

Welcome to BB Comer Memorial High School!

From the Principal . . .

Hello and welcome to another school year. A new year means new challenges and new opportunities. It is up to you to make the most of these next few months so that you can end this school year better than when you started. To ensure a smooth transition from day to day, we have provided this booklet that outlines the rules and expectations of B.B. Comer High School. Knowing the rules is a key part to preventing situations that might take away from the educational experience so we encourage both students and parents to read the next few pages and to keep this booklet as a reference. Again, I would like to welcome you to the 2018-19 school year. What happens after today is up to you.

Judson Warlick
Principal, BBCMHS

I would like to welcome you to a new school year at B.B. Comer High School. I am excited to have the opportunity to serve as your new assistant principal. I received my Bachelor's Degree from The University of Montevallo and both my graduate degree and educational leadership certification from Samford University. I bring to B. B. Comer seventeen years of educational experience as a 5th grade teacher and Technology Integration Specialist at B. B. Comer Elementary School. My focus at B. B. Comer High will be working alongside Mr. Warlick as we strive to make Comer a school where student learning and achievement come first. Our focus for the Comer faculty and staff is high expectations and engaged student learners. I am eager to work with our parents, students, teachers and staff to ensure the emotional, social, and academic success for all our students. Careful planning and a good relationship between the home and school can certainly make your child's time at B. B. Comer an enjoyable one for all. Please make sure to carefully review our policies and procedures in this handbook to ensure you are knowledgeable of our school expectations and procedures. I look forward to getting to know each of you.

Jamie Danford
Assistant Principal, BBCMHS

Sign the last page and return it to your homeroom teacher showing that you have received a copy of the BB Comer High School Student Handbook.

Faculty, Staff and Administration by Departments

English

Fossett, T.
Ford, J.
Patterson, S.

History

Barclay, O.
Hardie, R.
Lamb, T.

Math

Kerry, S.
Shirazifard, B.
Watts, M.

Science

McCartney, G.
McGrady, K.
Poe, M.
Holmes, K.

Career Tech

Howell, J.

PE

Fossett, A.
Hale, M.

Art/Music/Band

Seaborn, D.

SPE

Bowden, C.
Seaborn, C.
Brown, D.

Counselors/Resource

Emanuel, L.

Technology Integration Specialist/Title I

Brandon Brown

Foreign Language

Hanson, K.

Instructional Specialist

Vanzant, R.

Office Personnel

Garrett, P.
Whetstone, S.

Support Personnel

Bullard, L.
Cleveland, A.
Maddox, T.
Duke, D.
Blankenship, J.
Mull, J.
Sasser, J.

Administrators

Danford, J. Assistant Principal
Warlick, J. Principal

Each faculty member has an email address so that students and parents can communicate with teachers regarding concerns such as academic standing and classroom behavior. The Talladega County Board of Education's e-mail system is monitored on a daily basis by an outside agency to evaluate non-educational communications. Students who chose to email non-educational items such as pranks, jokes, or viruses will be turned over to the local law enforcements for prosecution. The e-mail address of teachers can be found on our school website: <http://bbchs.tcboe.org>

The Talladega County Board of Education

Dr. Suzanne Lacey - Superintendent

Mrs. Kathy Landers-Chairman

Mr. John Ponder

Mrs. Joan Doyle

Mr. Mike Turner

Mrs. Sandra Tuck

B.B. Comer Memorial High School

Location – 801 Seminole Avenue, Sylacauga AL 35150

Grades- 7-12

Mascot - Tigers

Colors –Gold, Black, and White

Phone- 256-315-5400

*Accredited by the
Southern Association of Colleges and Schools*

Website & Social Media:

Includes current events, announcements, contact info and links.

<http://www.tcboe.org/bbchs>

Facebook: www.facebook.com/comerpride/

Twitter: @BBCMHS

Alma Mater

*Alma Mater here's to you
We put our trust in thee;
Thy everlasting faithfulness
Will give us victory.
So here's to you Ole Comer High
Our Alma Mater true.
We pledge in love and harmony
Our loyalty to you.*

Bell Schedules for 2018-19

<i>Standard & Club Schedule</i>		<i>Pep Rally Schedule</i>	
HR	7:53-8:00	HR	7:53-8:00
1	8:04-8:51	1	8:04-8:52
2	8:55-9:42	2	8:56-9:44
3	9:46-10:33	3	9:48-10:36
4	10:37-11:24	4	10:40-11:28
AC3	11:24-11:58	5	11:32-12:52
5	12:02-1:17	6	12:56-1:44
6	1:21-2:08	7	1:48-2:36
7	2:12-3:00	PEP	2:36-3:00
<p>This will be our primary schedule. The "AC3" period will be for advisement, Tier 3 instruction, & clubs on certain days. There will be a 4 minute class change between periods. Lunch will be 5th period.</p>		<p>We will run this schedule for pep rallies or on days when students have earned breaks. Students will stay in 7th period and be dismissed from there. 4 minutes between classes, 5th period lunch.</p>	

Announcements

Announcements such as the morning pledge, moment of silence, school pledge, school announcements and character education will be made over the intercom in the mornings.

