# Chattahoochee High School

## Student Handbook

## 2025 – 2026

***Home…Heart…Hooch***

5230 Taylor Road, Johns Creek, GA 30022
P: (470) 254-7600
F: (470) 254-7659
http://www.fultonschools.org/chattahoocheehs

# PRINCIPAL'S MESSAGE

Welcome to Chattahoochee High School, a National Blue-Ribbon School, Georgia School of Excellence, and the home of the Cougars! Our school culture is shaped by the "HOOCH WAY": Give Respect, Show Pride, Have Integrity. Living these words defines how we treat each other and is necessary for creating our Hooch Family. Hooch Family exists in every aspect of life at Chattahoochee: Academics, Arts, Athletics, and Service to the Community.

At Hooch, we lead students to their full potential through excellence in academics, athletics, arts, and service. We need you now more than ever to help us accomplish our mission and support the work we do. Each of us has critical roles to fill – student, parent, teacher, administrator, coach, bus driver, cafeteria worker, custodian, etc. Each of our contributions is unique, but together we are the Hooch Family and working toward a common goal of supporting students to be successful.

I am proud and honored to be the Principal of Chattahoochee High School! The Hooch Family is as strong as ever and I promise to carry on the strong tradition of excellence. I am here to serve. It is going to be a great year and together we will continue to accomplish amazing things. Have Pride…Give Respect…Show Integrity—The Hooch Way!

Partners in Education,

Dr. Mike Todd
Principal

# ADMINISTRATION

**ADMINISTRATION**

| NAME | TITLE | EMAIL | PHONE |
|---|---|---|---|
| Dr. Mike Todd | Principal | toddm@fultonschools.org | (470) 254-7550 |
| Dr. Emily Davis | Assistant Principal<br>*Last Names S – Z* | davise@fultonschools.org | (470) 254-7552 |
| Mr. Jake Martin | Assistant Principal<br>*Last Names A – E* | martinj@fultonschools.org | (470) 254-7561 |
| Dr. Ingrid Parham | Assistant Principal<br>*Last Names M – R* | parhami@fultonschools.org | (470) 254-7567 |
| Ms. Beth Smith | Assistant Principal<br>*Last Names F – L* | smithec@fultonschools.org | (470) 254-7551 |
| Mr. Nate Kellis | Assistant Administrator | kellisw@fultonschools.org | (470) 254-7577 |
| Mr. JJ Hicks | Assistant Administrator | hicksj@fultonschools.org | (470) 254-7575 |
| Mr. Chris Short | Athletic Director | shortc@fultonschools.org | (470) 254-7553 |

**ADMINISTRATIVE SUPPOT STAFF**

| OFFICE | NAME | EMAIL | PHONE |
|---|---|---|---|
| Main Office | Ms. Dana Pitt | pittd@fultonschools.org | (470) 254-7600 |
| Attendance Office | Ivette Mahfoud | mahfoudi@fultonschools.org | (470) 254-7571 |
| Principal's Office | Liz Beaudry | beaudrye@fultonschools.org | (470) 254-7550 |
| Assistant Principals' Office | Cerissa Hudson | hudsonc12@fultonschools.org | (470) 254-7568 |
| Clinic | Maryanne Spinuzzi | spinuzzim@fultonschools.org | (470) 254-7554 |
| Bookkeeper | Kim Stalcup | stalcupk@fultonschools.org | (470) 254-7560 |
| Athletic Business Manager | Kim Hagan | hagank1@fultonschools.org | (470) 254-7585 |
| Data Clerk | Andie Vaccaro | vacarro@fultonschools.org | (470) 254-7562 |

# COUNSELING

**COUNSELORS**

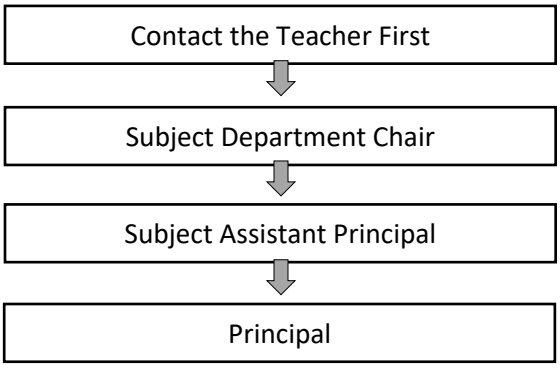
| TITLE | NAME | EMAIL | PHONE |
|---|---|---|---|
| Counselor<br>*Last Names A-Con* | Andrea Turner | Turnera1@fultonschools.org | (470) 254-7555 |
| Head Counselor<br>*Last Names Coo-Gon* | Curtisa Johnson | johnsoncl@fultonschools.org | (470) 254-7574 |
| Counselor<br>*Last Names Goo-K* | Laurel Turner | turnerl4@fultonschools.org | (470) 254-7572 |
| Counselor<br>*Last Names L-Pal* | Deborah Blount | blountd@fultonschools.org | (470) 254-7564 |
| Counselor<br>*Last Names Pan-Sin* | Cornelius Camp | campc@fultonschools.org | (470) 254-7565 |
| Counselor<br>*Last Names Sip-Z* | Tammy Jones | jonestr@fultonschools.org | (470) 254-7556 |

