Phoenix Program

@ New Hope Education Center

Steve Barnett
Superintendent

Parent & Student Handbook

New Hope Education Center
4555 Dallas Acworth Highway Dallas, Georgia 30132 (770) 445-2656

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Phoenix Program

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Phoenix Program Information

Welcome to the Phoenix Program at New Hope Education Center (NHEC). The program is designed to provide Paulding students options to succeed academically and meet the challenges of our evolving education climate.

NHEC's Mission is to help students achieve academic success in a non-traditional model utilizing individualized web based technology in conjunction with teacher support. We believe every student has the ability to learn and should be provided the opportunity to develop their personal talents on their journey to become graduates from the Paulding County School District.

High School Hours

8:45 – 11:45
[redacted]

Middle School Hours

8:00 – 11:45

Location and Contact Numbers

4555 Dallas Acworth Highway
Dallas, GA 30132
Phone (770) 445-2656

Directions to School:

From Hwy. 278/CH James Pkwy: Take 92 North to East Paulding Dr. Make a left onto East Paulding Dr. to Dallas-Acworth Hwy. Cross over Dallas-Acworth onto Old Cartersville Rd. New Hope Education Center car entrance is to the right.

From Hwy. 41: Take 92 South to the stop light at 92 junction. Continue straight through the stop light onto Dallas-Acworth Hwy. New Hope Education Center will be on the right.

Dr. Barbara Crutchfield
Director of Alternative Education
bcrutchfield@paulding.k12.ga.us
770-445-2656

Mr. John Morrissey
Phoenix Program
jmorrissey@paulding.k12.ga.us
770-445-2656

Phoenix Program

@ New Hope Education Center

District Calendar

Steve Barnett
Superintendent

Paulding County School Distict

2026-2027

Academic Calendar

July 26

Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August 26

Su	M	Tu	W	Th	F	Sa
						1
2	3	☆ 4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September 26

Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October 26

Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November 26

Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December 26

Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January 27

Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 27

Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March 27

Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April 27

Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May 27

Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	☆ 26	27	28	29
30	31					

- Staff Workday
- Digital Learning Day
- Holiday/Schools Closed
- Early Release Days

