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Southern Guilford High School Student Handbook

Revised July 2026

SOUTHERN GUILFORD HIGH SCHOOL
5700 Drake Road Greensboro, North Carolina, 27406

Main Office: 336-674-4250

Website: <https://southernhs.gcsnc.com>

MISSION

SGHS empowers diverse learners to be inquisitive and respectful while achieving excellence in all opportunities.

July 2025 Update

VISION

SGHS will develop a resilient, compassionate, and inclusive community that encourages preparation, integrity, and success.

July 2025 Update

Each student should receive a copy of the Southern Guilford High School Student Handbook and the GCS Handbook at the beginning of each school year and shall sign an acknowledgement to that effect. All regulations in the Guilford County Student Handbook and all established classroom rules must be adhered to by all students. Each student is responsible for knowing all regulations. Students share with school officials the responsibility of maintaining order at school through their compliance with lawful directions of administrators, teachers, substitute teachers, teachers' assistants, and other school personnel authorized to give directions.

The possession or use of any tobacco products, drugs, drug paraphernalia, or alcoholic beverages is a serious violation of school regulations and North Carolina laws and will result in strong disciplinary action by the administration. This applies to all school functions on or off school premises. Canine sweep searches will occur randomly with the intent to deter drugs on campus.

Sexual harassment will not be tolerated and will be handled according to Guilford County School System policies.

In compliance with federal laws, Guilford County Schools administers all state-operated educational programs, employment activities, and admissions without discrimination because of race, religion, national or ethnic origin, color, age, military service, disability, or gender except where exemption is appropriate and allowed by law. Inquiries or complaints should be directed to the Guilford County Schools Compliance Officer, 120 Franklin Boulevard, Greensboro, NC 27401: 336-370-8154.

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IMPORTANT TELEPHONE NUMBERS

Main Office: 336-674-4250
Fax Number: 336-674-4254
Transportation: 336-674-4262

ADMINISTRATIVE TEAM

- **Principal** Dr. Rodney Boone
- **Assistant Principal** Ms. Allison Adams, grade 11 & grade 12 (A-F)
- **Assistant Principal** Mr. Jairo Lopez, grade 10 & grade 12 (G-M)
- **Assistant Principal** Mrs. Juliette Thomas, grade 9 & grade 12 (N-Z)

SCHOOL SUPPORT SERVICES

Note: Staffing changes may occur between handbook updates. Please see our school's website for the most up-to-date staffing information.

Counselors:

- **Last names A-D:** Ms. Kim Bartlett
- **Last names E-K:** Ms. Sydney Grant
- **Last names L-Q:** Ms. Suzy Townsend
- **Last names R-Z:** Ms. Cynthia Parks
- **Counseling Secretary:** Ms. Andrea Mitchell

Other Support Staff

- **Registrar** Ms. Andrea Mitchell
- **Attendance** Mrs. Dora Roberts
- **Data Manager** Mrs. Tracey Idol
- **Social Worker** Ms. Kim Boggan
- **Nurse** Ms. Cynthia Pesayanavin
- **Academy Director** Mrs. Kate Hudson
- **Student Success Coach** Ms. Molly Rooks
- **Transportation Office** Ms. Camela Hayes
- **Career Development** Ms. Toni Bowman
- **Cafeteria Manager** Ms. Nikki Manuel
- **Testing Coordinator** Ms. Sasha Newman
- **Curriculum Facilitator** Ms. Amelia Barnes
- **AP Coordinator** Ms. Amelia Barnes

- **Front Office Staff** Ms. Amber Misenhiemer & Ms. Jamilia Ridley

Athletic Personnel

- **Athletic Director** Mr. Wil Perry
- **Men's Basketball Coach** Mr. Michael Cheston
- **Women's Basketball Coach** Mr. Scott Tyson
- **Football Coach** Mr. Olandas McFail
- **Volleyball** Mr. Ronn Hall
- **Track/Field** Mr. Larry Ratliff, Ms. Michelle Munga
- **Men's Soccer** Mr. Santino Ruiz
- **Women's Soccer** Mr. Santino Ruiz
- **Softball** Ms. Nicole Manuel
- **Baseball** Mr. Ethan Edwards
- **Wrestling** Mr. Mark Case
- **Cheerleading** Ms. Latoya Southern and Ms. Whitney Johnson
- **Cross Country**
- **Women's Flag Football** Ms. Delina Clark

ALMA MATER

We are Southern Guilford,
We are the Storm,
A whole new chapter in our school is born,
We will stay true to the past, but we'll keep the future strong.
In our hearts you will forever last,
As we sing this Alma Mater song.
Forever to our school our hearts are sold,
Stay true to the colors maroon and gold.

SCHOOL POLICIES AND PROCEDURES

ADVANCED PLACEMENT COURSES

Advanced Placement is a program which allows students to take college level courses at their own high school, taught by their regular teachers. Such courses are accepted by many colleges for credit if a student scores a sufficiently high score on the AP exam. Some courses are year-long, and all are designed to offer an in-depth study of the subject area. Materials used are aligned with CollegeBoard's curricular standards and will be college-level.

AP exams are administered in the first two weeks of May every year. The schedule for these exams is set nationally by CollegeBoard, and the exam schedule is released in July every year; please refer to CollegeBoard's website to see this year's schedule of AP exams.

All students enrolled in an AP course are required to take the AP exam. Students who miss their AP exam will be assessed a \$42 fee.

AP exams administered by CollegeBoard do not impact the student's course grade or whether they pass the course for high school credit; these exams determine eligibility for college credit. A score of 3, 4, or 5 is considered "passing," but individual universities may have different minimum score requirements for a student to earn credit for the equivalent college course. CollegeBoard releases student scores at the beginning of July.

AP courses may include a teacher-made final exam in June that impacts the student's final grade in the course; these teacher-made exams are subject to the policies outlined in the [EXAMS AND TESTING](#) section of this handbook.

Note: Honors courses are advanced courses whose level of difficulty is such that they can carry Honors credit. They do not attempt to prepare students for AP exams, and they do not carry any college credit. See more about honors courses in the [Honors Course section](#) of this handbook.

AFTER SCHOOL

Students staying after school for any type of activity are reminded that school rules apply whenever and wherever a student is on campus or involved in a school-sponsored activity. Students remaining after school are subject to the same rules which apply during the school day.

Exit the building at 4:20 pm if you are a car rider, driver, or bus rider. Buses depart promptly at 4:25. Students riding buses should report directly to their assigned bus immediately after school.

All students staying after school must be in their designated area (tutorial, band, Learning Hub, or athletic practice) and under the supervision of a staff member by 4:30pm. Students must remain in designated areas with their staff supervisor until they depart campus. Students who do not follow these procedures will face disciplinary actions.

Outside doors will be locked at 4:30pm daily.

ARRIVAL

Students will....

- **Enter the building at 9:00 AM** from the front entrance for car riders and student drivers, or the cafeteria commons entrance for bus riders only.
 - Report to café for breakfast or remain in the café commons area until 9:15 AM.
 - Report to FIRST BLOCK at 9:15 AM.
 - Report to the Attendance desk, accompanied by a parent, when arriving at school after 9:10 AM to receive an attendance slip. This slip will be required for the student to be admitted to class after 9:20.
- Parents bringing their students to school after 9:10 AM will be required to park their cars, walk the students inside, and sign the students in for the day.**

Students who wish to eat breakfast should do so immediately upon arrival to school and report to class on time. Once a student reports to class, they may not return to the cafeteria for any reason.