**COUNSELING SUPPORT STAFF**

| TITLE | NAME | EMAIL | PHONE |
|---|---|---|---|
| MTSS/RTI | Amy Showfety | showfetya@fultonschools.org | (470) 254-7563 |
| MTSS/504 | Dr. Nicki Lee | leen4@fultonschools.org | (470) 254-7600 |
| School Social Worker | Alicia McClung | mcclunga1@fultonschools.org | (470) 254-7557 |
| Registrar | Patricia Movilla-Leal | movillalealp@fultonschools.org | (470) 254-7558 |
| Bilingual Parent Liaison – Korean | MJ Kang | kangm@fultonschools.org | (470) 254-7584 |
| Bilingual Parent Liaison – Spanish | Maria Navas | navasm@fultonschools.org | (470) 254-7573 |
| Professional Assistant | Terryn Scott | scottt1@fultonschools.org | (470) 254-3950 |

# DEPARTMENT CHAIRS

For any questions/concerns/issues regarding a specific class, always contact the teacher first.




**PRINCIPAL** Dr. Mike Todd toddm@fultonschools.org

| DEPARTMENT | DEPT. CHAIR | DC EMAIL | ADMINISTRATOR | ADMIN EMAIL |
|---|---|---|---|---|
| **Career Tech** | Kylie Kroukamp | daytonk@fultonschools.org | Dr. Emily Davis | davise@fultonschools.org |
| **Counseling** | Curtisa Johnson | johnsoncl@fultonschools.org | Dr. Mike Todd | toddm@fultonschools.org |
| **English** | David White | whitedp@fultonschools.org | Ms. Beth Smith | smithec@fultonschools.org |
| **Fine Arts** | Lori Buonamici | buonamicil@fultonschools.org | Dr. Ingrid Parham | parhami@fultonschools.org |
| **Interrelated Resource** | Kelsi Maas | maaskn@fultonschools.org | Mr. Jake Martin | martinm@fultonschools.org |
| **Mathematics** | Dr. Alyssa Noland | nolanda@fultonschools.org | Dr. Ingrid Parham | parhami@fultonschools.org |
| **Physical Education** | Shawn Cavanaugh | cavanaugh@fultonschools.org | Mr. JJ Hicks | hicksj@fultonschools.org |
| **Science** | Matt Mihordea | mihordea@fultonschools.org | Dr. Emily Davis | davise@fultonschools.org |
| **Social Studies** | Tim Reeder | reedert@fultonschools.org | Mr. Nate Kellis | kellisw@fultonschools.org |
| **TAG** | Amanda Wile | wile@fultonschools.org | Dr. Ingrid Parham | parhami@fultonschools.org |
| **World Languages** | Nadia Aliahmady | aliahmady@fultonschools.org | Ms. Beth Smith | smithec@fultonschools.org |

**SCHOOL HOURS**
Although staff members may be present beyond the posted hours, service to the public is limited to the hours from 7:40am until 3:40pm. Classroom instruction will not be interrupted to provide for the delivery of messages, lunch, forgotten class assignments, flowers, balloons, etc. to students.

Early release students must leave campus immediately upon dismissal. Students not in a supervised activity should be out of the building by 3:45 pm. Students who leave early should carry a copy of their schedule as they may be stopped and asked to show it by school staff.

**LUNCH PERIOD**
All students are scheduled for a lunch period during 3rd, 4th, or 5th period. During lunch students may dine together in the cafeteria or in the courtyard (weather permitting). Students may visit the Main Office and the Counseling Center. Students may study and relax in the media center (without food). Students may also visit the academic hub. However, all other areas of the building and campus - including academic halls, the gym lobby, parking lots, hallways, and athletic facilities are considered unauthorized areas during lunch.