☆ First/Last Day of School

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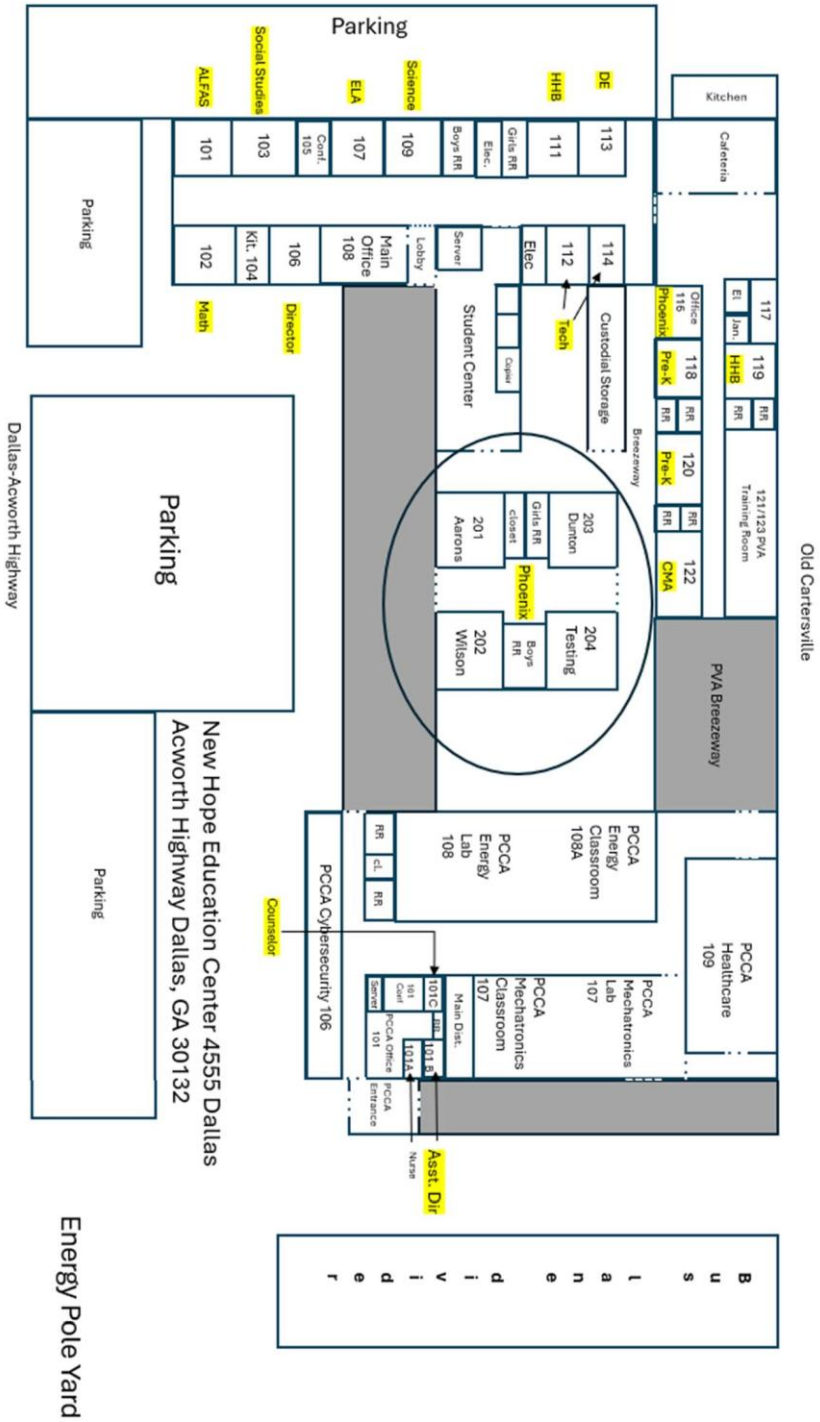
Revised July 16, 2019

School Map



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Revised July 16, 2019

Phoenix Program Policies and Information

Students participating in the Phoenix Program are subject to the rules, regulations, and behavioral expectations of the Paulding County School District as defined by Paulding County School District's Board Policy. All students are expected to adhere to both Board Policy and local program rules. These policies and rules will serve as guidelines and are subject to administrative discretion when appropriate.

Program Delivery Models

The Phoenix Program is designed to utilize current technology to individualize each student's academic program. Students are provided with two delivery models based upon specific requirements designed to maximize success. Not all options will be available to all students. All delivery models require a minimum of onsite assessments and are supported and monitored from the NHEC site by a certified educator. Lateral movement between the models is dependent upon academic performance and progress.

Students within all delivery models have full access to PCSD social emotional support. All students with IEP's will continue to receive full IEP support. Students with an IEP that wish to participate or assigned to the Virtual Delivery models will require a review of their IEP to confirm compliance.

1. **Face to Face expectations (on campus):** Students attend NHEC daily during their scheduled sessions and are granted off-site access to the curriculum.

    a. Zero behavior infractions
    b. Working from home for a minimum of 1 hour per day
    c. Adequate technology and internet access from home
    d. Regular attendance
    e. Students who attend F2F may be eligible to recover failed courses in a credit recovery version.

2. **Virtual Model expectations:** Academic progress is monitored by the center. Students that do not progress adequately may be withdrawn from the Phoenix program. Students are encouraged to attend an orientation which is offered every Tuesday from 12:30 – 2:00 p.m. to understand and learn how to navigate their online courses.

Grades

Student grades and course placement are based upon the time of enrollment into Phoenix. The academic expectation is for students to complete all course work prior to returning to their home school.

1. Upon enrollment the student will meet with the graduation coach that will develop an individualized program based upon the student's current progress in their transferred courses.

2. If a student enters the program at 25% completion of a course, the incoming grade will be calculated at 25% of their final grade in the course.