ASSEMBLIES

- Students will be accompanied to and from assemblies and supervised by teachers.
- There will be assigned areas for classes in the assemblies. Students are required to sit in their assigned area with their supervising teacher.
- Students are expected to enter assemblies quietly, listening to and complying with directions from staff.
- Students are expected to actively LISTEN and remain in their seats until dismissed by the teacher.
- Students will not use their voices for personal conversation or to express approval or disapproval of performers.
- Regardless of the type of program or the time of day, students are expected to be respectful and appreciative and will be courteous of the performers and/or speakers.

ATTENDANCE EXPECTATIONS

To be considered in attendance for the school day, a student must be present in the school for at least one-half of the school day. To be considered in attendance for the class period, **students must be present in class for at least one-half of the class period.**

All absences require a signed note from the parent/guardian explaining the absence. The student will deliver the note to the Attendance Office upon return to school by 9:10am. If a note has not been submitted within three (3) days, the absences will be recorded as unexcused. ("Excused" indicates only that the absence has a documented reason; it does not mean that the absence will be erased from the student's record.) The note for absences should include:

- The date
- The student's full name
- Time of absence
- Reason for absence
- Parent signature and contact number

Students are expected to make up work assigned during the absence(s) within three school days of the student's return to school. The ultimate responsibility for make-up work lies with the student.

Parents/guardians are requested to contact school personnel when extended, unanticipated absences occur, as well as for pre-planned absences, including college visits.

Prior approval is required for any student departing from campus during the school day. This note must be given to the attendance secretary on the morning of the early departure.

BUS TRANSPORTATION

Bus Transportation Hotline: 1-888-511-4427

The State of North Carolina provides buses as a means of transportation to and from school. Riding the bus is a privilege, not a right. Failure to obey the basic guidelines set forth in those rules can result in losing the privilege of free, public transportation to and from school.

Parents: if your child is experiencing problems on one of our buses, please bring it to our attention immediately. Transportation requests may take up to 2 weeks for approval.

- Arrive at your designated bus stop twenty (20) minutes before the bus is scheduled to arrive.
- Ride your assigned bus only and get on and off at your assigned location.

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- Always obey instructions and expectations of the bus driver.
- Always scan your ONE CARD (student ID).
- Always stay in your assigned bus seat, and do not disturb the driver or other riders.
- Do not put hands or arms out of the window or throw objects from the bus.
- Eating or drinking on the bus is prohibited.
- Do not leave paper or other trash on the bus.
- Pushing, shoving, fighting, threatening, smoking/vaping, using drugs, and/or using profanity is prohibited.
- Matches and lighters are forbidden.
- Do not stand or move around the bus while the vehicle is in motion.
- Permission to ride an alternate bus is required in advance from parent/guardian and administration and approved by Transportation only.

If a student misbehaves on the bus, they may be suspended from riding the bus and may be suspended from school. Buses are equipped with cameras which will continue to monitor student behavior on buses.

All buses will depart from school at 4:25 p.m.

CAFETERIA/LUNCH PROCEDURE

All students will remain in the cafeteria or designated patio areas during lunch. Students have the option to bring lunch from home or to purchase food in the cafeteria. **Students may not have food delivered from outside sources; food deliveries will be confiscated.**

Students should travel to and from lunch using the designated hall routes. Classes are in session during all lunches, and the noise going to and from lunch should not interrupt classes.

All students are required to remain on campus in the designated areas during lunch periods to eat a nutritious meal under the supervision of school personnel. **Southern Guilford is a Closed Campus.**

Southern Guilford High School qualifies as a Community Eligibility Provision school for the 2024-25 school year, which means that all students will receive free breakfast and lunch each day. Students who have special dietary needs should refer to the [GCS School Nutrition website](#) for menus and dietary accommodation information.

At the beginning of the school year, each student is assigned a student number and a ONE CARD. This number serves as the student's account number, and the ONE CARD should be presented to the cafeteria cashier each day when going through the cafeteria line. Students and parents may deposit money into the student's account at any time for cafeteria purchases through [School Cafe \(https://www.schoolcafe.com/guilfordcountyschools\)](https://www.schoolcafe.com/guilfordcountyschools). Student account numbers should be kept confidential. A student should not share their number with anyone else or knowingly use someone else's number in the cafeteria.

Students will....

- Scan their ONE CARD at the café entrance.
- Enter cafeteria orderly and quietly, moving quickly to the serving line.
- Move through the line in a timely manner without breaking or skipping in line.
- Eat only food provided by the school in the cafeteria or brought from home. (No deliveries of food are allowed!)
- Consume all lunch in the cafeteria and not take food out of the cafeteria.
- Keep hands, feet, food, and other objects to themselves.
- Remain in the cafeteria the entire duration of their lunch period unless given permission to do otherwise by an administrator on duty at the cafeteria.

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- Only enter the cafeteria during their assigned lunch period.
- Dispose of all garbage and clean tables upon notification to leave the cafeteria.
- Remain seated at all times (on the seats provided and not on tables).
- Use the restrooms nearest to the cafeteria only during lunch.
- Move quickly to their next class when dismissed from the cafeteria.

Note: Students may use electronic devices in the cafeteria. The school will not be responsible for any lost or stolen property. **School officials will not take time away from other responsibilities to investigate these incidents, and STRONGLY encourage students to leave such equipment at home.**

THE “CHOICES” CENTER & ISS/OSS

The “CHOICES” Center is an in-house program to which a student may be assigned for a short period of time in lieu of out of school suspension (OSS). It is designed to counteract many of the negative effects of suspension. Instructional time can continue without interruption, and special academic help can be provided as needed. The CHOICES Center is a corrective measure for a school infraction and will not be used as a social space. CHOICES is a short-term, period-by-period consequence for students who violate student code of conduct. **Exceeding five visits per semester to CHOICES will result in further consequences as determined by the administration.**

The school has the right to suspend students in accordance to the GCS Student Handbook and NC Law when misbehavior is serious enough to warrant removal from regular classes for a day or more. The principal may assign ISS or OSS. Students assigned to ISS must report to the ISS/CHOICES CENTER before the tardy bell and remain the entire day. **According to district policy: “A student will not be allowed to participate in any extra-curricular activities during the period of ISS” (GCS Policy JD).** Suspension from school should be viewed as a very serious matter. Work missed due to out-of-school suspension will be provided. It is the students’ responsibility to complete all assignments.

During Out-Of-School suspension, the student is prohibited from participation in and attendance at any school activities associated with Guilford County Schools, and is not permitted on school grounds, at any time, for any reason, including bringing or picking up other students, without prior authorization from the Principal. To do so will constitute trespassing.

CLUBS (EXTRACURRICULAR)

Participation in extracurricular student groups is encouraged for all students; however, participation is a privilege that may be lost due to disciplinary infractions at the discretion of administration and club supervisors.

CLUBS OFFERED AT SGHS:

- Student Government Association
- FFA (Future Farmers of America)
- FBLA (Future Business Leaders of America)
- Future Health Professionals (previously known as HOSA)
- Future Teachers Club
- Battle of the Books
- Hispanic Heritage club
- National Honor Society
- National Technical Honor Society
- Pep Club
- Hunter Safety

- Robotics
- Academy Ambassadors
- Interact Club
- Interscholastic Equestrian Assoc.
- Quiz Bowl and Debate/Model Congress
- Southern Guilford Women's Initiative
- NSBE - National Society of Black Engineers
- Genders & Sexualities Alliance (previously known as Gay-Straight Alliance)

Students wishing to form new clubs must recruit a staff supervisor and attain approval for the new club from administration through the specified process.

DESTRUCTION OF SCHOOL PROPERTY

The State of North Carolina has passed legislation which makes **parents financially liable for property damaged by vandalism**. This includes all school property, furniture, textbooks, etc.

Students should be proud of their school building and the facilities provided. It is expected that Southern Guilford students will treat all school property with respect and assist in keeping the school clean and the campus beautiful. Students should report any destruction of property which they observe on the campus. See the Guilford County Code of Conduct for penalties.