Students are not allowed to order and/or purchase food from outside vendors during the school day, and disciplinary action may occur for violation of this rule. Food that is delivered for students may be confiscated and returned at the end of the day. Parents are asked to avoid the delivery or drop off of food items to students during the school day. Lunchtime guests (including parents) are not allowed. Former students may not sign in to visit anyone and should not be on-campus without administrative approval.

**ATTENDANCE** (FCBOE District Policy: JBD)
All absences are recorded as unexcused unless a note is brought within five days of your return to school. After five days, notes will not be accepted. If you are absent for an excessive number of days as determined by the administration, you may be required to provide a doctor's note.

Certificates of attendance to obtain a Georgia driver's license may be picked up with 24 hours notice at the attendance office window. Same day service is not available.

**EXCUSED ABSENCES** (FCBOE District Policy: JBD)
Students are allowed to make-up all work missed due to an excused absence. For all absences, a written note of explanation signed by a parent/ guardian is required within five days of the student's return to school. If your child is absent as a result of a medical appointment, it is strongly encouraged that you bring a return to school note from the doctor's office for the absence. The written note should be turned in to the Attendance Office. After five days notes cannot be accepted. Failure to comply will result in absences being marked as "unexcused". A doctor's note may be required for absences over ten days. Frequent "notes from home" excusing absences may result in a flag on your student's attendance requiring doctor's notes on office letterhead for all absences due to illness.

Notes are not required for school-sponsored activities. When written documentation is provided, Georgia law excuses absences in the following situations:

1. Personal illness of the student
2. Attendance would be detrimental to student's health (i.e., medical appointment)
3. Serious illness or death in the immediate family
4. Religious holiday
5. Pre-approved absence
6. Mandate by a court order or a government agency

7. Voting or registering to vote (not to exceed ½ day)
8. Out-of-school suspension assignment
9. Conditions rendering attendance impossible or hazardous to the student

**UNEXCUSED ABSENCES**
All other absences not mentioned in the above sections, including absences due to truancy and class cuts, are considered "unexcused".

**PRE-APPROVED ABSENCES**
Students may request an annual maximum of six pre-approved absences by completing and submitting the electronic Pre-Approved Absence form on the Chattahoochee Website. Pre-Approved absence forms must be submitted 5 days prior to the start of the absence. Students are responsible for notifying teachers of their absence prior to submitting the form. Pre-approved absences cannot be granted after the date of the absence. All assignments missed during pre-approved absences are due on the first day back to school.

Pre-approved absences may be requested for:
1. College visitations
2. A travel opportunity with educational benefits
3. A graduation, wedding, or memorial of a close family member
4. A specialized educational experience
5. A circumstance mutually agreeable to the parents and school administration

Pre-approved absences will not be granted during last week exams except in extenuating circumstances and if submitted in writing and approved by the principal.

**ABSENCES FOR SCHOOL SPONSORED EVENTS**
Students are encouraged to take advantage of the diverse extracurricular opportunities available throughout high school. Participation in school-sponsored events—such as athletics, academic competitions, performances, and leadership activities—can enrich the high school experience and foster personal growth.
To responsibly engage in these opportunities, students must proactively communicate with their teachers prior to any planned absence. This ensures that instructional time is respected and academic responsibilities are maintained.
In accordance with Board Policy JBD, students who are absent due to school-sponsored events will be considered "absent but present" and work missed is expected to be submitted within two school days of the absence.

**ASSESSMENT ABSENCES**
Students who are at school and deliberately skip a period to avoid an exam, project or presentation will receive a discipline referral and may only make-up that assessment for a maximum grade of 75%. This is the recovery option and students will not be eligible for further recovery.

**CHECK-IN/CHECK-OUT**
Failure to follow check-in or check-out procedures constitutes a class cut. Students may not leave campus without permission of a parent AND an administrator. Students failing to adhere to CHS policy will be referred to an administrator for disciplinary action.

To check-in/check-out, a written request from a parent/guardian is required stating the reason for a tardy arrival to or early dismissal from school and including a daytime phone number for the parent/guardian listed in Infinite Campus.

- The request will be verified. If a student does not have a written request from a parent/guardian, the check-in/check-out will be marked as an unexcused tardy or unexcused absence.