Arrival at School

Students should not arrive at school before 7:25 a.m. because supervision is not available until that time. Students are NOT allowed to visit lockers until the 7:45 AM bell. Students who ride the bus are asked to report to the gym or eat in the lunchroom in the

mornings. Once students arrive on campus they are not to leave without checking out properly through the office. Students who choose to drive to school should park their vehicle and leave the parking lot immediately. There will be no sitting in parked vehicles. Students who either drive or are dropped off will remain out front until the 7:45 bell. In the event of bad weather, these students will be allowed to wait in the auditorium before school starts. Students will not be allowed to take food out of the lunchroom for breakfast. Students must eat breakfast in the lunchroom. **Students will need to be in their homeroom by 7:53 am.**

Arrival-Late Check-In

Students arriving at school after the school day has begun must sign in on the sign-in sheet in the main office and obtain an admit slip or tardy slip before going to class. Students will not be admitted to class without a proper slip. The student should have a note from his/her guardian explaining the tardiness. The administration will code the slip excused or unexcused based on state attendance policies. **(Refer to TCBOE student handbook)**

Tardies: We understand that being late to school occurs, however it should be very infrequent. Parent and medical excuses on the morning of the tardy will still be excused, however the following policy for unexcused tardies will be enforced. This policy follows Talladega County School's Board Policy on Truancy. It will start over each semester.

Tardiness Program (Tardy to School):

3rd Unexcused Tardy = 1 day in OSCAR

6th Unexcused Tardy = 2 Days OSCAR and loss of driving privileges for 1 week

9th Unexcused Tardy = 3 Days OSCAR and loss of driving privilege for 2 weeks

10th unexcused Tardy = 1 Day OSS (Out-Of-School Suspension), 2 days OSCAR, loss of driving privilege for grading period (full 9 weeks to be served).

Check-Out Procedure

Students who find it necessary to leave school during the school day for any reason must follow the guidelines below:

1. Parent or an adult on the contact form must physically check out student.
2. Receive permission from the administration/office staff to leave school and sign out on the sign-out sheet in the office.
3. Upon returning to school, sign in at the office and obtain an admittance slip. (Refer to the Talladega County Code of Conduct)
4. Students may not use the school phone unless it is an emergency such as illness or other type of school emergency.

***Students should not text or phone call/message their parent/guardian to check them out. This should only be done through the office so that school**

personnel can be aware of any medical issues or needs. Students violating this policy may be subject to disciplinary action.

Assemblies

Courtesy and good conduct are traditions at B.B. Comer Memorial High School. Each of us is expected to behave in a responsible manner with utmost respect. All assemblies are held for your benefit. Therefore, we expect everyone to give our guests the respect and consideration they deserve. You may show your appreciation by clapping your hands. Please refrain from any negative actions. Anyone that violates the conduct rules will be disciplined. Students are asked not to lean back on bleachers during assemblies in the gym. Students will sit by grades in the gym and auditorium.

Attendance

(Refer to the County Handbook)

Return from Absence Procedure

If a student has been absent from school for any reason except a school sponsored activity, the student must secure an absence slip from the office before attending any classes. Students have only *three school days* to turn in excused notes. Students are responsible for all missed work assigned by teachers.

Buses

Students who ride the buses to and from school and on school sponsored trips will be expected to conduct themselves in a courteous manner. Any student who cannot abide by the regulations of the transportation department will be subject to disciplinary action which could result in loss of bus privileges. Bus drivers have the same authority and the same responsibility for requiring good behavior as teachers. All school rules and regulations pertain to the bus, the bus stops, and the bus passengers. **Chromebooks and cell phones are not allowed to be used on the bus.**

Cafeteria (Lunchroom)

B.B. Comer Memorial High School is a closed campus. Students must report to the lunchroom. Students will have designated areas in which to sit. Students will eat the lunch prepared by the lunchroom staff or a lunch brought from home. Students may **NOT** bring food/drink from the lunchroom. The lunchroom is a federal government funded program and federal guidelines prohibit restaurant food or coke cans/bottles to be brought in by staff or students. Therefore, students may **NOT** send out for food purchased from restaurants or have anyone bring it to them. Students are not to visit tables during lunch. Each student is also responsible for trash and tray disposal when the entire class is dismissed. If you enter the lunchroom for breakfast you must eat.