DISMISSAL PROCEDURE

Students will...

- Exit the building at 4:20 pm from the main entrance for car riders and student drivers, or the cafeteria commons or "B" wing for bus riders.
- Report immediately at 4:20pm to tutorial or practice, where they will be in the direct supervision of coaches, band director, club advisor or teacher providing tutorial or detention.
- Be seated inside tutorial classroom, or off the campus at the ringing of the 4:30 pm bell.
- Follow the Early Dismissal Procedure* (see below) if dismissal is needed before 4:20pm

Early Dismissal before 3:45 PM

We kindly ask that there are no check-outs after 3:45pm. Checking out after this time can cause a long line, congestion in the entrance, and confusion once we get closer to the dismissal time.

If a student becomes ill during the school day and feels that he/she can no longer remain in school, the student must first report to the teacher and request a pass to the office to call home. The student should wait in the teacher's classroom until their ride arrives, unless the nature of the illness makes this impossible. If a student leaves school before 11:30 a.m. for the remainder of the day, that student will be counted absent from school that day. The student will be marked absent from any class period in which they miss more than half the period. Please review the [Attendance Policy](#) for further information.

Parents must enter the building and sign the child out at the attendance desk at the main entrance. Students can also turn in a signed note in the morning to the Attendance Desk with the time of release and provide a telephone number for confirmation of the release.

If it is necessary for a student to leave school early for a reason other than illness, a note that has been signed by the parent(s) or guardian(s) must be submitted to the Attendance Office before 9:10 AM, and an early dismissal

permit will be issued. Telephone numbers should be included in the note, as the Attendance office will verify the note.

All notes for absences should contain the following information:

- The date
- The student's full name
- Time of absence
- Reason for absence
- Parent signature and contact number

Students will not be released before the end of the school day to anyone other than parents or guardian(s) or others who are indicated as approved for pick-up in the student's Infinite Campus record. The adult picking up the student will be required to present legal identification prior to the student being called from class. The person to whom a child is released must first sign the proper form in the Attendance Office. Parents or guardian(s) may send a note to the Attendance Office giving permission to contact another person (name and telephone number).

If anyone other than the parent or guardian is going to pick up a student, two things are required *every time*:

- A note stating who will pick up the student.
- A phone conversation between the Attendance office and the parent/guardian verifying the written note.

Only the Attendance Office will call students from their respective classes at the time of release. To receive an excused absence, students must comply with the guidelines listed above, and students must sign out from the Attendance office before leaving campus and sign in when returning.

Dismissal due to Inclement weather

Early school dismissals will be announced via a Connect Ed phone call, Class Dojo text message, and/or on the official school website. If there is no announcement, there will be no early dismissal.

Please make sure that you are receiving Connect Ed and Class Dojo messages to receive announcements quickly. Contact the school if you need assistance in receiving these communications. If you need to update contact information or records for your student, this must be done through the Infinite Campus Parent Portal. Instructions and further information are [available on the GCS website](#).

If there is an announcement to close school on the following day, the decision will remain in effect regardless of changes in weather conditions. A county-wide Connect Ed message will go out to students enrolled in the district to announce school closings or delayed schedules.

DRESS CODE

ARTICLE OF CLOTHING	PROHIBITED
Tops	• Any shirt that excessively exposes cleavage, midsection, back, stomach, or undergarments, such as: ○ Halter tops, crop tops, backless shirts, spaghetti straps, and tube tops ○ Shirts that are see-through • Strapless shirts & dresses (A jacket may be worn over a strapless dress to be considered dress code compliant, but the jacket must be worn at all times.) • Shirts with offensive slogans or pictures (drugs, alcohol, guns, gangs, profanity, sexually explicit messages, etc.) • Hoodies worn on the head in the hallways during transition or common areas • Any article of clothing that can reasonably be deemed disruptive to the learning environment
Bottoms	• Any bottoms that excessively expose stomach, buttocks, groin, legs, or undergarments, such as: ○ Tights/pantyhose, or leggings that are see-through, that are not covered by appropriate length dress/skirt/shorts (mid-palm) ○ Holes/shredded areas above mid-palm length that exposes skin or underwear ○ Slits that extend higher than mid-palm • Dresses, skirts, and shorts that do not extend past the palm of a student's hand when standing with arms at the side, or that do not cover the legs at all when sitting. (Height of the student will be considered.) • Sagging pants. Pants must be worn <u>at the waist</u> and secured. • Visible undergarments • Any article of clothing that can reasonably be deemed disruptive to student learning
Shoes	Shoes must be worn at all times. Individual classes may have specific footwear requirements due to safety and/or required activities (e.g. science labs, carpentry, PE classes, CTE internships, etc.).
Accessories	• Ski mask or balaclava mask that covers the head and face • Bandanas
The School Administration and Staff reserve the right to determine if ANY item of student dress is in compliance with the dress code and/or is appropriate for the safe and orderly operation of school, regardless of whether or not it is specifically listed in the code. Students will be asked to dress in appropriate clothing provided by the school in the event a parent cannot provide it. Discipline action will follow for non-compliance.	

Consequences for dress code violation:

- **First time: Verbal warning.** Students will use a jacket to cover up or agree to wear a shirt given by administrators or social worker.

- **If a student refuses** to wear jacket all day or refuses to wear the shirt given, the student is assigned to Choices until a parent can bring an appropriate clothing item.
- **If the student's parent does not bring an appropriate clothing item**, the student stays in Choices for the remainder of the day.

DRILLS

Due to safety requirements, fire, tornado, and lock down drills are required by the State of North Carolina on a periodic basis. Each teacher will instruct their class on procedures concerning these drills and the drill signals. Student should move QUICKLY AND QUIETLY to designated areas. By law, all persons must leave the building during an evacuation. Students who pull the fire alarm under false pretenses will be subject to severe school and legal action. (GCS Rule 13)

ELECTRONIC DEVICES AND CELL PHONE USE (GCS RULE 27)

Students may use electronic devices in the cafeteria during lunch, before school, during class change, and after school; student use of technology must not disrupt the learning environment or infringe on the safety or privacy of others.

Phone/Electronic Use in the Classroom

The only electronic devices permitted in the classroom are school-distributed Chromebooks. All non-school sanctioned devices are to be silenced and stored in the *Storm Sentinel Pods* (phone storage cases) immediately upon entry to the classroom. Devices will be returned at the end of the class period. Students who are found in possession of a prohibited device during class are subject to the consequences below.

Prohibited devices include, but are not limited to:

- Cell phones
- Headphones/AirPods
- Personal computers
- Gaming devices
- Bluetooth speakers

*Smartwatches and fitness bands may not be used to communicate via text or calls or in any similar capacity as a cell phone. If these items are used in this way, they will be subject to the same rules as cell phones.

Consequences

- 1st Offense – Verbal Warning
- 2nd Offense – Loss of device for the remainder of class period AND Parent/Guardian contact
- 3rd Offense – Loss of device for the remainder of the school day AND Parent/Guardian contact; student may collect their confiscated devices after dismissal
- 4th Offense and beyond – Loss of device until Parent/Guardian comes to the school to collect the confiscated device(s) from the front office

The first and second offenses are managed by a teacher; once a student's device has been held in the office one time, all future infractions will require parent pickup.

**Students with a medical need that requires access to personal electronics (e.g. glucose monitoring) must have proper documentation filed with the school nurse and a care plan with permitted electronic device use clearly listed. These students will be assigned a seat in close proximity to the device.*

Failure to comply with this policy is a violation of Rule 6 (non-compliance) in the Guilford County Schools Handbook; appropriate disciplinary actions will be taken.

The school will not be responsible for any lost or stolen property. School officials will not take time away from other responsibilities to investigate these incidents, and STRONGLY encourage students to leave such equipment at home.