- For any check-in after 8:40 am, students should report directly to the attendance office. Teachers will change the "A" absent to a "T" tardy.
- To check-out, students should take a written request signed by a parent/guardian to the Attendance Window prior to the start of the school day. The attendance secretary will issue a check-out pass to the student stating when the student is authorized to leave campus. This pass must be presented to the classroom teacher in order to be released from class. Once a student has come on-campus they must have permission from a parent AND an administrator to leave if they do not have a note.
- Once on campus, students may not leave campus prior to the dismissal of school without checking-out through the Attendance Office. The only exception to this is for student who have an off-campus class regularly in their schedule.
- On Exam Days and on days preceding a school holiday, including Thanksgiving, Winter, or Spring Holiday breaks, requests to check-in or check-out must be made in person by a parent/guardian at the Attendance Window.

**MAKE-UP WORK**

It is the student's responsibility to request make-up work from the teacher on the first day back to school and students are expected to access homework and in-class assignments using the teacher's class Microsoft Teams or Canvas site. Students who are present for any portion of the school day are expected to turn in all assignments due on that day in order to receive full credit for the assignments. Assignment due dates that have been communicated prior to a full-day absence are always due upon the student's return to school when the due date occurred during the absence. After an excused absence, a student will have the number of school days equivalent to the number of days absent to make up the work. Make up work can be requested BEFORE, DURING, or AFTER an absence. Any exceptions for extensions of time will be made at the discretion of the teacher.

**TARDINESS TO CLASS**

Instruction occurs in all CHS classrooms from bell to bell. After the tardy bell rings, students will be allowed in class but will be marked Tardy. Entering class after the bell rings means the student is tardy.

- Tardies 1-3: Warning
- Tardies 4-6: Morning Detention
- Tardies 7-9: Afternoon Detention
- 10+ Tardies: Administrative Conference (Student, Administrator, and Parent/Guardian)

For students with a parking permit, five tardies and/or unexcused absences to the student's first class on-campus may result in your parking permit being suspended or revoked.

**DRESS CODE**

To maintain a safe and respectful learning environment, students are expected to follow these guidelines:

- **Tops** must have shoulder straps wide enough to cover undergarments.
- **Bottoms** (pants, shorts, skirts) must be worn at the natural waistline and provide full coverage without exposing undergarments. Bottoms must be fastened at the waistline.
- **Shorts and skirts** must be of a length that allows students to move comfortably and sit without exposing undergarments. As a general guideline, they should extend to at least fingertips.
- **Shoes** must be worn at all times and be appropriate for the school setting.
- **See-through or mesh garments** must be layered over clothing that meets dress code standards.
- **Undergarments** must not be visible or worn as outerwear. Excessive midriff exposure (above the navel), halter tops, bandeaus, or clothing exposing the front or back torso are not allowed.
- **Clothing or accessories** that disrupt the school environment or pose a safety risk are prohibited.
- **Prohibited imagery or language** includes anything that:
    - Promotes illegal, violent, or lewd behavior

- Depicts weapons, alcohol, tobacco, marijuana, or other controlled substances
- Contains pornography, nudity, or sexual acts
- Displays vulgar, discriminatory, or obscene content
- Includes hate speech or imagery targeting any protected group

- **Sunglasses** may not be worn inside the building.

**PARKING PERMITS**

Because a limited number of parking spaces are available on campus, parking is assigned each semester to the juniors and seniors who qualify and who have submitted an application. The parking application is to be submitted electronically and is available online on the Chattahoochee website. Parking Fees are $90 annually. Parking on campus with a regular permit or a daily parking pass will only be available to juniors and seniors who meet the eligibility requirements. Attendance and behavior are criteria for earning and maintaining the ability for students to park on-campus.

**ILLEGAL PARKING**

Our Campus Security Associate patrols for illegally parked cars several times each day. Students are not permitted in any parking lot during the school day without authorization from the administration. Students are not permitted to remain in parked cars before or during school hours

Students leaving campus during the day without permission will have the following consequences and these will be applied to any student in the vehicle with a parking permit:

- 1st offense = loss of parking privileges for 5 days + 3 morning detentions + Parent Conference + Student Reflection Activity
- 2nd offense = loss of parking privileges for 10 days + 3 after-school detentions + Parent Conference + Student Reflection Activity
- 3rd offense = loss of parking privileges for a month + 1- 3 days of ISS + Parent Conference
- 4th offense = loss of parking privileges for the year + 1- 3 days of ISS + Parent Conference

Students are discouraged from parking off campus in neighborhood streets. Johns Creek Police Department may be provided with the plate numbers of vehicles that are reported by residents of the subdivisions.

