024

*These dates are subject to change.

Report Card Distribution Dates*

1st Marking Period – November 14, 2023
2nd Marking Period – February 2, 2024
3rd Marking Period – April 16, 2024
4th Marking Period – June 19, 2024 (mailed)

Midterm dates for 2024-2025 are as follows:

Quarter 1: October 5, 2023

Quarter 2: December 13, 2023

Quarter 3: February 29, 2024

Quarter 4: May 10, 2024

Eligibility – See CCPS Student Handbook for the following:

- Academic Eligibility
- Conduct Eligibility
- Attendance Eligibility

Ineligible List

At the end of each quarter, those students who earn one or more F's (failures), WF (withdrawn failing), or I's (incompletes), and those students that have less than a 2.0 weighted GPA on their report cards for the marking period will be declared academically ineligible to participate in extracurricular activities. A list of those students will be made available to coaches and extracurricular activity advisors. Students who earn an "F" in quarter four and those that have less than a 2.0 GPA are ineligible to participate during the first quarter of the next school year. A student can REGAIN ELIGIBILITY if all grades are a "C" or higher at the midterm. A student needs to meet with the Principal to regain eligibility. In addition, students are required to be on time to school and attend all classes for a full day on the day of the extracurricular activity. A student must be enrolled in two or more classes for credit per quarter to be eligible for extracurricular activities.

Promotion Policy

A student must have earned 6 credits to be promoted to grade ten and a total of 12 credits to be promoted to grade eleven. **In order to be promoted to grade twelve, a student must have earned 18 credits and completed 55 service learning hours by the end of grade 11.** The number of credits earned will be determined after summer school. Students who have been retained a year but who have been in attendance three full years and have earned 18 total credits can ask their guidance counselor for a review to determine if they are eligible for senior status.

Withdrawal from Courses

Students wanting to withdraw from a course must first schedule an appointment with their guidance counselor to discuss their options. The formal request to drop a course must be in writing and must include the date submitted and the reason for the request along with a parent signature. The principal, or his designee must approve the request, before the student can drop the course. Students withdrawing from a class after 12 days will receive a WP (withdrawn passing) or WF (withdrawn failing) grade. Credit is not awarded unless a course is completed. A WF grade makes the student ineligible for extracurricular activities.

Criteria for Approval or Denial – for withdrawal from courses:

1. Reason for the change.
2. Effect on the student's total program, including graduation and academy requirements.
3. Availability of space, including Career and Technology programs, in the newly scheduled class.
4. Level of the class and the level of student's academic performance.
5. Recommendation of teacher or counselor.
6. Date of request (to determine grade liability)

STUDENT ACTIVITIES & CLUBS

Academic Team (It's Academic)	Knights for Life Club
Academy Executive Boards	Leo Club
Allies Club	Literary Quill Magazine
Asian Club	Marching Band
Astronomy Club	Mock Trial Team
Athletics & Corollary Sports	Model United Nations Club
Black Student Union (BSU)	Mu Alpha Theta, Math Honor Society
Carroll County Student Government Association (CCSGA)	Multicultural Club
Chem Team	Music Club
Chess Club	National Art Society
Class Executive Boards	National Honor Society (NHS)
Drama Club: Century Opening Knights	National English Honor Society (NEHS)
Educators Rising	Ping Pong & PickleBall Club
Engineering Club	Project Linus
Environmental Club	Rho Kappa National Honor Social Studies Society
Esports Club	Science National Honor Society (SNHS)
Events Crew	Ski/Snowboarding Club
Fellowship of Christian Athletes (FCA)	Student Government Association (SGA)
FFA	Thespians Society
Friends for Life	Tri-M Honors Society
Future Business Leaders of America (FBLA)	Uknighthed in Reading
Gamers	Ultimate Frisbee
Indoor Color Guard/Indoor Percussion	Varsity Club
Jr. MANRRS	Weightlifting Club
Junior Reserve Officers' Training CORPS (JROTC)	World Language Club

JROTC Academic Team
JROTC Drill Team/Color Guard
JROTC Leadership Team
JROTC Raider Team

World Language Club
Young Life

Student Government Association Officers

President – Gabby Poulouse
Vice President – Charlie Ritchie
Secretary – Owen Swisdak
Funds Director – Klarissa Patel
Historian – Rebecca Keiffer
Member at Large – Michael Eakins

Senior Class Officers

Co-President – James Sheehan & Tyler Taltavull
Vice President – Klarissa Patel
Secretary – Ginah Ham
Treasurer – Emma Zepp
Historian – Role taken on by the Presidents

Junior Class Officers

President – Ashley Easley
Vice President – Sophia Parker
Secretary – Claire Agius
Treasurer – Emily Mitroka
Co-Historian – Lucy Welch & Vanshika Pallerla

Sophomore Class Officers

President –Michael Eakins
Vice President – Jill Viramgama
Secretary – Tinu Olaleve
Treasurer –Tavish Hamilton
Co-Historian – Frank Ling & Ava Persaud

ATHLETICS

Admission to Athletic Events **All tickets are sold on the GoFan app – No Cash at the Gate**

1. The gate will be opened one hour before all home varsity football games and one half hour before all other home events.
2. The school will be closed one half hour after the completion of all home events. Parents are requested to pick up their students before this time.