3. Upon return to the home school, student grades and progress will be provided to the home school.

Withdrawal Criteria

1. Appropriate school personnel are authorized to withdraw a student that:

    a. Accumulates 5 absence/tardy combinations per semester or when the student no longer resides in the school district's attendance zone.
    b. Fails to maintain appropriate academic pace (percentage of course complete must parallel percentage of semester complete).
    c. Fails to meet the behavior standards listed within the student handbook.

2. Appropriate school personnel are authorized to withdraw a student if the superintendent or superintendent's designee has determined the student is no longer a resident of the local school system or is enrolled in a private school or home study program.

General Attendance and Tardiness Rules

1. Excessive absences and tardiness have a significant impact on a student academic performance. Students enrolled through the blended, or virtual model must meet minimum attendance parameters in order to maintain participation in the blended, or virtual model.

2. Students must be checked out through the school office by his/her parent or other authorized adult before leaving school.

3. A student is considered to be tardy to class if not in the room at the appointed start time and/or if he does not have the necessary materials to begin class. Teachers are to manage the first three tardy events to class in an eighteen-week period. On the fourth tardy event the student is to be referred to an administrator with the proper discipline form.

3. A student arriving at school after the beginning of class (8:00 (MS) 8:45 (HS)), is considered tardy.

4. **Students are considered tardy at 8:01 (MS) 8:46 (HS).**

Academic Progress

An individualized program will be developed to maximize each student's academic outcome upon enrollment.

Students should work on all classes daily, in order to maintain acceptable pace. Off pace progress is considered an academic and behavioral concern.

Students that participate in the blended or virtual models must sustain adequate progress as determined during the enrollment process to maintain active status in the virtual/blended models.

Students are expected to work on all classes daily off campus, focusing on specific courses while on campus.

Students that do not complete assigned work off campus may be subjected to a behavior consequence.

Internet/Equipment and Electronic Network Usage

Students in the Phoenix Program have 24/7 access to the curriculum. Students are encouraged to work both on and off campus. Please note:

1. Students are offered the opportunity to enhance their education through the use of the internet and other electronic networks. There is no right to privacy as it relates to information accessed, developed, or used on Paulding County School District computers, networks and the internet. Paulding County School District employees may monitor or access information from computer workstations at any time. Paulding County School District does not provide electronic mail, off campus internet access, or equipment to students.

2. Paulding County School District takes precautions to prevent access to materials that may be defamatory, inaccurate, offensive, or otherwise inappropriate in the education center setting. On an unregulated network however, it is impossible to control all material and a user may discover inappropriate material. Ultimately, the parent/guardian is responsible for setting and conveying the standards that their son/daughter or ward should follow, as the parent/guardian is legally responsible for his/her student's actions. Paulding County School District supports and respects each family's right to decide whether or not to authorize unsupervised access to the Paulding County School District education center's electronic networks. Any violation of the terms and conditions, outlined on the internet and electronic network usage form, will result in immediate revoking of internet and electronic network privileges and may result in termination from the program.

Financial Obligations

Materials, equipment, internet access, or any support that students receive are supplied for by the school system, are issued to students as borrowed property; consequently, students will be held responsible for damage and/or loss of items issued to them. Any financial obligations must be settled before a student can withdraw, graduate, receive grade reports (including final transcripts), student records, or diplomas until all obligations are resolved.

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Student Discipline

Parents/guardians and students are asked to sign a form acknowledging their receipt of the Student Code of Conduct. The Student Discipline Codes of Conduct for Elementary, Middle, and High School Students are contained in Regulation JD-R (2) and JD-R (3). The information regarding rules and regulations of this policy are contained in Regulations JD-R (0), JD-R (1), JD-R (2) and JD-R (3).

It is the intention of the Paulding County School District to establish standards for behavior that expect students to respect each other and school district employees, to obey student behavior policies adopted by the Board and to obey student behavior rules established at each school within the district.

The center's primary goal is to educate, not to punish; however, when the behavior of an individual student comes in conflict with the code of conduct, corrective actions may be necessary for the benefit of that individual and the school as a whole. Accordingly, students shall be governed by policies, regulations and rules set forth in the Paulding County School District Code of Conduct.