**GRADING & RECOVERY**

For up-to-date information on the Chattahoochee High School Grading & Recovery policies, please refer to the "Grading FAQ" document that is available on the Chattahoochee website.

Grading scale: A (90-100) B (80-89) C (70-79) FAILING (0-69)

Progress Reports will be issued every 4 ½ weeks and Report Cards will be issued every 9 weeks. Credit is earned at the end of each semester.

**NUMERIC GRADE AVERAGE (NGA) SUMMARY**

Progress reports show numeric grade average, which is determined by adding all grades together and dividing by total number of courses taken. Transcripts shows numeric average for term and numeric grade average for cumulative.

**COURSE WEIGHT**

Advanced Placement, Honors, and dual enrollment post-secondary option courses will receive an additional seven points to their final passing grade. The seven additional points will be reflected on grade reports only, and not used in the computation of cumulative averages.

**LAST WEEK EXAMS**
Teachers will administer a "last week" exam in each course during the final week of each semester. These exams may be cumulative in-nature or may constitute the unit assessment for the last unit of the semester. Seniors only may exempt last week exams only in second semester if they maintain a course grade of 85% or higher prior to the addition of honors points. For more information, see the Grading FAQ document available on the Chattahoochee website.

**PARENT-TEACHER CONFERENCES**
Parents are encouraged to communicate frequently with school staff. Email is the most effective way to contact CHS teachers. The email address of each CHS faculty member is available on the Chattahoochee website. Parents should allow 24 hours for a response. A conference involving multiple teachers and staff members may be requested by contacting the Counseling suite at (470) 254-7559.

**HOOCH MEDIA CENTER/LEARNING STUDIO**
Our Mission: Supporting the Hooch community and curriculum by providing many kinds of learning opportunities for students and instructional design support for teachers.

The Chattahoochee Media Center is a learning studio for students to engage in formal and informal learning activities. Our overarching goal is to support our community of learners by inviting their participation and collectively nurturing an organic media center program that is reflective and respectful of our learning community's needs. Constructive conversation is welcomed, and different learning zones will be integrated into our learning space to support both active and quiet kinds of learning experiences. We work with teachers to provide small and whole group instruction; we are also happy to help students use the space for self-organized learning. Food is not allowed but bottled water is and we ask that no water is used near the computer areas. The Media Center is open daily from 7:30 AM until 3:45 p.m.

During the school day, students are required to sign in and out of the Media Center and should come with an appropriate/authorized pass from his/her teacher. During lunch periods, students may use the Media Center on a space-available basis after signing in. This availability will be contingent on scheduled classes and activities. Students are not required to sign in before or after school.

At the end of each semester, all library materials must be returned, and all fines cleared. Notices of fines and over-due materials will be emailed to or placed in student's first period teacher's mailboxes for distribution. Unpaid fines will cause transcript and grade report delays. Seniors' diplomas will be held until all fines and fees are paid. This includes fines for missing/lost textbooks.

Students will need to use their authorized barcode or enter their unique student number to check out Media Center materials. The loan period for nonfiction and fiction materials is three weeks with a 10-cent fine per school day once the book is overdue; the maximum late fee for any item is $3.00. Print reference materials may be circulated with a shorter loan period, or the student may use the virtual version of the material online. If an item is lost, the student will be charged the full replacement cost of the material. Back issues of magazines may be checked out for three days. We welcome student suggestions for purchases; please see any media center staff member for a book recommendation form!

**SCHEDULE CHANGES** (FCBOE District Policy: IHA)
Students are expected to complete the courses for which they are enrolled. If changes are necessary, they should be requested in writing by the parent/guardian within the first ten (10) school days of the course. All course changes must meet the following criteria: an FTE-eligible course is available for the student, space is available in an already scheduled course, and the student's graduation requirements can be met within four years and be approved by the teacher and guidance counselor. Schedule changes will not be approved for changing lunch periods, selecting specific teachers, or

elective changes. Students were given the opportunity to select three elective choices. Most students will be placed in their first choice; however, in the event that class is full, they will be placed in one of the other two choices, if possible.

Students may be allowed to transfer out of a course outside the 10 day period in the event of exceptional hardship or in response to a teacher recommendation that is approved by the administrator for scheduling. Failure in the course alone should not be considered an exceptional hardship. Factors that interfere with a student's mastery of the content such as a catastrophic event or extended illness would be examples of an exceptional hardship. Requests for exceptional hardships must be made in writing by the parent to the administrator over scheduling, Ms. Beth Smith. After the 10 day period, ALL requests for schedule changes must be made to Ms. Beth Smith, not counselors. Requests for a lunch change due to medical need will require a letter from your physician's office for documentation.