Phones & Other Electronics During Testing

Student personal devices are prohibited during testing. Students will turn in their devices prior to the beginning of the test and will sign a form stating that they have turned in all prohibited technology. If a student is found in possession of a personal device during an exam—even if the device is not in use, even if the student has already completed the exam—the following will occur:

- The device will be confiscated and searched by an administrator or testing coordinator to determine whether cheating or copying of secure materials has occurred.
 - For some exams, the device may also need to be held and searched by the testing organization or a state official.
- The device must be picked up by a parent or guardian. It will not be returned to the student.
- The student's test will be canceled and the student will receive a zero (no credit). Depending on the exam and its specific rules, the student may not be permitted to retake the exam for any credit.
- Additional disciplinary consequences will be assigned by an administrator, which may include out-of-school suspension (OSS).
- Technology violations for some types of tests (such as AP exams and the ACT) may be reported to colleges by the testing organization.

EXAMS AND TESTING

Testing information and dates regarding the PSAT, SAT, ACT and other imperative tests will be announced through the Counseling Center and posted throughout the school.

- The PSAT is mandatory for 10th and 11th grade students and is administered during the fall semester.
- The PreACT is mandatory for 10th grade students and is administered during the fall semester.
- The ACT is mandatory for 11th grade students and is administered during the spring semester.
 - Students who wish to take the ACT outside of this offering, or retake the exam for college admissions, must register through ACT's website. These exams are mostly offered on Saturdays.
- The ACT WorkKeys exam is mandatory for 12th grade CTE concentrators and may be administered in the fall and spring semesters. (Most students will test in the fall.)
- The SAT is optional and is offered on Saturdays. Students who wish to take the SAT must [register through CollegeBoard](#) and may select the date and location that best suits their needs. Exam fee waivers may be available for students with financial need; see a counselor for more information.

End of Semester Exams

The NC Department of Public Instruction requires that students take state **End-of-Course (EOC)** exams in selected courses. All students enrolled in English II, Math 1, Math III, and Biology will take an EOC. Students enrolled in CTE courses will take **CTE tests**. The assessments are administered to the students at the end of each semester (January or June).

Guilford County Schools requires students to take **GCS Final Exams (GCSFEs)** in core classes (English, math, science, social studies) that do not have EOC exams.

EOC exams, CTE exams, and GCSFEs comprise 20% of the student's final grade in the course.

Teacher Made Exams: Courses that do not have state or district-standardized exams are assessed through a teacher-made final exam or final performance-based assessment. Teacher-made exams count for 10% of a student's final grade in the course. A student may exempt teacher-made exams by meeting ALL of the following guidelines:

- Three (3) or fewer absences for any reason
- Average grade of B or higher for the entire semester in the class
- Permission by teacher to exempt the final exam

Interim assessments: District common assessments are given periodically throughout the semester in EOC courses. These measurements show which standards the student has mastered, and which still need work towards mastery.

State-Mandated CTE Exams	State-Mandated EOC Exams	GCS Final Exams
Sports & Entertainment Marketing I & II	Math I	English I, III, and IV
Principles of Business	Math III	Math II and IV
Foundations of Health Sci.	English II	Physical science
Health Science I	Biology	Chemistry
H Animal Science II		Physics
H Small Animal II		Earth & Environmental Science
Auto Fundamentals, Auto I, H Auto II		Civic Literacy
H Early Child I		American History
Child Development		World History
		Economics & Personal Finance

FIELD TRIPS

There will be times when classes, clubs, teams, or other groups will take field trips or represent Southern in competition. Such trips will be arranged by the teacher, sponsor, coach, or faculty representative in charge with the approval of the principal. Students should always travel with the group and not expect to make their own transportation arrangements.

Written parental permission is required prior to the trip, except for those involving athletic teams.

In case of field trips during the school day, the teacher sponsoring the field trip should notify teachers of the student(s) in attendance. It is the responsibility of the student to arrange for make-up of all work missed and to successfully complete this make-up work and to be in good standing as it relates to academics, attendance, and behavior.

In order to participate in field trips during the school day, students must meet the following eligibility requirements:

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- Grade of C or higher in every current class
- No attendance time owed at the time of the trip
- A signature from all four current teachers indicating that the student meets the above requirements

GIFTS FOR STUDENTS

Please do not bring gifts or have gifts delivered to the school. The office and school staff cannot be responsible for the delivery of student gifts or for holding these items until the end of the day. This includes special food items, balloons, flowers, packages, gift bags, etc. These items will be returned to the delivery person. Students will not be allowed to carry or have gifts in the school bus, hallways, classrooms, cafeteria, or school buses.

GRADING SCALE

- A: 90-100
- B: 80-89
- C: 70-79
- D: 60-69
- F: 59-below
- INC: Incomplete

GRADUATION REQUIREMENTS

Graduation from a Guilford County high school will be based upon the requirements established by the State of North Carolina and the Guilford County Board of Education.

HALLWAY/BATHROOM PROCEDURES

Students should never be out of class unless there is a valid reason. Valid reasons for students to be out of class include:

- Necessary trips to the bathroom
- Necessary trips to the front office or counseling office for specified and approved purpose (called by office staff, administrator, or counselor; calling home)
- Necessary trips to the media center (book circulation, technology support, printing)

Leaving class for the above reasons requires approval of the student's teacher during that class period or an administrator.

Students who were tardy to class are NOT eligible to receive a hall pass for any reason during that class period. (See [Tardy Policy](#) for further details.)

Students who fail to uphold the expectations outlined in this policy may lose the privilege of leaving the classroom.

Hall Passes

When it is necessary for students to be out of class, students must request permission from the teacher, sign out of the classroom using the teacher's sign-out log (which may be digital or on paper), and sign back into class upon return. Students must have a hall pass from the teacher while out of the classroom unless escorted by a staff member.

For trips to the restroom, the teacher will provide a generic classroom pass. This pass may only be used to go to the restroom closest to the teacher's classroom and must be visible while in the hallway (not in a pocket). Trips to the restroom should be no longer than 5 minutes from the time a student leaves the classroom until they return.

For trips to any location other than the restroom, the teacher will issue a written pass that will include the student's name, date and time out of class, expected return time, destination, and a legible signature.

Failure to carry and visibly display a pass will result in disciplinary action for skipping class.

Hallway Responsibilities/ Expectations

- Students will be required to move quietly throughout the hall with their signed hall pass during class time.
- Students will not loiter in the hallways or restrooms to socialize or meet up with others.
- Students will NOT have or use their electronics in the hallway during class time. Students who are caught with a cell phone while out of the class with a pass will have their phones confiscated and may face additional disciplinary actions.
- Students should not disrupt the learning or work of others by visiting other classrooms unauthorized, being loud in the hallway, or causing disruptions of any kind.
- Students may only go to the destination indicated on the hall pass. Unauthorized stops along the way may be considered skipping.
- No students should be in the hallway during the first and last 10 minutes of class.
- No hall passes will be issued during the first 30 minutes or last 30 minutes of the school day (before 9:50 AM and after 3:50 PM). The only students who should be in the hallway during this time are those who have arrived late, checked in at Attendance, and are on their way to class, or who have been authorized for early release and called by the Attendance office.
- During class transitions, students will move purposefully in the hallways, be attentive to and respectful of others, speak with appropriate volume and language, avoid disruptive or unsafe behaviors, and arrive to their next class on time.