Change of Address or Phone

Due to school records and report cards being mailed to the student's home, students who change their residence, address, or phone numbers after enrollment should report

this promptly to the office. All school emergency messages will use the phone number provided by the parent or student. **Parents: Please let us know if your cell phone number changes during the school year so we can update our system accordingly.**

Class Dismissal

The bell that sounds to end the class period is a dismissal bell or signal to move immediately to the next class. The teacher will dismiss students from class when the bell rings. Students then have adequate time to move to their next class without being tardy. Students are not allowed to linger in the halls during class changes. Students who are tardy can be assigned OSCAR.

Closing of School

If for reasons, such as weather related problems, it becomes necessary to close school, the local radio stations and news media will be notified. A phone call from the county school messenger will also be used. If no report is heard on the air, then it can be assumed that school will be in session.

Complaints/Conference

Any parent, guardian, or student who has a complaint against the school should bring this complaint to the attention of the principal. If the parent wishes to have a conference with a teacher, please call the front desk to schedule a time. The principal will arrange a conference with the complainant and the teacher or appropriate staff member. This conference will afford a full hearing and review of all the facts in the case, and each party will be given full opportunity to present information vital to the resolution of the problem. Should the complainant not be satisfied, he/she will be referred to the superintendent of schools.

Correspondence Courses

All students shall be eligible to take correspondence courses and earn credit toward graduation. The state allows one correspondence course per calendar school year for a total of four courses that may be taken overall. Students shall not be awarded credit toward graduation if approval was not granted prior to enrollment. The correspondence program shall be supervised by the academic counselor. No such course will be taken in place of the same course offered at school without permission of the principal.

Comer Discipline Plan (In Conjunction to TCBOE Handbook)

- All students will receive due process.
- Conflict Resolution may also be used as a preventive discipline method.
- All major dress code violations are Class II Offenses. Students will be checked during homeroom and throughout every day for any violations. Students will be sent to the office for disciplinary purposes.

- All students who have been suspended out of school for behavioral offenses must receive counseling with the counselor/administrator before entering regular class.
- OSCAR is used as a form of punishment to correct major or minor offenses. If a student cannot obey the rules in OSCAR, additional time will be added. Further problems may result in external suspension and continuation of OSCAR upon return. OSCAR time will be added in addition to the initial time.
- Students assigned to OSCAR will have to write the rules of OSCAR in appropriate fashion. Students will also have to complete assigned class work from regular teachers. If students are disrespectful to OSCAR teacher, they will be assigned an appropriate discipline packet to copy in addition to the rules and classwork assigned. Failure to complete these OSCAR requirements will result in suspension and additional OSCAR time.
- **All students that have been suspended will complete one or more days in OSCAR upon returning to school as a transition time before returning to normal classroom environment.**
- Resource students will be disciplined according to their individual education plan.

Computer/ Technology Policy

Students this year will be able to use a ChromeBook for all of their classes. Students will only be issued a laptop once they and their guardians both attend a computer orientation meeting, pay the \$25.00 computer usage fee, \$15.00 protection plan (optional) and read and sign the Digital Computing Device Agreement. An important component of using an electronic computing device in the classroom will be to understand and use digital citizenship, appropriate online behaviors, and proper maintenance and care of the device. The policies, procedures, and information concerning this are located in the Talladega County Schools Student Digital Computing Device Agreement document. This document will be available online and supplied during orientation. This signed agreement is a required component before any student is allowed to remove any computing device from Talladega County Schools property.

Computer Issues:

- Any misuse of the computer or flagged activity will result in one or all of the following:
 - Loss of computer for extended amount of time.
 - OSCAR
 - Suspension
- Offenses include but not limited to: Chatting on computer, listening to music/videos without permission, hangouts, distracting activities during school hours. Viewing inappropriate sites, having inappropriate picture, etc.
- If you have P.E. you will have to purchase a locker to put your computer in. No computers will be allowed in the Gym.

Deliveries

Flowers, gifts, balloons, etc...are not allowed at school. Students are asked to remind parents that our office will not accept these items.

Distribution of Material

All aspects of the school-sponsored newspaper, yearbook, etc. are completely under the supervision of the teachers and the administration.