Athletic Fees

- Interscholastic athletic activity fee is \$105.00/student/season. \$150.00 total/family/season.
- Corollary athletic fee is \$50.00.
- All fees must be paid prior to the first athletic event.

- Please check the Century High School website for additional registration information.

ACADEMIC ELIGIBILITY STANDARDS for EXTRACURRICULAR ACTIVITIES

All high school students wishing to participate in extracurricular activities (sports, clubs, leadership positions, etc.) must meet minimum eligibility standards in three areas: **Academics, Attendance, and Conduct**. Carroll County's academic standard for participation in extracurricular activities is a **weighted grade point average of 2.0 with no failing grades ('F')** for the marking period prior to participation.

Restricted Eligibility Policy

CCPS has adopted a new 'Restricted Eligibility' policy for students who have been declared academically ineligible for an upcoming season. The policy allows a student to exercise this status just once during his/her entire 4-year career with CCPS.

Students who are academically ineligible may request, in writing, to be declared on 'Restricted Eligibility'. Written requests should be made to the principal. The student and their parent will be required to meet with the principal to review the requirements of the policy and determine if the student will be approved for restricted status.

If approved, the student may participate in meetings and practices/rehearsals with the team or group, may travel with the team or group and be present on the sideline/backstage. They may wear a team jersey/warmup/T shirt but should not be in full uniform/costume or be wearing protective gear for sports that require them. They may NOT participate in a game/competition or public performance and may not hold a leadership role while on restricted eligibility.

Students will have until the next interim grade period to achieve full eligibility status (2.0 weighted GPA and no F's). If they fail to do so by that time, they will lose restricted eligibility and become ineligible, forfeiting their right to practice, travel and be part of the team /group in any way. Being granted restricted eligibility does NOT automatically entitle the student to any team membership, athletic position on a team, performance role or leadership position at its conclusion. Auditions or try outs are still required.

TECHNOLOGY

Students will be charged for damage to their school issued laptops and for lost or damaged chargers.

Acceptable Use Policy

1. Information about your login and password must be kept in a secure location. Do not share it with friends! You are responsible for all uses of your login name and data stored while it is logged into the network.
2. Student passwords are randomly generated numbers and cannot be changed.
3. Your login and use of the computer is for **schoolwork only**.
4. E-mail must be used for curriculum-based projects only.
5. All data stored on your **U:/drive** will be deleted at the end of the school year. Any data you need/wish to keep for the future must be removed by the last day of the school year.
6. Use of Chat rooms and instant messaging is not permitted on school computers.
7. NO game playing (unless related to the curriculum of a class) at any time on school computers. This also means after school.
8. DO NOT download anything on school computers unless directed by or given permission by a staff member.

9. Leave the computer as you received it! Do not change any settings (wallpaper, screen savers, etc.). Failure to report any pre-existing problem/issue means that you found the computer in proper working/configuration order, and any problem found subsequent to your usage is a direct result of your abuse of your computer privilege.
10. Assume **no** expectation of privacy for any files stored on the network server or computers. Teachers and/or administrators may view files at any time.
11. Unacceptable use is determined by the school principal or his designee and may result in suspension from school and/or the cancellation of computer and network privileges.

TESTING

PSAT: Given on Wednesday, October 11, 2023 to all those who register and pay a testing fee. This is a practice for the SAT, ACT, and National Merit Scholarship Qualifying test.

ACT or SAT: given throughout the year; needed for college entrance; see School Counselor for a schedule of dates.

ASVAB: career planning; given in the fall of the junior or senior year by the Armed Forces.

Maryland Comprehensive Assessment Program (MCAP) in the areas of: Algebra, Biology, Government and English will be given twice a year at the end of each semester.

Advanced Placement Testing (AP) opportunities are available for highly motivated students to participate in the Advanced Placement Program administered by the College Board. Advanced Placement examinations are offered annually to give high-school students opportunities to demonstrate college-level achievements. Students that take an AP course will be able to assess for free. Students must register by the due dates and assess on the specified dates or will pay a fee to the school. Advanced Placement examinations are administered annually in May. No makeups will be given. Individual students should see school counselors for specific information relative to the Advanced Placement Program.

ACADEMIC RECOGNITION

Academic Letter

An Academic Letter is achieved when a student is on the Honor Roll four consecutive quarters or on the honor roll a total of ten times non-consecutively.

Bumper Stickers

CHS Honor Roll bumper stickers are earned when on the Honor Roll two times in one year.

Graduate of Distinction

The award for Graduate of Distinction is awarded when a student is on the Honor Roll twelve of fifteen times over four years or eleven times over three years. The final marking period of a graduate is not considered.