The Code of Conduct is effective during the following times and in the following places:

1. At school, on school property, or at school sponsored events at any time
   (extents to the entirety of PCSD property line)
2. Off school grounds at any school activity, function or event and while traveling to and from such events
3. On vehicles provided for student transportation by the school system; and at school bus stops

Students may be disciplined for conduct off campus which is felonious, or which may pose a threat to the school's learning environment or the safety of students and employees.

Parents are encouraged to become familiar with the Code of Conduct and to be supportive of it in their daily communication with their children and others in the community.

As required by the Georgia General Assembly, parents and guardians are encouraged to inform their children on the consequences, including potential criminal penalties, of underage sexual conduct and crimes for which a minor can be tried as an adult.

Standards for Student Behavior

Standards for student behavior are designed to create the expectation that students will behave themselves in such a way so as to facilitate a positive learning environment. The standards are designed to encourage students to respect each other and school district employees, to motivate students to follow student behavior policies adopted by the BOE, and to obey student behavior rules established at each school within this school district.

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Behavioral Expectations

1. Demonstrate courtesy with all individuals regardless of circumstances, even when others do not
2. Behave in a responsible manner, always exercising self-discipline
3. Prepare for each class by taking appropriate materials and assignments
4. Meet the Paulding County School District and school standard of grooming and dress
5. Respect the rights and privileges of other students, teachers, and other employees of PCSD
6. Respect the property of others, including Paulding County School District property and facilities
7. Refrain from committing violations of the Code of Student Conduct

Progressive Discipline Processes

The Code of Conduct provides a systematic process of behavioral correction in which inappropriate behaviors are followed by corrective consequences. Disciplinary actions are designed to teach students self-discipline and to help them substitute inappropriate behaviors with those that are consistent with the character traits from Georgia's Character Education Program.

Due to the nature of the Phoenix Program's format, disciplinary options are limited to denial (continuation) of access to school district properties including software. *Please note that the program will request a tribunal hearing to extend/expel a student for a level 3 violation*.

1. First infraction
    a. Parent and student notification, parent meeting prior to continuation, denial of access (3 days)
    b. May have time reduced on campus to one scheduled day per week
2. Second infraction
    a. Parent and student notification, parent meeting prior to continuation, denial of access (5 days)
    b. May have time reduced on campus to one scheduled day every two weeks
3. Third infraction
    a. Parent and student notification, parent meeting prior to continuation, denial of access (5 days)
    b. May have time reduced on campus to scheduled assessments only
4. Fourth infraction
    a. Student must complete their suspension/expulsion prior to access to school district properties. The original expulsion will be documented on the student's permanent record.

Parental Involvement

Parents are encouraged to visit the school regularly and are expected to be actively involved in the behavior support processes designed to promote positive choices and behavior. Please note that parents must abide by all rules while visiting students.

Authority of the Director

The director may undertake the corrective measure or measures which he believes to be in the best interest of the student and the center, including **withdrawal and requesting tribunal for consideration of expulsion**, provided any such action does not violate school board policy.

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Phoenix Program

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High School & Middle School Courses

Steve Barnett
Superintendent

HS Credit Recovery FuelEd

LANGUAGE ARTS		
English I	23.361004	9th Lit
English II	23.363003	World Lit
English III	23.351004	American Lit
English IV	23.352003	Brit Lit
MATH		
Algebra I	27.0990032/3	GSE Algebra I
Algebra II	27.0992032/3	GSE Algebra II
Geometry	27.0992002/3	GSE Geometry
SCIENCE		
Biology	26.312	Biology
Chemistry	40.351	Chemistry
Earth Science	40.364	Earth Science
Physical Science	40.311	Physical Science
SOCIAL STUDIES		
American Government*	45.357	Government
American History	45.381	US History
Economics*	45.361	Economics
Geography	45.371	Geography
World History	45.383	World History
WORLD LANGUAGES		
Spanish I	60.371	Spanish I
ADDITIONAL ELECTIVES		
Health*	17.311	Health
Physical Education*	36.311	Physical Education