Bathroom Expectations/Responsibilities

Students will:

- Use their hall pass to exit the classroom with teacher permission
- Use the restroom in the designated area (closest to the classroom)
- Keep restrooms clean and free of litter and graffiti
- Always use appropriate language and voice level
- Return to class within 5 minutes
- Not smoke or vape in the restroom or anywhere on campus

Media Center Visits

The media center is open to students from 9 AM to 4:20 PM on most days. Students who wish to visit the media center must follow these procedures:

- Media center visits require a specific type of pass. Teachers are provided with copies of this pass to fill out and give to students. This pass must be handed to the media specialist or one of her designated staff/helpers upon entry. Students who arrive in the media center with any other type of pass will be asked to leave.
- Substitute teachers are unable to write students a pass to the media center. Students should not request media center visits when their teacher is absent.

- **Students who wish to spend their lunch period in the media center must apply for a permanent lunch pass.** Written passes will not be accepted for lunch time. See the media specialist for more information.
- Students must sign in at the circulation desk, where they must provide their name, the teacher who gave them permission to be in the media center, and the purpose of their visit.
- While in the media center, students must behave in ways that support a positive learning and working environment in the media center, avoiding all disruptive behavior. Students who behave inappropriately will be asked to leave and may face disciplinary referral.
- Upon leaving the media center, the student must sign out at the same station where they signed in.

HOMEWORK ASSIGNMENTS FOR ABSENCES

Students who are absent are encouraged to take responsibility for their work. Absent students should check with their teachers for missed assignments and check Canvas for assignments.

Assignments missed due to suspension (for more than 5 days) will be collected in the Attendance Center or provided to students by teachers through Canvas.

- Assignments should be provided for all courses.
- Students receiving homework will still be responsible for checking with their teachers for further assignments when they return.
- A 48-hour notice is needed for teachers to prepare assignments for students absent for an extended period of time not related to discipline.

HONORS COURSES

An honors course is a class designed to accelerate learning within the NC Standard Course of Study, and therefore holds higher expectations for student academic work. According to NCDPI, honors courses must include:

- Acceleration of the NC Standard Course of Study
- Enrichment of the NC Standard Course of Study
- Extension of the NC Standard Course of Study
- Additional depth and complexity of the NC Standard Course of Study

NCDPI outlines the following expectations for students and guardians in honors courses:

Student's Role (includes but not limited to):

- Demonstrate the interest, ability, and motivation and/or the potential to interact with the honors level content.
- Exhibit personal responsibility for learning.
- Engage in an advanced level of learning through high quality work.
- Complete any prerequisite course(s) leading to the honors level course.
- Communicate with the teacher if additional support or challenge is needed to support achievement and growth.

Parent's/Guardian's Role (includes but not limited to):

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- Recognize the requirements and expectations of an honors level course.
- Support students to perform at an advanced level of learning.
- Communicate with teachers as needed to maximize their student's success.

Honors courses do not provide college credit, but may help prepare students for more advanced courses that do include college credit (e.g. [AP courses](#) and GTCC courses).

HONOR ROLL

To be eligible for A Honor Roll, a student must have all A's for the nine weeks in all courses.

To be eligible for A/B Honor Roll, a student must have all A's and B's for the nine weeks in all courses.

To calculate grade point averages and class ranks, the following scale is to be used:

	Standard/Regular Course	Honors Course	AP Course
A	4 points	4.5 points	5 points
B	3 points	3.5 points	4 points
C	2 points	2.5 points	3 points
D	1 point	1.5 points	2 points
F	0 points	0 points	0 points

To calculate a weighted GPA, convert each course grade using the chart above, add these points together, then divide by the number of courses. To calculate an unweighted GPA, use the Standard/Regular conversion for all classes regardless of level.

For example: Student with an A in honors, an A in AP, a B in regular, and a C in honors would calculate the GPA as:

$$4.5 + 5 + 3 + 2.5 = 15; 15 / 4 = \mathbf{3.75 \text{ weighted GPA}}$$

$$4 + 4 + 3 + 2 = 13; 13 / 4 = \mathbf{3.25 \text{ unweighted GPA}}$$

LOCKERS

School lockers are the property of the school and are located and are **loaned to students by request only** and for the purpose of storing books, clothing, and other school items. Lockers will be checked periodically to see that they are properly maintained.

LOCKER ROOM PROCEDURES FOR PHYSICAL EDUCATION AND ATHLETICS

- The locker room is used for students to safely secure their items. We are NOT responsible for items that are lost, stolen, or left out in the locker room.
- Every student will be given the option of a combination lock and locker.
- A student roster will be kept on file whether a student accepts or declines the option of a combination lock and locker. This will be documented by each student's signature. If they want a combination lock, they will sign under the "YES" column. If they refuse a combination lock, they will sign under the "NO" column.
- All book bags must be put inside locker room at beginning of class. This includes all electronic devices.

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- Locker rooms will be locked at the beginning of class once everyone is dressed out (First 5-minutes) and unlocked at the end of class to undress out of PE attire (Last 5-minutes).
- All students must use the locker room bathrooms at the beginning of class.
- The only time someone will be allowed to go to the bathroom during class is if it is an emergency. If so, they must use the downstairs B-Wing bathrooms.

Note: While the school provides students with secure lockers, we are not responsible for any items that are lost, stolen, or left unsecured in the locker room. It is the student's responsibility to ensure that all personal items are properly secured using the combination locks provided.

LOST AND FOUND

Each student is held responsible for their personal items. Students are to make every effort to protect such items as watches, money, cell phones, Chromebook, and jewelry. Carelessness leads to loss and theft. Students may check in the office before and after school for lost items. We request that students not bring expensive items to school. School personnel will not be responsible for students' personal items.

MEDICATION FOR STUDENTS

The board of Education recognizes the occasional need for district employees to administer medication to individual students. To assure adequate protection of students and of the rights of the employees, personnel shall be guided by procedures developed by the Superintendent and their staff to control the administration of medications. **No medications, prescription or non-prescription, shall be administered by a school employee unless and until a parental permission statement requesting school employees to administer such medication has been submitted to the principal for verification and approval.** Medication must be in original container with the original prescription label.

Students who need medication during the school day must have a valid and current [medical authorization form](#) on file in the school office.

NATIONAL HONOR SOCIETY

The National Honor Society is an organization at Southern Guilford High School which exemplifies the very best. 10th and 11th grade students may be invited to join as both an honor and an opportunity for further service to their school and community. Invitations are extended to those students who have demonstrated a high level of achievement in the four pillars of the National Honor Society which are scholarship, service, leadership, and character.

At Southern, a minimum **unweighted Grade Point Average of 3.7** is a threshold requirement for a student to be considered for membership. Additionally, the quality of a student's academic work, specifically the academic rigor of courses taken, will be reviewed. However, academic achievement alone is not enough for membership. **Students must also demonstrate service to their school and community and offer examples of leadership.** The quality and significance of service will be an important consideration. Heavy participation in a few significant service activities is more important than minimal involvement in a lot of different activities.

Prospective candidates will be required to **demonstrate high character with recommendations** from teachers and others in the community. Inductions will be held in April or May.

NORTH CAROLINA HIGH SCHOOL DIPLOMA ENDORSEMENTS

The North Carolina Department of Public Instruction (NCDPI) provides diploma endorsements in seven areas, recognizing that graduates have completed specific course concentrations preparing them for college and career readiness. These five endorsements are outlined in [NC Board of Education Policy GRAD-007](#) (last updated December 2024). Students may earn more than one endorsement; endorsements are not required to earn a diploma. The following endorsement descriptors are taken from [NCDPI's website](#) and current as of August 2025.