**SEMESTER SYSTEM WITH YEAR-LONG SCHEDULING**

All schools in Fulton County operate on a system that divides the school year into two semesters of ninety days each. Students take six classes per semester. Each class carries a 1/2 unit of credit. Many courses (including language arts, mathematics, world language, science, and social studies) cover an entire year but they are divided into two separate semesters of study. For example, students who take biology may earn one unit of credit during the year because at the end of each semester, a final grade and an assignment of a 1/2 unit of credit will be recorded on the student's academic record (if the grade was "70" or higher).

**AFFIDAVIT OF RESIDENCE** (FCBOE District Policy: JBC)

In February 2015, the Fulton County School System revised its School Admission Policy (JBC) for Residency Verification. The policy no longer requires families to submit an Affidavit of Residence for every year of student enrollment but instead now requires two proofs of residence upon initial enrollment into Fulton County Schools and upon entry into kindergarten, 6th grade, 9th grade, and when there is any address change. The two proofs of residence must be from the school system's approved list of verifiable residence documents: one from the approved Utility list and one from the approved Residency list. The school system approved proofs of residence are a current water, electric, or gas bill AND one of the following: home mortgage payment, apartment/house lease, current bank statement, Section 8/HUD housing contract, home contract, homeowners/renters' insurance card, current paycheck stub, state driver's license/ID with current address, HOA bill/statement.

If proof of residency is delayed, the student will be provisionally enrolled for a period of 30 calendar days. Following the provisional enrollment period, the student may be withdrawn from school. The enrolling person will be notified at least 10 calendar days prior to the withdrawal of the student.

**CHANGE OF ADDRESS AND/OR PHONE NUMBER**

The data clerk in the main office should be informed immediately when a student has a change of residence, email address, and/or phone number. In this way, school communications - especially those of an emergency nature - and grade reports will reach the student's home promptly. Changes in phone number and email may also be made through the Campus Parent program. However, all address changes must be done through the data clerk. The Data Clerk, Ms. Andie Vaccaro, may be contacted at (470) 254-7562 or at vaccaro@fultonschools.org.

**WITHDRAWAL FROM SCHOOL**

A parent/guardian is asked to contact the registrar, Ms. Movilla-Leal at movillalealp@fultonschools.org prior to student withdrawal. During the last full day of attendance, the student should obtain a withdrawal form from the Counseling Office and circulate it to each of his/her classroom teachers. The completed withdrawal form should be returned to the Counseling Office at the end of the day. All financial obligations must be met before student records will be forwarded.

**HOOCH ATHLETICS**

CHS follows standards and rules established by both the Fulton County School System and the Georgia High School Association. Any student wishing to represent Chattahoochee must meet eligibility requirements as defined by these organizations and CHS. All eligibility requirements established by GHSA must be met and maintained.

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| **Freshmen** - (1st year) entering 9th grade are eligible academically. Second-semester first-year students must have passed courses of at least 2.5 Carnegie units the previous semester to participate. |
| **Sophomores** - (2nd year) 5 Carnegie units and passed courses carrying at least 2.5 Carnegie units in the previous semester. |
| **Juniors** - (3rd year) 11 Carnegie units and passed courses carrying at least 2.5 Carnegie units in the previous semester. |
| **Seniors** - (4th year) 17 Carnegie units and passed courses carrying at least 2.5 Carnegie units in the previous semester. |

| FALL Sports | | WINTER Sports | | SPRING Sports | |
|---|---|---|---|---|---|
| Cross Country | Boys/Girls | Basketball | Boys/Girls | Golf | Boys/Girls |
| Football | Boys | Diving | Boys/Girls | Tennis | Boys/Girls |
| Softball | Girls | Swimming | Boys/Girls | Track | Boys/Girls |
| Volleyball | Girls | Wrestling | Boys/Girls | Lacrosse | Boys/Girls |
| Cheerleading | Girls | Basketball Cheer | Girls | Soccer | Boys/Girls |
| E-Sports | Boys/Girls | | | Baseball | Boys |
| Flag Football | Girls | | | Gymnastics | Girls |
| | | | | E-Sports | Boys/Girls |

**CHS ATHLETIC REGULATIONS**

The following regulations apply to all CHS student athletes:

1. Before a student may practice, try-out or participate in off-season workouts, a current GHSA Physical Examination form must be on file at Chattahoochee AND show proof of insurance
2. To participate in athletics a student must:
   - pass five out of six courses the preceding semester – summer school is considered as an extension of Spring Semester
   - be present in school at least four (4) periods to be eligible to participate in a sport that day
   - be on track for graduation at the beginning of each school year
   - obey training rules at all times, especially the general rules of the non-use of alcohol, tobacco, and unauthorized drugs, as well as all local, state, and federal laws
   - return all equipment issued, or pay the replacement cost of any item to remain in good standing on the squad (in the sport he/she is participating)
3. Students who are assigned suspension may not participate in any school activity until the day after their suspension term ends.