A+ Courses Credit Recovery

Humanities	45.314	Humanities
Sociology	45.331	Sociology
Personal Fitness	36.351	Personal Fitness
Physical Science	40.311	Physical Science
Environmental Science	26.361	Environmental Science
GSE Algebra I	27.3990032/3	GSE Algebra I
GSE Geometry		GSE Geometry
GSE Algebra II	27.3992032/3	GSE Algebra II

Middle School Courses FuelEd

LANGUAGE ARTS		
Grade 6 Language Arts	23.311	6th Language Arts
Grade 7 Language Arts	23.312	7th Language Arts
Grade 8 Language Arts	23.313	8th Language Arts
MATH		
Algebra	27.321	6th Grade Math
Fundamentals of Geometry and Algebra	27.322	7th Grade Math
Pre-Algebra	27.323	8th Grade Math
SCIENCE		
Earth Science	40.361	6th Grade Science
Life Science	26.311	7th Grade Science
Physical Science	40.317	8th Grade Science
SOCIAL STUDIES		
Family and Consumer Science*	20.311/12/13	Family & Con. Sci.
Social Studies 6	45.307	6th Grade SS
Social Studies 7	45.308	7th Grade SS
Social Studies 8	45.309	Georgia State History
WORLD LANGUAGES		
Chinese 1	60.307/308/309	Chinese I
Chinese 2	60.308/309	Chinese II
French 1	60.307/308/309	French I
French 2	60.308/309	French II
German 1	61.307/308/309	German I
German 2	61.308/309	German II
Latin 1	61.337/338/339	Latin I
Latin 2	61.338/339	Latin II
Spanish 1	60.367/368/369	Spanish I
Spanish 2	60.368/369	Spanish II
ELECTIVES		
Art 6*	50.311	6th Grade Art
Art 7*	50.312	7th Grade Art
Art 8*	50.313	8th Grade Art
Career Explorations*	32.321	Career Awareness
Health 6*	17.307	6th Grade Health
Health 7*	17.308	7th Grade Health
Health 8*	17.309	8th Grade Health
Music 6*	53.307	6th Grade Music
Music 7*	53.308	7th Grade Music
Music 8*	53.309	8th Grade Music
Physical Education 6*	36.307	6th Grade Physical Education
Physical Education 7*	36.308	7th Grade Physical Education
Physical Education 8*	36.309	8th Grade Physical Education

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Phoenix Program

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Superintendent

Program Delivery Survey and Commitment

Parent/Guardian of_____,

Please take a moment to complete the following survey.

For survey purposes, please consider the following definitions.

> **Virtual instruction** is defined as an instructional delivery model where students receive instruction in an on-line learning environment. Students may be required to physically attend the Phoenix Program based upon program needs. Instruction would be facilitated and monitored by a virtual teacher who is both a certified and highly qualified instructor.

Please select the response that best describes your students preferred instructional delivery model

	YES	NO
Do you have a reliable internet connected computer at home? If virtual and blended instructional models are approved, the district will not provide an internet connection or device (ex. computer, tablet).	O	O
Are you a student athlete expecting to earn an athletic scholarship?	O	O

Schedule

	Middle School	High School		Homeroom Teacher	
	8:00 – 11:45	8:45 – 11:45	[redacted]		
Full Time	❍	❍	[redacted]	[redacted]	[redacted]
[redacted]	[redacted]	[redacted]	[redacted]	[redacted]	[redacted]
[redacted]	[redacted]	[redacted]	[redacted]		

Please Note: [redacted]

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Phoenix Program

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Individual Student Contract

I, _____, understand that the Phoenix Program at New Hope Education Center is a Paulding County School District facility. I also understand that all the stipulations of my expulsion/long term suspension remain in effect throughout my enrollment. **While attending Phoenix I understand that all rules, regulations, and behavioral expectations of the school district are applicable without limitations**. I also understand that Phoenix behavioral consequences may differ significantly from the protocols administered at the schools. This behavioral contract is a binding agreement and failure to adhere to the outlined objectives could result in denied access to the PCSD and the Phoenix facilities and software. I agree to the following provisions:

1. I will follow all rules and regulations of the school district as outlined in the Parent-Student Handbook and those announced or given to the student body in general.