Written materials, handbills, photographs, pictures, films, tapes, or other visual or auditory materials may not be sold, circulated, or distributed on the school's campus without the approval of the principal.

Dress Code

(In Conjunction to County Handbook)

In order for B. B. Comer to move to the next level and promote College and Career readiness, we are promoting that our students dress the part of professionalism. This year we will enforce the dress code policies and guidelines as indicated in the Talladega County Schools Student Responsibilities and Privileges Code of Conduct.

Items to be particularly enforced:

1. Solid color pullover shirt or button-up shirt with a collar. If student wears a hoodie, a collared shirt must be worn underneath.
2. Shirts must be tucked in.
3. Pants must fit properly. **No skinny jeans, stretchy material, jeggings, and denim material** is permitted regardless of color. No short skirts.
4. **Pants must be khaki (no green or gray shades of khaki), dark navy, or black pants/skirts only.**
5. If underwear or shorts are seen above pants because of slacking, **student will be subject to disciplinary action.**
6. Shoes must be closed-toed.
7. Any color jacket or coat can be worn to school but must be placed in locker. **Only solid color jackets or coats** can be worn during the school day. **Camouflage jackets** can not be worn during the school day.
8. No sweatpants, warm-up pants, or yoga pants are allowed.
9. Logos on any kind must be small and unobtrusive – no larger than a size of a quarter.
10. Hair color must be in the appropriate shades of natural hair color.
11. Males are not permitted to wear earrings. Females may only have earrings.
12. CLEAR STUDS ARE NOT ACCEPTABLE
13. All backpacks must be clear or mesh.

This is not an inclusive dress code list but these policies specifically will be enforced. All dress code policies and grooming policies will still be enforced according to the Talladega County Schools Students Responsibilities and Privileges. Each of the above carries a one day suspension. Repeat offenders will be viewed as defiant and have their punishment escalated. Dress code will be checked throughout the school day.

Students will not be allowed to wear hair styles that are distracting. Students should not dye their hair with colors that are not traditionally considered the norm. The following are examples, but not limited to: Highlighter colors, blue, green, pink, etc. Students should also refrain from having designs such as names, numbers, and artwork cut into one's hair.

Free Dress Days:

Free Dress Days will be given on a weekly/biweekly basis depending on student behavior, school work ethic, and attendance. **STUDENTS MUST WEAR THEIR COMER PRIDE WRISTBAND TO HAVE FREE DRESS DAY.** These days are given as a reward and are a privilege, thus these days can be taken away if a student has been referred to the office, refused to complete work, or had unexcused absences. Any student who has been assigned OSCAR or has been suspended will automatically not earn the next scheduled non-uniform day. Parents and students should demonstrate good judgment when selecting non-uniform day clothing. Clothing should be appropriate length with no skin showing through jeans. Students wearing anything deemed inappropriate by administration will be asked to call home for a change of clothing. Absolutely no sweat pants or jeans with holes on free dress days.

PRIDE Bands:

At B.B. Comer High School we want our students to show pride in everything they do both on and off campus. With the payment of the \$10.00 general fee, each student will receive a B.B. Comer PRIDE armband unique to each school year. The word PRIDE represents that we want each student to be Personally Responsible In (their) Daily Excellence. They should wear this arm band at all times to demonstrate pride in themselves and their education.

PRIDE bands will earn students access to free dress days and extracurricular activities. By not showing PRIDE in one's education, students may lose their armband due to discipline or academic reasons. When a student is sent to OSCAR, they will lose their armband for a minimum of one week. If suspended out of school, students will lose their armbands for two weeks. During the time without the armband, students may not participate in Free Dress days or extracurricular activities. If students are caught exchanging or sharing armbands, all students involved will lose their armbands. Students are expected to keep up with the bands. Each student will only be allowed one replacement armband.

Extracurricular Activities

Extracurricular activities are exactly what they say they are, extracurricular. These activities are NOT part of the required curriculum of the state and do not have to be offered. Students may take part in these activities as long as they adhere to all school and state rules and regulations. The principal of the school may remove a student from participation if the student violates school rules and regulations.

Students who are absent for more than one-half of the school day due to illness or for an unexcused reason will not be allowed to participate in that activity or practice that

day. This includes: prom, athletic practice or competitions, athletic banquets, band banquets, etc...

Student-athletes will be required to attend all workouts in order to participate in team sports. Students who decide not to attend workouts will not be able participate in any of the team sports for one school year. Students must also meet all AHSAA requirements in regards to grades and district zones.

Extracurricular Activities

There are 30 clubs and organizations at B. B. Comer High School – so come be a part of something great!