**CAFETERIA**

The breakfast and lunch programs at CHS are under the direction of the FCBOE Student Nutrition Program (SNP) and follow guidelines set by Georgia Department of Education and the United States Department of Agriculture. Students are encouraged to purchase affordable and well balanced meals and a la carte selections are also available for purchase. Menus, meal prices, and other nutritional information can be viewed at https://nutrition.fultonschools.org/, the district's SNP website. Online payments are available to interested parents who wish to make online credit card payments and view their student's meal account at: www.myschoolbucks.com (please note there is a small charge made by the vendor for this service). Checks and cash are also accepted; charging of meals is not permitted. Questions or comments can be directed to the Cafeteria Manager at 470-254-7657.

**GRADUATION**
Students may participate in graduation exercises after all requirements for a High School Diploma or an Individualized Education Diploma have been met. Students MUST attend graduation practice to receive their free set of tickets. Students should dress appropriately for graduation.

**HONOR GRADUATES**
The honor graduate list is established at the end of the first semester of the Senior Year. At graduation, Fulton County recognizes students who have achieved a cumulative average of at least an "88" as Honor Graduates. Rounding is not used in computing the average. CHS also recognizes students with a cumulative average of at least "92" as Magna Cum Laude and students with a cumulative average of at least "96" as Summa Cum Laude Honor Graduates.

**VALEDICTORIAN / SALUTATORIAN**
To be eligible for the honor of class valedictorian or salutatorian, a senior must have been an enrolled member of the high school during the five consecutive semesters prior to the graduation date (fall semester sophomore year through fall semester senior year).

- The valedictorian is the senior with the highest cumulative numerical average at the end of first semester
- The salutatorian is the senior with the second highest cumulative numerical average at the end of first semester
- Grades on the student's official transcript will determine the student's Grade Point Average/Numerical Average

**TRANSCRIPTS**
Transcript requests can be made through your ScribOrder. Please visit the Chattahoochee Counseling website for more information.

**LOCKERS**
Hall Locker rental fee is $15 per year. Locker fees are not refundable. All locker information is kept confidential. Lockers should be locked at all times. For security reasons, students should not share lockers or locker combinations. Valuable items, money & personal property should not be brought to school or left in lockers. The school is not responsible for lost or stolen textbooks, valuable items, money, or personal property. Damage to lockers may result in disciplinary consequences. Searches of lockers or locker areas may be conducted in accordance with district policy and state law.

**MONITORING THE ELECTRONIC NETWORK AND E-MAIL**
Use of the network is limited to support of the School System's educational mission. Therefore, information transmitted or received over the School System's network (including E-mail) should not be considered "personal" or "private." District devices undergo constant monitoring by Linewise and teachers can monitor use during class with Classwise. Messages may be opened and read by the school principal, department head or other appropriate personnel without the consent of the sender or intended recipient. Local, state, or federal officials may also obtain access to electronic communications in connection with investigations or other purposes. In addition, messages sent over the EN may be subject to disclosure under the Open Records Act. Students issued a personal learning device from Fulton County Schools will be responsible for its condition. Students are expected to abide by Policy IFBGA, including all aspects of the District's Responsible Use of the Enterprise Network guidelines.

**ACCIDENT INSURANCE**
Students must be covered by medical insurance in order to participate in school activities. Information regarding school insurance and claim forms are available in the Main Office but any agreement for insurance is between the student and the company. Accident insurance is available for all CHS students through T.W. Lord & Associates, the insurance carrier. The premium will be collected early in September for those students wishing to enroll. Any student who wishes to file a claim for insurance is responsible for providing a complete insurance claim form to office personnel as soon as possible after the accident. The school and Fulton County Schools do not provide student insurance of any kind. We offer this option as a service only.