Career Endorsement

The Career Endorsement indicates completion of a rigorous course of study that includes a Career Technical Education concentration. Students must meet the following criteria:

- Except as limited by N.C.G.S. §115C-81(b), the student shall complete the Future-Ready Core mathematics sequence of Algebra I, Geometry, Algebra II; Math I, II, III; or Integrated Math I, II, III; and a fourth mathematics course aligned with the student's post-secondary plans. Acceptable fourth math courses for the Career Endorsement include any math course that may be used to meet NC high school graduation requirements, including applied math courses found in the Career and Technical Education (CTE) domain;
- The student shall complete a CTE concentration in one of the approved CTE Career Pathways;
- The student shall earn an unweighted grade point average of at least 2.6;
- The student shall earn at least one industry-recognized credential. Earned credentials can include Career Readiness Certificates (CRC) at the Silver level or above from WorkKeys assessments or another appropriate industry credential/certification; and
- The student shall earn at least the benchmark reading score established by a nationally norm-referenced college admissions test. The student may retake the nationally norm-references test as many times as necessary to achieve the required benchmark score.

College Endorsement

The College Endorsement indicates readiness for entry into NC Community Colleges. Students must meet the following criteria:

- The student shall complete the Future-Ready Core mathematics sequence of Algebra I, Geometry, Algebra II; Math I, II, III; or Integrated Math I, II, III; and a fourth mathematics course aligned with the student's post-secondary plans. The fourth math course must meet University of North Carolina system Minimum Admission Requirements or be acceptable for earning placement in a credit-bearing college math class under the North Carolina Community College System's Multiple Measures Placement policy;
- The student shall earn an unweighted grade point average of at least 2.6; and
- The student shall earn at least the benchmark reading score established by a nationally norm-referenced college admissions test. The student may retake the nationally norm-references test as many times as necessary to achieve the required benchmark score.

College/UNC Endorsement

The College/UNC Endorsement indicates readiness for entry into a four-year university in the University of North Carolina system. Students must meet the following criteria:

- The student shall complete the Future-Ready Core mathematics sequence of Algebra I, Geometry, Algebra II; Math I, II, III; or Integrated Math I, II, III; and a fourth mathematics course that meets University of North Carolina system Minimum Admission Requirements that include a mathematics course with either Algebra II, Math III or Integrated Mathematics III as a pre-requisite;

- The student shall complete three units of science including at least one physical science with a lab, one life science and one additional science course;
- The student shall complete U.S. History or equivalent coursework;
- The student shall complete two units of a world language (other than English);
- Students shall earn a weighted grade point average of at least 2.5; and
- The student shall earn at least the benchmark reading score established by a nationally norm-referenced college admissions test. The student may retake the nationally norm-references test as many times as necessary to achieve the required benchmark score.

NC Academic Scholars Endorsement

The NC Academic Scholars Endorsement indicates that students have completed a balanced and academically rigorous high school program preparing them for post-secondary education. Students must meet the following criteria:

- The student shall complete the Future-Ready Core mathematics sequence of Math I, II, III; Algebra I, Geometry, Algebra II; or Integrated Math I, II, III and a fourth-level mathematics course that meets University of North Carolina system Minimum Course Requirements that include a mathematics course with either Math III, Algebra II, or Integrated Mathematics III as a pre-requisite;
- The student shall complete three course credits of science including an Earth/Environmental science course, Biology, and at least one physical science course that must include either physics or chemistry;
- For students entering ninth grade in 2012-13 or later, the student shall complete four course credits of social studies;
- The student shall complete two course credits of a world language (other than English);
- The student shall complete four elective course credits in any one subject area, such as Career and Technical Education (CTE), JROTC, Arts Education, World Languages, or in another content area;
- The student shall have completed at least three higher-level courses during junior and/or senior years which carry quality points such as Advanced Placement, International Baccalaureate, Cambridge International, or Dual Enrollment courses; Advanced CTE and CTE credentialing courses; honors level courses, or Project Lead the Way courses; and
- The student shall earn an unweighted grade point average of at least 3.50.

Global Languages Endorsement (Seal of Biliteracy)

The Global Languages Endorsement indicates proficiency in one or more languages in addition to English.

The student shall demonstrate mastery of the English language with one of the following:

- Complete English IV or equivalent course and earn a cumulative, unweighted grade point average of at least 2.5 for all English coursework required for graduation; or
- Use the Credit by Demonstrated Mastery policy to complete the English IV course required for graduation; or
- Take a nationally norm-referenced external exam approved by NCDPI and achieve a score that meets the English requirement as noted on the approved list.

The student shall demonstrate mastery of a World Language by earning Intermediate Mid proficiency or higher on the ACTFL proficiency scale in each language with one of the following:

- Complete a Level IV or higher course in a World Language and earn a cumulative, unweighted grade point average of at least 2.5 for all World Language coursework in that language; or
- Use the Credit by Demonstrated Mastery policy to complete a Level IV or higher course in a World Language, including the home and heritage languages used across North Carolina; or
- Take a nationally or internationally norm-referenced external exam approved by NCDPI and achieve a score of Intermediate Mid or higher in that language.

Arts Proficiency Endorsement

The Arts Proficiency Endorsement indicates proficiency in an arts area based on both course attainment as well as outside of school arts experiences. (This endorsement was established in June 2024.) Students must meet the following criteria:

- The student shall complete a minimum of four NCSCOS arts courses.
- The student shall earn an unweighted GPA of 3.0 or higher in each arts credit.
- The student shall complete a minimum of 40 hours of arts-related extracurricular activities.
 - The student shall participate in an arts-related extracurricular activity approved by the local board of education.
 - The student shall complete all of the required hours outside of instructional hours.
 - The student shall not receive any course credit for participation in the activity.
 - In accordance with State Board guidance, the student shall document the hours on the form provided to local boards of education.

Citizenship Proficiency Endorsement

In June 2024 and revised in December 2024, the State Board of Education approved the Citizenship Proficiency Diploma Endorsement. The requirements are based on legislation.

Student requirements are:

- The PSU shall administer the endorsement test in the same format as the U.S. Citizenship and Immigration Services (USCIS) Naturalization Test using the questions publicly available.
- The student shall correctly answer at least 6 out of 10 questions asked of the civics portion of the USCIS Naturalization test.
- The opportunity to earn this endorsement shall be offered to interested high school students once/semester.

For the Citizenship Proficiency Endorsement, seniors will be invited to participate in testing. Opportunities will occur in the fall and in the spring. Seniors will get a notice of the upcoming testing opportunity with a link to sign up. The test is offered during the school day and takes approximately 30 minutes to complete.

NURSE

The school nurse (Ms. Cynthia Pesayanavin) makes weekly visits to Southern Guilford High School. As an employee of the Guilford County Health Department, the nurse works with the school and home to secure appropriate medical care. Referral forms are available in the Counseling Center.

OFFICE TELEPHONE

The office phones are business phones that can be used for emergency reasons. Calls should be limited to three (3) minutes. When students need to call parents during class time, they should make these calls from the office phone, not their personal cell phones.

PARENT PORTAL

Parent Portal (<https://www.gcsnc.com/Page/17246>) is an online data system that allows parents to access their children's school information.

From the Parent Portal webpage, parents may view:

- Detailed attendance information
 - Detailed grade information from each teacher's grade book
 - Summary grade information (Report Card view)
 - Credits Earned to Date (High School)
-
- Standardized Testing Information
 - Personal Demographic Information
 - Emergency Contact Information

PTSA

The Parent Teacher Student Association was formed to develop a better relationship among parents, teachers, and students. All parents are welcome and are encouraged to join. Membership is only \$8.00, and all monies go to support students and staff. The PTSA meets monthly on the first Monday of the month in the school media center.

<https://sghs.givebacks.com/store>

PARKING PASSES, DRIVER'S EDUCATION, AND LICENSE LAW

Driver's Education & License Law

Driver's Education is provided by the NC Driving School and is taught by their staff. SGHS staff are unable to register your student for driver's ed or to influence when your student is scheduled for driver's ed classes. Please contact the NC Driving School to register and for assistance with driver's ed matters. To get a driver's permit, a student must be 15 years old, have completed driver's education, be passing 3 of 4 classes at semester and be promoted. Students who drop out of school will have their permit/license revoked. For more information, or to register for Driver's Education, please visit www.ncdrivingschool.com.