Honor Roll

To achieve honor roll status, a student must be enrolled in a minimum of three class periods for credit. The honor roll will be calculated at the quarter using either weighted or unweighted Grade Point Averages. An honor roll student may earn no grade below a "C." The honor roll will be published after each of the four marking periods and will contain the following three separate classifications:

Straight A's A's for all courses for the marking period

Distinguished	3.75 to 5.0
Honor	3.0 to 3.7499

Maryland Scholars Program

The Maryland Scholars Program is designed to increase the percentage of students who complete rigorous coursework and are well prepared to succeed in college and the workplace. A major component of the Maryland Scholars Program is focusing eighth and ninth grade students on the importance of their course selections for high school and the pivotal role higher-level math and science courses play in future career opportunities. The program relies on business volunteers to deliver the message to students in their classrooms about the connection between achievement in school and success in life.

Students must successfully complete the following course of study:

- 4 credits of English
- 4 credits of Math – 2 credits of Algebra, 1 credit of Geometry; all students shall enroll in a mathematics course each year of high school.
- 3 credits of Lab Science (Biology, Chemistry, Conceptual Physics/Physics)
- 3 credits of Social Studies (Government, U.S. History, World History)
- 2 credits of the same World Language

There are 2 levels of achievement in the Maryland Scholars Program. Recognition will be given to eligible students with a minimum 2.5 non-weighted GPA. Special recognition will be given to eligible students with a minimum 3.5 non-weighted GPA.

Preliminary Scholastic Aptitude Test (PSAT)

Each fall sophomores and juniors have the opportunity to take the Preliminary Scholastic Aptitude Test (PSAT). CHS offers the PSAT in October during regular school hours. Students often ask, “Why should I take the PSAT?” For **juniors**, the participant automatically becomes eligible for the National Merit Scholarship Program that can yield monetary reward. Students may only qualify for the National Merit Scholarship Program in their junior year.

For **sophomores**, the major advantages of taking the PSAT is to become acquainted with a test that is similar in length and structure to the Scholastic Aptitude Test (SAT). In addition, by testing against a national group, sophomores can more accurately assess their educational strengths and weaknesses, resulting in an increased awareness of academic areas in need of attention. Developers of the SAT have indicated that one of the best ways to improve scores is to take the SAT or tests like the PSAT again and again, providing practice and an opportunity to reduce test anxiety.

All sophomores and juniors who are considering any form of post-secondary education, such as a four-year college, community college, trade or technical school, or the military are encouraged to take the PSAT. Please contact your school counselor if you have any questions.

The National Merit Scholarship Program

This is an academic competition for recognition and scholarships. Students enter the National Merit Program by taking the PSAT in their junior year. Test results on the PSAT serve as an initial screening for this competition. Each state determines a minimum combined score that serves as the selection index for its student. Students who score above the selection index progress in the competition to become semi-finalists, finalists or winners. Winners, selected from the pool of finalists, become eligible for one of several types of awards or scholarships. Financial need is NOT considered.

College Board Advanced Placement (AP) Scholars

Each year the College Board recognizes high school students who have distinguished themselves academically. These awards are based on AP exams taken prior to the student's senior year. Students are recognized in 4 categories:

- **Advanced Placement (AP) Scholar**
Students received grades of 3 or higher on three or more AP Exams
- **Advanced Placement (AP) Scholar with Honor**
Students have an average grade of 3.25 on all AP exams taken and scored a 3 or higher on four or more of these exams
- **Advanced Placement (AP) Scholar with Distinction**
Students have an average grade of 3.5 on all AP exams taken and scored a 3 or higher on five or more of these exams
- **National AP Scholar**
Students have an average grade of 4 (or more) on all AP Exams taken and scored a 4 or higher on eight or more of these exams

SENIOR AWARDS

Senior Content Awards

Are given to those students who have excelled in content area classes. Students are nominated by the faculty based on several factors, including class achievement and engagement with the content. Students may be asked to complete an application. Awards are presented at the Senior Farewell Assembly in June.

The Academy Award of Distinction

Is given to two (2) seniors from each academy at graduation. Students receiving this award exemplify the spirit of what it means to be an academy student. They are nominated by the academy faculty for their performance in academy courses, for service to the academy, and for their work outside the classroom that demonstrates a connection between their academy and the real world. Students may be asked to complete an application. This is the highest award the school may bestow upon a student and is presented at graduation.

Valiant Knight Award

The Valiant Knight Award is presented monthly to two students, based on nominations from the faculty and staff, who have exemplified specific character traits that are aligned with those of a Century Knight.

ADA Compliance Statement

The Board of Education of Carroll County does not discriminate on the basis of disability in employment or provision of services, programs or activities. Persons needing auxiliary aids and services for communication should contact the Office of Community and Media Relations at (410) 751-3020 or publicinfo@carrollk12.org, or write to Carroll County Public Schools, 125 North Court Street, Westminster, Maryland 21157. Persons who are deaf, hard of hearing, or have a speech disability, use Relay or 7-1-1. Please contact the school system at least one (1) week in advance of the date the special accommodation is needed. Information concerning the Americans with Disabilities Act is available from the Director of Facilities (410-751-3177) or the Supervisor of Community and Media Relations (410-751-3020).