**FINES**

Textbooks and devices issued to students are expected to be maintained and returned. If a student fails to return a textbook or device, fines will be placed on the student's account. All fines must be cleared before a student can receive a parking pass, attend homecoming or prom, or receive their graduation tickets and their diploma.

**SCHOOL BUSSES**
The school bus is an extension of the school, and the driver has the same authority as a teacher. Misbehavior on a school bus will result in the loss of the privilege of bus transportation or other disciplinary consequences at the discretion of the administration.

**CELL PHONES/PERSONAL COMMUNICATION DEVICES**
Cell phones may not be used during instructional time and must be placed in classroom cell phone holders unless explicitly allowed otherwise by the teacher. If a student elects to bring their cell phone into class, they do so at their own risk knowing where they will be required to store it in a communal classroom cell phone holder for the duration of the class period. Fulton County Schools and Chattahoochee High School take on no responsibility for any damage to student cell phones/PCDs that may result from adherence to this policy. Failure to follow district and school rules regarding cell phones/PCDs may result in disciplinary consequences as outlined in the Fulton Schools Student Code of Conduct.

**DANCES**
Students at Chattahoochee have an opportunity to attend a number of extracurricular dances during the school year including homecoming and prom. Students may bring a non-CHS student to homecoming and prom as a guest/date if the person meets the following criteria: the person is in high school or has graduated and is under the age of 21. Some violations of the FCS Student Code of Conduct carry a loss of privilege of attending school extracurricular events for a period of 45 school days.

**RELEASE OF RECORDS**
In accordance with the Family Education Rights and Privacy Act, school records for a student may be released only with the parent's permission if the student is under 18 years of age (except when records are required by an educational agency in which the student seeks or intends to enroll). If a student is 18 or older, the student may grant permission for records to be released.

**FULTON COUNTY SCHOOL POLICE**
Chattahoochee High School is staffed with School Police Officers. The law enforcement officers protect the students and the school from theft and vandalism and threats to safety, act as a resource for student concerns, assist in the investigation of student problems, and function as liaison between the school and law enforcement agencies. School Police Officers are certified police officers possessing full arrest powers.

**CHATTAHOOCHEE PROGRESSIVE DISCIPLINE**
Many rule violations are handled immediately by teachers through the use of conferences, phone calls, detention assignments, counselor referrals, school social worker referrals, behavior contracts, etc. Other violations will be referred to an assistant principal.

When a student violates school rules and a disciplinary consequence is assigned, special arrangements will not be offered to students. Students must make their own arrangements for transportation. Students on work programs must make arrangements with their employers to serve assigned detentions. Students assigned to suspension may not attend or participate in any extracurricular activity until the suspension term is complete, this includes student athletes who may not participate in a sporting event the day of a suspension. Failure to serve assigned consequences will result in an escalation of the disciplinary response. Chattahoochee High School follows the FCS progressive disciplinary intervention cycle. For more information, see the Fulton County Schools Student Code of Conduct.

An orderly and efficient operation of the school day is provided at Chattahoochee so that learning may take place in our classrooms. It is the responsibility of each of our students to know and to abide by CHS rules, policies, and procedures. Self-discipline and consideration of others are essential for a successful educational setting, based on Pride, Respect, and

Integrity. The responsibility for development and maintenance of this self-discipline is a combined effort of students, parents, teachers, administrators, and the community that established the accepted value system. The authority of CHS personnel is in effect when the student is:

- on school grounds at any time even if not during the academic school day
- off school grounds at a school activity, function, or event
- traveling to and from school or a school activity, function, or event

Each student is fully responsible for reviewing the Fulton Schools Code of Conduct found at: https://www.fultonschools.org/codeofconduct

We ask each student to follow the guidance of the Hooch Way: Pride, Respect, Integrity. We have a great culture of kindness here at Chattahoochee. Please choose to be kind.

**HONOR CODE**

Academic integrity is a commitment by teachers, students, and all members of the academic community to five fundamental values: honesty, trust, fairness, respect, and responsibility. Even under difficult circumstances or pressures related to grades/time, it is imperative that all members of the community avoid any action that may result in creating an unfair academic advantage for themself or for any other member of the school community.

Students who are suspected of engaging in an academically dishonest act will be referred to the Chattahoochee Honor Council. The student/family will have the option of accepting that they violated the honor code or disputing the allegation in front of an Honor Council composed of various staff members.

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On the web at www.fultonschools.org/chattahoocheehs

On Facebook at www.facebook.com/chattcougar

On X @HoochHappenings

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On YouTube at Chattahoochee High School