Because the class is held on the school campus, all school rules, regulations, and expectations apply. Students will need to provide their own transportation home immediately after the class ends. There is no late bus available for students taking driver's ed.

Parking Passes

The operation and parking of a student's automobile is under the supervision of the Principal or the designated assistant principal. The following rules and regulations must be observed:

- All automobiles must be parked upon arrival and occupants must leave the vehicles and enter the school building promptly.
- All automobiles should be left locked to discourage theft.
- No student parking will be permitted on campus in any area other than the designated student parking lot. (The student parking lot is located at the front of the school off of Drake Road. This is the side of the building with the flagpoles, the tennis courts, and the entrance closest to the media center and attendance desk.)
- Student cars that are parked in other spaces are subject to being towed away at the owner's expense.
- Students who intend to drive a car to school either regularly or occasionally must have a student parking permit clearly displayed on the rearview mirror of the car.
- Students may not return to their cars during the school day except with explicit permission.
- Parking permits can be purchased online.
- Payment for parking passes must be submitted using [SchoolCash Online](#) prior to submitting the application.
- **Students who have six (6) unexcused tardies will have their driving and parking privileges revoked for at least the remainder of the academic quarter, or for 30 calendar days, whichever is longer.**
 - Please note: Only days when school is in session will count toward the revocation period. Time during Winter Break, Spring Break, Summer Break, or any other school holidays will not count toward fulfilling your revocation time.

Parking pass fees will not be refunded if your privilege is revoked.

Motor Bikes:

The same rules and regulations apply to any motor propelled vehicles.

Automobile Searches

Students are permitted to park on school premises as a matter of privilege, not of right. As a condition for obtaining a permit and parking a vehicle on the school premises, a student and the student's legal custodian must agree, in writing, to allow school officials to search any vehicle which the student parks on school property. The school retains the authority to conduct routine patrols of the student parking lots and inspections of the exteriors of student automobiles on school property. The interiors of students' vehicles may be inspected whenever a school authority has reasonable suspicion to believe that illegal or unauthorized materials or other evidence of illegal activities are contained inside. Such patrols and inspections may be conducted without notice and without student consent. Law enforcement may also be called to search student vehicles under the principal's discretion.

PROMOTION REQUIREMENTS

In order for a student to advance to the next grade level, the following requirements must be met:

- Advancing from grade 9 to grade 10 = a minimum of 5 units (cumulative) must be earned

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- Advancing from grade 10 to grade 11 = a minimum of 10 units (cumulative) must be earned
- Advancing from grade 11 to grade 12 = a minimum of 16 units (cumulative) must be earned

*A minimum of 22 units and successful completion of any other state standards must be earned in order to graduate according to School Board Policy 3420.

A student's grade level determines their eligibility for various programs as well as their testing requirements for the school year.

REGISTRATION AND SCHEDULING

Students register each spring for their courses for the upcoming year. Course offerings and staffing are based upon student registration; therefore, it is imperative that students and their parents understand the procedures, plan carefully, and make serious commitments. Student requests made in the spring are binding for the upcoming school year.

[Schedule changes](#) will be honored in only a few specific conditions with administrator approval. The schedule request form is available on the school website. Changes may only occur in the first 10 school days of each semester.

REPORT CARD SCHEDULE

Interim reports are sent home every 4 ½ weeks (midpoint of each quarter), and Report Cards are issued to students at the end of each quarter.

SCHEDULE CHANGES

Very few schedule changes are made under certain extenuating circumstances. Students will be expected to take the course for which they register except under the following circumstances:

1. The student needs a course which is required for graduation, but it is not on the schedule.
2. The student is enrolled in a course, but they do not have the prerequisite course.
3. There is a missing course (hole) in the schedule.
4. The student has a course on their schedule that they have already taken and passed.

A request for change will not be granted unless procedures are followed. There is a link sent out at the beginning of the semester that students should fill out (with parent permission) prior to the deadline in order to be considered. Students must remain in the assigned class until the schedule change has been made. Any days missed while waiting for schedule changes that are not excused will be considered skipping and are subject to disciplinary actions.

SERVICE LEARNING

The Service-Learning Diploma/Cord

The Service-Learning Diploma is a locally developed, official recognition program designed to recognize high school students who are committed to serving their community. See Mrs. Hudson, Academy Director, for further information about Service Learning, or visit the GCS website in the Character Development section.

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SCHOOL DAY SCHEDULE

Regular Day

8:00-9:00	Morning Learning Hub
9:00	First Bell/Building is open
9:15	Bell to 1 st Block

9:20 – 10:56 1st Block
(10:50 – 10:56 Daily Announcements)

11:00 – 1:00	2nd Block
10:56 – 11:20	1st Lunch
11:25 – 11:50	2nd Lunch
12:05 – 12:30	3rd Lunch
12:35 – 1:00	4th Lunch

1:04 – 2:40 3rd Block

2:44 – 4:20 4th Block

4:30 – 6:00 Learning Hub/Athletics/After School Activities

SPORTS PARTICIPATION/ATHLETICS

I. Statement of Policy

The primary purpose for Guilford County Schools is to provide a sound education of all students. The following attendance, academic, and citizenship standards for co-curricular participation are designed to take advantage of the positive power of co-curricular activity.

II. Definition

Co-curricular activities are activities which are scheduled after the close of the regular school day or performed during the school day but are not for class credit. Any activity specifically required by a class is not to be considered co-curricular in nature.

III. Areas of Eligibility

High School Eligibility Requirements (Established by the NCHSAA)

Academic Requirements

Students must pass 70% of all courses from the previous semester and maintain progress toward graduation. Students at schools on the 4 x 4 block schedule must pass a minimum of 3 classes during the semester immediately prior to the semester of athletic participation.

Attendance Requirement

In order to be eligible for athletic participation, students must have been in daily attendance 85% of the previous semester. In regard to athletic eligibility, daily absences cannot be made up under any circumstances, even if the student attends Saturday classes, extra help sessions, summer school, and/or any other means to make up academic work.

Promotion Standards

All students must meet local promotion standards established by Guilford County Schools. A set number of units/credits must be earned in order to be promoted to the next grade level.

Eight Semester Rule

Beginning with the student's first entry into the 9th grade, the student may not participate in athletics for a period lasting longer than eight (8) consecutive semesters.

Medical Examination

Student athletes must receive a [medical examination](#) once every 395 days by a duly licensed physician, nurse practitioner, or physician's assistant.

Age

A student may not participate in any sport if their 19th birthday comes on or before August 31st of the current school year.

Residence

A student is eligible to participate in athletics at the school to which he or she is assigned by the Board of Education, within the administrative unit of residence. Transfers within the Guilford County Schools administrative district are governed by local Board of Education policy.

Student Participation in Interscholastic Athletics

In addition to the athletic eligibility rules established by the NCHSAA, additional athletic eligibility rules have been established by the Guilford County Schools Board of Education.

- Students in grades 10-12 must earn a weighted GPA of 2.0 or higher during the semester immediately prior to the semester of athletic participation. First year freshmen do not have a GPA requirement for the first semester of the 9th grade year but must earn a GPA of 1.50 or higher during the first semester to be eligible for the second semester of the 9th grade year.
- Annually, prior to participation, parents must provide two proofs of residence.
- Annually, prior to participation, the student and parent must complete an Athletic Participation Form. (See school athletic director for details.)
- A more detailed description can be found in Board of Education policy JI (Student Participation in Interscholastic Athletics) as well as the associated procedures.
- Students assigned to the CHOICES Center on the day of athletic contests will not be eligible on the days of the assignment.
- Students who are suspended Out-Of-School will not be eligible during the suspension period.
- Principals may exercise their administrative authority to declare a student ineligible from athletics due to disciplinary reasons.
- In order to participate, the student must be in school a minimum of three (3) periods of the day of the activity.
- Students will not be excused from class to participate in regular season athletic contests at home prior to the end of the scheduled school day.
- If a student who becomes ineligible at the end of the last grading period of the school year attends summer school and passes courses failed or otherwise complies with the academic standards set forth herein, that student will regain their eligibility.
- Students who are identified in areas of exceptionality and meet academic requirements set forth by the State Department of Public Instruction for Exceptional students will be declared eligible.