(* denotes an honor society)

- | | |
|----------------------|---------------------------|
| - 4-H | - Archaeology Club |
| - C Club | - Chess Club |
| - Chorus | - Comer Dolls |
| - Art and Drama Club | - FBLA |
| - FCA | - FOCUS Club |
| - Jr. Beta Club* | - Jr. Class |
| - Jr. STEAM Team | - Key Club |
| - Matheletes* | - Mu Alpha Theta* |
| - PawPrints | - Public Service Club |
| - Relay for Life | - Round Table Society |
| - Science Club | - Spanish Club |
| - Sr. Beta Club* | - Sr. Class |
| - Student Council | - Student Leadership Team |
| - Tiger TV | - Trendsetters |
| - Tri M Society* | - Yearbook |

Fees

Materials that are part of the basic educational program are provided without charge to the students. Students are expected to bring their own supplies of pens, pencils, paper, erasers, notebooks, and folders.

Students may be required to pay certain other fees or deposits including:

- (1) Computer (ChromeBook) Usage Fee
- (2) Club and class dues
- (3) Personal physical education and athletic equipment and apparel
- (4) Voluntary purchases of pictures, publications, class rings, etc.
- (5) Parking, PE, and locker fees
- (6) Fees for damaged books, textbooks, and school owned equipment.
- (7) Fees charged in some electives

Money Owed: Students who have not cleared will not participate in any extra-curricular activity such as prom, field trips, athletics, graduation, pageants, etc...

Students will not be allowed to participate in open campus during exams. No books will be issued until the fee for the lost or damaged book is cleared.

Field Trips

Field trips are considered an extracurricular event; therefore, good behavior by students is a must in order to participate. Any student who has been suspended out of school for disruptive or defiant behavior will not be allowed to attend field trips. Any questions regarding eligibility and/or class-related field trips should be directed to the principal. All field trips will be kept to a minimum and must have the approval of the principal.

Fire, Intruder, and Tornado Drills

Students, teachers, and staff members shall participate in frequent drills and emergency procedures. When the alarm is sounded, students must follow the direction of teachers quickly and quietly in an orderly manner. The school will use the intercom and alarm system to activate and notify students and personnel in the event of an emergency.

Instructions for these drills will be posted in each classroom and discussed by each teacher. Students are expected to cooperate and follow instructions during drills and in the event of fire, tornado, or intruder.

Fundraising

Student clubs, classes, school organizations, and parent-school support groups will be permitted to conduct fundraising drives. Permission to engage in fundraising must be requested and granted at least two weeks in advance of the event. Fundraising shall not take place on school property without permission of the principal. Students will not be released from class to participate in fundraising.

Fighting

B.B. Comer Memorial High School has a “**No Contact**” policy. Therefore, if any student is engaged in a fight or horse playing *on school campus, at a school-sponsored activity, or on a school bus*, he or she will be subject to severe disciplinary action. If a **severe fight** breaks out among two or more students, state law requires that law officials be called. All students are hereby informed that they are subject to be taken by the police to the police station where their parents must pick them up if they are involved in a severe fight. Juvenile authorities may also be contacted. Students may be sent to the alternative school as determined by administration. **Bullying such as threatening or harassing will also not be tolerated at school.**

Grading Requirements

In adherence with Talladega County Schools grading policy, all grades will be reported into one of three categories with weights being as follows:

Gold: 60% of grade (to include major tests, projects, and standards mastery)

Silver: 30% of grade (to include quizzes, small projects, and prerequisite skills)

Bronze: 10% of grade (to include homework, daily grades, practice skills, etc.)

(Refer to County Handbook for more information)

Grading Standards

All grades will be reported numerically as indicated below:

A	90 - 100	Excellent
B	80 - 89	Good
C	70 - 79	Average
D	60 - 69	Below Average
F	0 - 59	Failing
I		Incomplete

Grade Reports will be issued at the end of each nine-week grading period.

Students who lose grade reports or fail to return them must pay \$2.00 for a replacement to get the grade report to the guardian and back to the school.

Any student who alters a grade report or forges their guardian's signature will be disciplined.

Progress Reports will be issued to students every four and a half weeks. Progress reports are required to be given to all students to help keep parents and students informed.

Actual grade averages may be discussed with any teacher. Please call the school office for an appointment to discuss grades with teachers during a scheduled time.

INOW Passwords will be issued to parents and students during the first part of the school year. There will be a \$2.00 fee for replacement of login information and passwords.