2. I will not be absent/tardy for more than five (5) combined events each semester; 3 or more days may result in a change in program delivery. Exceeding these limits may result in removal from the program.

____3. Any inappropriate items, acts of communication, drawings, etc. will be assumed to have occurred and utilized on campus. All fluids must be in a clear container.

____**4.** Cell phones or any device that conducts electricity may not be present, utilized, or visible on campus **at any time including infraction meetings.**

____ **5.** Head coverings (hats/hoodies/scarfs/bandanas/sleepwear/etcetera) are never permitted physically on campus. ***REGARDLESS OF WEATHER. May not wear an article of clothing that contains a hood.* at any time including infraction meetings.**

____ 6. Book-bags/Backpacks are not permitted on campus. Students may have a small purse (12 x 6 max).

____7. I will obey all rules, regulations, and **directives**, failure to do so may result in removal from the Phoenix Program. (Sleeping, drawing, talking/disrupting, dress code violations, electronics, refusal to work, ***accessing websites not required for the online courses***, etcetera).

____

8. Students may not share the reason they are enrolled in the Phoenix Program.

9. In any situation in which I find that I may lose control, I will seek the assistance of an administrator/staff member.

10. Any behavior that would normally result in disciplinary action from the home school may result in removal from the program.

Student Signature	Date
Parent Signature	Date
NHEC Administrator	Date

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Handbook and Rules Verification of Acceptance

Student Name	Student ID
Home School	Date
Enrollment Start	Enrollment End

By signing below, I acknowledge that I have received and reviewed a copy of the student handbook. I further acknowledge and agree that:

- Absence/tardy combinations in excess of 5 days may result in removal from the program.
- Students may not be on NHEC property more than 15 min prior and 15 min after the start and end of their session.
- Off pace academic progress may result in a program delivery change.
- Off pace academic progress is a behavior concern.
- I must participate in any behavior/social programs sourced out of NHEC.
- Any behavior other than 100% academics may result in removal from the program.
- I agree to all the stipulations and requirements listed within the handbook.
- Course completion requires working a minimum of 2 hours per day outside of the program.
- Any courses that I do not successfully complete will be added to my transcript.
- Guardians and student are aware of and can access student grades and performance on IC.
- If I am administratively removed from the Phoenix Program, the expulsion will remain on my permanent record.
- NHEC may request a tribunal hearing to extend the expulsion based upon the behavior.
- I may not go onto any PCSD owned property or attend any event until the expulsion is completed.

Student Signature	Date
Parent Signature	Date
NHEC Administrator	Date

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- Students may not be on NHEC property more than 15 min prior and 15 min after the start and end of their session.
- Off pace academic progress may result in a program delivery change.
- Off pace academic progress is a behavior concern.
- I must participate in any behavior/social programs sourced out of NHEC.
- Any behavior other than 100% academics may result in removal from the program.
- I agree to all the stipulations and requirements listed within the handbook.
- Course completion requires working a minimum of to 2 hours per day outside of the program.
- Any courses that I do not successfully complete will be added to my transcript.
- Guardians and student are aware of and can access student grades and performance on IC.
- If I am administratively removed from the Phoenix Program, the expulsion will remain on my permanent record.
- NHEC may request a tribunal hearing to extend the expulsion based upon the behavior.
- I may not go onto any PCSD owned property or attend any event until the expulsion is completed.

Student Signature	Date
Parent Signature	Date
NHEC Administrator	Date

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Participation Commitment Statement

As part of our continued effort to refine the educational outcomes and increase student safety, the Phoenix program:

1. Will randomly select and electronically wand/search students to ensure that no items which are prohibited on school campuses are on the New Hope campus.
    a. Parents of students who have been searched will be communicated with through email.
2. Parents may elect for their students to attend the campus virtually

I do not find any of these rules to be ridiculous and I agree to follow all of them at all times.

_____

_____

_____

_____

Student Signature	Date
Parent Signature	Date
NHEC Administrator	Date