- All regulations of the North Carolina High School Athletic Association are applicable

IV. Athletic Accountability

- A. A system of monitoring and reporting will be maintained by the administration. Principals will have the primary responsibility for monitoring eligibility in their schools.
- B. Individual schools will maintain a plan for monitoring students' progress and eligibility on a regular basis. These plans will include involvement by the Athletic Director, appropriate coaches, and/or advisors.
- C. Students may request, in writing (not later than three (3) days after being declared ineligible), a review by the Assistant to the Superintendent; and if necessary, by the Superintendent. The Superintendent has the discretion to continue the student's eligibility during the appeal process.

V. Institution of Policy

- A. These eligibility requirements, as amended, shall be effective immediately. Requirements apply to entering ninth graders as well as to those already in high school.
- B. Information regarding this policy will be distributed to all students annually on the first day of the school year.

ATHLETICS

The name "STORM" is synonymous with tradition and is reflective of school spirit, highly competitive teams, as well as an outstanding student body. We feel that through athletics, your high school career will be more meaningful and rewarding. Consequently, the coaching staff cordially invites you to consider participation in our athletic programs.

Athletic Personnel

- | | |
|----------------------------|---|
| • Athletic Director | Mr. Wil Perry |
| • Men's Basketball Coach | Mr. Michael Cheston |
| • Women's Basketball Coach | Mr. Scott Tyson |
| • Football Coach | Mr. Olandas McFail |
| • Volleyball | Mr. Ronn Hall |
| • Track/Field | Mr. Larry Ratliff, Ms. Michelle Munga |
| • Men's Soccer | Mr. Santino Ruiz |
| • Women's Soccer | Mr. Santino Ruiz |
| • Softball | Ms. Nicole Manuel |
| • Baseball | Mr. Ethan Edwards |
| • Wrestling | Mr. Mark Case |
| • Cheerleading | Ms. Latoya Southern and Ms. Whitney Johnson |
| • Cross Country | |
| • Women's Flag Football | Ms. Delina Clark |

Additional information about SGHS Athletics -schedules, forms, and more can be found at www.southernguilfordathleticzone.com.

STUDENT PERSONAL DATA INFORMATION

Parents, please know that it is very important to have current and correct telephone numbers, addresses, emergency telephone numbers, and contact persons in InfiniteCampus for your child. If a serious emergency

occurs, we must be able to reach someone who can help your child if the emergency is life threatening. This information protects you and your child. Please pay special attention to this information.

STUDENT RECORDS

(The Family Rights and Privacy Act of 1974- Buckley Amendment)

Parents of students under 18 years of age and all students over 18 or attending post-secondary schools have the right to see, correct, and control access to student records. Students under 18 years of age who attend elementary or secondary level schools must rely upon their parents or state and local laws in order to see, correct, or control access to their own records.

Directory information may be made public without parental or student consent if they (parent or guardian) does not state that this information may not be released without proper consent. This includes that student's name, address, telephone listing, date, and place of birth, participation in recognized activities and sports, dates of attendance, diploma and awards received, and the name of the most recent educational institution attended by the student.

The examination of the contents of the educational records will be made only in the presence of a school official competent in interpreting student records. The student's parent/guardian(s) will request and schedule an appointment to examine the contents of the educational record at any reasonable time (within 45 days of the request).

Information in the student's record is released only upon written request of the parent/guardian (of student under 18) or student (18 or older) stating the name of the organization, institution, parent, student, or other individual to receive the transcript or information.

Under the Buckley Amendment, an eligible student may obtain a copy of the educational record when a copy is transferred to another school outside the school system, to an organization or institution, or to a third party as requested.

Local school regulations establish the amount charged for each copy.

TARDY PROCEDURES

Parents, we need your help in ensuring that all students begin their school day positively with the intention of getting to school on time. Students will be considered **tardy if they arrive to class after 9:20 AM**. To ensure that a car-rider student arrives to class by this time, they should be dropped off at the front of the school no later than 9:10 AM. **Therefore, if a student arrives to the school building after 9:10 AM, they must be accompanied by a parent to sign in to the attendance office. The parent will need to park the car and walk inside with their student.** Students will be excused if tardy because of a late bus. Excessive tardiness will be handled by the school administration. A student driver who is late to school must present a note written by their parent to the Attendance Office stating reason(s) for tardiness; please include a phone number on this note, as the attendance office will verify the note. **Student drivers who have excessive tardies may have their parking pass revoked.** Please be aware that the tardy policy does not excuse tardiness for oversleeping, flat tires, missing the bus, or traffic issues.

- **Students will be considered tardy when arriving to class after the bell sounds.**
 - A student returning late from lunch may be marked tardy even if they were on time at the beginning of the block.

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- Any student arriving later than 5 minutes after the tardy bell WITHOUT a pass is skipping and will receive a disciplinary referral.
- Teachers will contact parents via email or Talking Points text message each time a student is tardy.
- Tardies will be documented in Infinite Campus attendance records; parent contacts will be documented in the contact logs.
- Instruction and assignments begin at the tardy bell. Students who are tardy may miss instruction or assignment opportunities that will negatively impact the student's grade.
- **Students who are tardy to class will be ineligible to receive any hall passes or leave class for any reason during that class period.**

Consequences for Tardies:

- Tardy 1- Verbal warning
- Tardy 2- Conversation with parent
- Tardy 3- Conversation with parent, plus a teacher-assigned consequence.
- Tardy 4 and beyond- Parent contact, plus discipline referral and administrative consequence.

Beginning in the 2025-2026 school year, student drivers who accumulate 6 unexcused tardies will have their parking passes revoked for the remainder of the academic quarter, or for 30 calendar days (whichever is longer). (See [Parking Pass policy](#).)

TEACHER CONFERENCES

If you desire a conference with your child's teacher(s), please send a note or email to the teacher or call the Counseling Center to arrange the conference. Teachers are available for conferences prior to 9:00 a.m., during their planning time, or after 4:20 p.m. We encourage parents to be involved in their child's life and encourage periodic parent-teacher conferences.

TEACHER'S WORK ROOMS

Teacher's work rooms are always off limits to students. Students should not enter any teacher's work room at any time, including before and after school. Teachers may not give students permission to enter the work room. Teachers will not purchase snacks from the vending machines on behalf of students. Students found in teacher's work rooms will be considered Out of Area and will receive disciplinary referrals.

TRANSCRIPTS

A transcript is a copy of 9th, 10th, 11th, and 12th grade courses and semester grades, test scores, and school activities. Transcripts will be sent from the counseling center only when requested by the student. Transcripts request must be made online.

VISITORS

Parents are always welcome to visit with a scheduled appointment. In order to maintain safety and to protect instructional time, general visitors, such as social visits by non-guardians, are not permitted.

WITHDRAWALS FROM SCHOOL

A student who withdraws from Southern Guilford High School should follow these regulations:

1. Start withdrawal procedures in the Counseling Office

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2. Notify the teacher at least one day prior to withdrawal
3. Return all library books, textbooks, and Chromebook with charger cords and pay all fines

See the school website and social media for schedules and weekly sports updates.