Graduation Ceremony

Seniors who are candidates for graduation must complete all requirements for their designated diploma. A fee will be assessed to each candidate for cap, gown, etc... Seniors will not be allowed to participate in the graduation ceremony if the fee or any school debt (including invitations) is not paid by designated date. All candidates must be at graduation practice in order to participate unless otherwise approved by the principal. All candidates must follow the designated dress code to participate. Inappropriate conduct or failure to follow the dress code may result in students NOT participating in the ceremony and not receiving a diploma until a later date. Inappropriate conduct can include senior pranks, under the influence of illegal substances, disruptive behavior, or behaviors which bring attention to one's self.

Hall Conduct

You may walk rapidly in the halls, if necessary, but do not run. Always observe the following:

1. Walk
2. Keep to the right when walking down the hallways.
3. Do not gather around lockers to talk. This results in blocking the hallway for others.
4. Be in your assigned hallway or restroom area.

Hall Passes

Students out of any class will be charged with the responsibility of having in his/her possession a hall pass signed by a member of the school staff. A student who does not have a pass or is not in the area designated by the pass will be disciplined. Each teacher will be given principal issued passes for students to use. Passes out of class will be given based on the teacher's discretion and frequency.

Homecoming

Comer is a family-oriented school. Therefore, all Homecoming candidates will be escorted by a family member during the ceremony. Applications for Homecoming Queen and Court may be picked up from the Student Council sponsor. Students must be in good standing with attendance, grades, and behavior. The homecoming parade is not sanctioned by principal. Therefore, the parade if done will be held after school hours and off campus.

Library

The library is located upstairs. We encourage the students and staff to make use of this facility and its resources. **All students will follow rules set forth by the media supervisor.** All students must sign internet forms before using the internet.

Lockers

Lockers remain under the jurisdiction of the school, notwithstanding the fact that they are rented and assigned to individual students. There is a fee for lockers. There will be NO sharing of instructional lockers. The school reserves the right to inspect all lockers. Students have full responsibility for the security of lockers. Locks are provided on all lockers and the student is responsible for the lock. Students may NOT place their own lock on their instructional locker. Searches of lockers may be conducted at any time if there is reasonable cause to do so, whether or not students are present, and lockers may be sniffed by trained dogs at any time.

Chromebooks will not be allowed to be taken to the GYM during normal school hours. Chromebooks must be placed in the lockers before going to P.E. Chromebooks, charger, and school issued computer bag will fit in lockers. Other items such as notebooks and binders can be taken to the GYM.

Please do not bring large amounts of money or valuables to school. Lockers are NOT a safe place to keep items of high value. If you have something of value which you must take to PE class, ask the teacher to care for it. The school is NOT responsible for stolen items.

Lost and Found

The lost and found will be located upstairs with the assistant principal. If an article has been lost, check with the office before you leave. At the end of the year, lost items will be donated to charities.

Metal Detector Policy

To provide and maintain a safe and secure environment for students, staff, and visitors, the school may employ the use of stationary and/or mobile metal detectors. School officials are authorized to search for weapons, illegal drugs, alcohol, stolen goods, and/or other materials or objects, the possession of which is a violation of school board policy, either by a detection device or other methods, when there is reasonable suspicion that the item(s) may be found by a search.

Personal Cell Phones, MP3 Players, iPods, Electronic Games, etc. . . .

Any use of these devices during school day will be deemed inappropriate. These devices should be turned off and put away at all times. If the device is being used in an inappropriate manner then the item will be confiscated and only released to the parent or guardian. OSCAR time and Suspension from school can occur from inappropriate use of these devices. **The school is not responsible for lost or stolen cell phones or electronics.**

Parking on Campus

Vehicles parked anywhere on school property (including next to railroad) are under the jurisdiction of the school. The school reserves the right to search any vehicle if reasonable cause exists to do so. Students have full responsibility for the security of their vehicle. Students should ensure their cars are locked and that the keys are not given to others. Students will be held responsible for any prohibited objects or substances found in their vehicles as outlined by the County Code of Conduct.

Parking and Driving Regulations:

1. Students parking on campus are subject to random drug testing. All vehicles must display a parking permit. Permits will be \$10.00 per year. A student must present a valid driver's license and proof of liability insurance to obtain a parking permit.
2. Park the vehicle, get out, lock it, and move to the school building. There will be no loitering in parked vehicles. Students who are AWOL by way of using their vehicle will have their parking privilege suspended.
3. Students should operate their vehicle in a safe manner. The speed limit on campus is 5 MPH. No loud music and no peeling out.
4. Any infraction of these rules will cause for suspension of the privileges of bringing a car to school. There will be no refunds for people who break the rules.
5. Any person parking a vehicle on campus without permission will be subject to disciplinary action.

Parking behind the school is prohibited during regular school hours.

Parents/Guardians are not allowed to drop off/pick up students from behind the school during bus loading and unloading.

Due to the number of parking spaces available, parking will be limited to seniors and juniors on a first come first serve basis.

Pep Rallies

Pep Rallies will be held in the gym. Students will sit by grade level. All should be attentive when a speaker is speaking. Students are expected to follow directions of cheerleaders. All students should participate in the pep rally during yells. All students will stand and be silent before the singing the Alma Mater. This is an excellent way of showing your school pride!

Physical Education Procedures

All students enrolled in physical education classes will be required to dress in the PE attire and participate in all activities assigned by the teachers. Appropriate shoes will also be required for the gym floor. Students must provide a combination lock for P.E. Lockers. Items must be locked in P.E. lockers. Do not share P.E. lockers. B.B. Comer High School is not responsible for items lost in locker room.

Posters

Signs and posters that students wish to display must first be approved by the principal. No posters or signs are to be taped to the glass on doors or windows. Any student who puts up material without approval will be disciplined. Please obtain permission. Signs will not be allowed on front doors entering buildings.

Prom Eligibility

The members of the Junior Class have the responsibility for organizing the prom. All members in the Junior Class must assist in providing the Prom for the Senior Class and their dates. The cost for attending the Prom is the responsibility of the student inviting the date. Each member of the class is assigned a certain dollar amount as his/her responsibility to provide for the class. A student may take the opportunity to participate in a fundraiser (if available) or pay the amount him/herself. The amount must be provided at the specific time designated by the Prom sponsors so that all monies may be available to be used for planning and organizing the Prom. If the money is not paid, the junior will be restricted from attending the Prom. Only students and their dates are allowed in the lead-out, **NO BABIES OR SMALL CHILDREN WILL BE ALLOWED TO PARTICIPATE IN OR DURING LEAD-OUT. STUDENTS WILL ONLY BE ESCORTED BY ONE ESCORT.**

Property Damage/Vandalism

Willful vandalism will not be tolerated. If students are found guilty of such vandalism, the students and their parents/guardians will be held financially accountable. Students will be subject to disciplinary action and possible prosecution under the law. The accountability includes damage to buses.

Public Display of Affection

Boys shall conduct themselves as gentlemen and girls as ladies. They should be courteous and considerate and show respect for one another. Hand holding, arm around

one another, frontal hugs, kissing, and other displays of affection are unacceptable. Any violation will result in punishment.

Student Schedules

Changes will be held to a minimum. Changes in schedules will not be made after the first week of school without permission of the principal.

Student Teachers

Student teachers should be considered assistant teachers and members of the faculty. Pupils are responsible for tasks and assignments in the same way they are responsible to regular teachers. Student teachers plan and teach under the careful and constant direction of the supervising teachers and administration.

Surveillance Equipment

To provide and maintain a safe and secure environment for students, staff, and visitors, Comer High School may use surveillance equipment on properties owned and/or maintained by the Talladega County Board of Education. All school personnel, students, and parents are hereby informed that they are subject to being videotaped while in school buildings, on school grounds, and at school events. Parents are not allowed to watch any video in question without permission by the principal.

Teacher's Lounge

The teacher's lounge is a private facility for teachers only. It is closed to all students. If you need someone in the lounge, you must seek permission from principal.

Telephones

School telephones are for school personnel only. Students are not to be released from class to use the phone unless they have a permission slip. If a student needs to call someone before school, during break, or after school, they must come to the office to call home. It must be for an illness or emergency. Items forgotten by the student is NOT an emergency. The call will then be placed by the secretary, an administrator, or office designee. Students are **NOT** allowed to use cell phones to call parents or for any other use during or at school.

Students will not be called out of class for phone calls. If an emergency, the principal will contact the student.

Textbooks

All textbooks are the property of the State of Alabama. State approved textbooks are provided for each subject or class. It is the responsibility of the student to take excellent care of textbooks. Students who are issued a damaged book should report that fact to the teacher. A student who loses a textbook must pay for the book before the end of the term.

Visitors

Parents/Guardians are always welcome on our campus. All parents/guardians must report to the principal's office. Visits to individual classrooms during instructional time shall be permitted only with the principal's approval, and such visits shall not be permitted if the duration and frequency interferes with the delivery of instruction or disrupts the normal school environment.

Comer High School is a closed campus. Visitors and out of town guests will not be allowed to attend classes with students or meet with students on campus.

The principal may request identification from any person on school property and may ask any person not having legitimate business to leave.

Cafeteria: Only Parents/Guardians and immediate family will be allowed to eat with their child. All lunchroom guests must check-in through the main office and will be escorted to the lunchroom.

Withdrawals

Minor students may withdraw from school only if accompanied by their parents/guardians. Students age 18 or older may request withdrawal without their parents/guardians being with them, however, the student's parents/guardians will be notified of the student's actions. Records will not be released as long as the student owes money or property to the school. The withdrawal form must be completed before the student is officially withdrawn from school.

B.B. Comer Memorial High School Tentative Calendar and Activities

August	7	First Day of School for Students
September	3	Labor Day Holiday
October	12	Early Dismissal Day
October	15	Weather Day
October	16	Staff Development Day
October/December		ACT WorkKeys
November	12	Veteran's Day Holiday
November	21-23	Thanksgiving Holidays
December	18	Early Dismissal for Term Transition
December	19-Jan 3	Mid-Winter Holidays
January	4	Staff Development Day
January	7	Students Return for Spring Term
January	21	M.L. King, Jr. Holiday
Feb	18	Staff Development Day
March	25-29	Spring Break
March/May		ACT Plus Writing
April/May		State Testing
April	26	Early Dismissal Day
April	29	Weather Day
May	23	Graduation
May	23	Last Student Day and Early Dismissal
May	24	Local School Staff Development/ Workday
May	27	Memorial Day Holiday

Grading Periods

<u>Grading Period</u>	<u>Dates</u>	<u>Report Goes Out</u>
First Nine Weeks	Aug. 7 – Oct. 5	Oct. 11, 2018
Second Nine Weeks	Oct 8 – Dec. 18	Jan. 10, 2019
Third Nine Weeks	Jan 7 – Mar 8	Mar. 14, 2019
Fourth Nine Weeks	Mar 11 – May 23	May 24, 2019

Progress Reports will be given out on Sept. 11, Nov. 6, Feb. 5, & Apr. 16.

B.B. Comer Varsity Football Schedule 2018

<u>Date</u>	<u>Opponent</u>	<u>Home/Away</u>
Aug. 31	Winterboro <i>Coach Ty Cobb Recognition</i>	Home
Sept. 7	Saks*	Away
Sept. 14	Glencoe* <i>Parent Appreciation</i>	Home
Sept. 21	Randolph Co.*	Away
Sept. 28	Talladega County Central <i>Teacher Appreciation</i>	Home
Oct. 5	Walter Wellborn*	Away
Oct. 12	Pleasant Valley* <i>Homecoming Youth Football/Cheer Night</i>	Home
Oct. 19	Piedmont*	Away
Oct. 26	Weaver* <i>Senior Night</i>	Home
Nov. 2	Fayetteville	Away

Denotes Region Game *
Start

All Games: 7:00 CST

2018 B.B. Comer JV Football

DATE	OPPONENT	HOME/AWAY
Sept. 11	Fayetteville	Home
Sept. 18	Childersburg	Home
Sept. 25	TCCHS	Away
Oct. 2	Winterboro	Away
Oct. 9	Horseshoe Bend	Home
Oct. 16	Coosa Central	Home

** All games will start at 6:00*

Acknowledgement of Receipt of Student Handbook

I understand and consent to the responsibilities outlined in this student handbook including *athletic consent, drug policy, and parking on campus* procedures. I also understand and agree that my child will be held accountable for the behavior and consequences outlined in the handbook at school, school-sponsored and/or school-related activities, including school-sponsored travel regardless of time or location. I understand that any student who violates the rules of this handbook and/or the *Comer High School Student Code of Conduct* is subject to disciplinary action up to and including referral for criminal prosecution for violation of the law.

Student's Name _____ **Grade** _____

Homeroom Teacher _____

Parent/Guardian Signature _____

Student Signature _____

Date _____

Parental Permission for Corporal Punishment

In an event a child or parent chooses corporal punishment for selective disruptive or defiant offenses, the administration and faculty members will obey parental requests. In accordance to board policy, students will be given due process; students shall not receive more than three licks, shall not be witnessed by other students, must be administered by certified personnel and must be administered by or in the presence of principal or assistant principal. All corporal punishments will be done in a prudent and reasonable manner and well documented with the principal/assistant principal.

___ I agree to use of corporal punishment with my child according to policy.

___ I do not wish the use of corporal punishment with my child. I request other sanctions such as out school suspension being used.