

# ***Renaissance Academy***

*Handbook for Students and Parent/Guardians  
2020-2021*



*Randolph H. Dillingham, Director  
805 East Whitner Street  
Anderson, SC 29624  
Telephone: 864-260-4888  
Fax: 864-260-4004  
Website: [www.acalt.org](http://www.acalt.org)*

*Anderson County Alternative School operates without discrimination on the basis of race, sex, religion, national origin, or disability in compliance with Title VI, Title VII, Title IX, Section 504, and all other applicable civil rights laws.*

Revised February 26, 2021

# Love and Logic

## Six Principles

- I will treat you with respect, so you will know how to treat me
- Feel free to do anything that doesn't cause a problem for anyone else.
- If you cause a problem, I will ask you to solve it.
- If you can't solve the problem, or choose not to, I will do something.
- What I do will depend on the special person and the special situation.
- If you feel something is unfair, whisper to me, "I'm not sure that's fair," and we will talk.

## Four Promises

- I promise to treat others with respect and dignity.
- I promise to appreciate diversity.
- I promise to diligently pursue my education and to respect other people's right to pursue their education.
- I promise to obey the rules of this school and to conduct myself with honor.



## TABLE OF CONTENTS

<b>Introduction.....</b>	<b>5-8</b>
Faculty and Staff.....	6-7
School Calendar.....	8
<b>School Overview.....</b>	<b>9-11</b>
Brief History of Renaissance Academy .....	9
Mission Statement.....	9
Purpose.....	9
Beliefs.....	10
Love and Logic.....	10-11
<b>General Procedural Information .....</b>	<b>11-22</b>
Attendance Procedures .....	11-13
Absenteeism Policy .....	11
Tardy Policy (unexcused and late arrivals) .....	12
Early Dismissal.....	12
Excuses and other Paperwork.....	13
Transportation Procedures .....	13-16
Parent/Custodian Provided Transportation .....	13
Student Drivers .....	14
Bus Riders.....	14-16
Meal Program.....	17
Safety Standards.....	17-20
Visitors .....	17
Morning Check-In.....	17
Daily Safety Procedures.....	18
Fire Drill/Tornado Drill.....	18
Standard Response Protocol Procedures.....	19
Inclement Weather Procedure.....	19
Health Room Procedures .....	20-22

Allergy, Illness, and Injury Information.....	20
Health Insurance.....	20
Emergency Contact of Parents or Guardians.....	20
Physical Activity .....	20
Health Screenings.....	21
Medication Administration at School .....	21
Prescription Medication .....	21
Over-the-Counter Medication .....	21
<b>Student Code of Conduct.....</b>	<b>22-34</b>
Dress Code.....	22-25
Items Prohibited on Campus .....	25
Prohibited and/or Illegal Activity .....	25-26
Bullying/Harassment/Intimidation.....	26-28
Manners and Etiquette.....	28
Zero Tolerance of Weapons.....	28-29
Drugs, Alcohol, and Tobacco.....	29
Indecent Acts.....	29-30
Disruptions and Interference with School.....	30-31
Intensive Support Services (ISS).....	31-32
<b>School Day/Coursework/Scheduling.....</b>	<b>32-37</b>
School Day .....	32
Bell Schedule .....	32
Scheduling Facts .....	33
Earning High School Credits .....	35
Graduation Requirements .....	35
Grade Placement for High School Students .....	36
Grading .....	36-37
Withdrawal Procedures .....	37

## **NEW BEGINNINGS:**

### **2020-2021 School Year**

This handbook is designed to serve as a guide to the opportunities, expectations, and regulations at Renaissance Academy. It is important that each student and parent/guardian carefully read and understand this information. It should not, however, be considered an all-inclusive listing of rules, regulations, and opportunities.

Should you need to talk with a staff member, or if you have any questions concerning any part of this handbook, please contact us at (864) 260-4888. We look forward to working with you throughout the school year.

*It is a REQUIREMENT that all students bring their handbook to school every day and use it as directed by the staff at R.A. If this handbook is lost, the student will be required to pay a \$5.50 fee for a replacement copy. Parents and students will be accountable for all information/guidelines in this handbook.*

## FACULTY AND STAFF

Director's Office	
<b>Randolph H. Dillingham, Director</b> B.S., Lee University M.Ed., Clemson University Ed.S, The Citadel	E-Mail: <a href="mailto:randolphdillingham@acalt.org">randolphdillingham@acalt.org</a> Phone: 864-260-4888, ext. 102
<b>Shirley Morrison, Executive Secretary</b> B.S., Strayer University M.H.S., Liberty University	E-Mail: <a href="mailto:shirleymorrison@acalt.org">shirleymorrison@acalt.org</a> Phone: 864-260-4888, ext. 103
Student Services Team	
<b>Jeri L. Ruble, Guidance Counselor; Student Services Team Leader</b> B.S., Central Michigan University M.A., Western Michigan University	E-Mail: <a href="mailto:jeriruble@acalt.org">jeriruble@acalt.org</a> Phone: 864-260-4888, ext. 105 Cell: 864-559-8209
<b>Rodney McCullough; Intensive Support Services Instructor</b> U.S. Army, 13 Bravo/71 Limo	E-Mail: <a href="mailto:rodneymccullough@acalt.org">rodneymccullough@acalt.org</a> Phone: 864-260-4888, ext. 138
<b>Dennis Cooke, Resource, Middle School Team Leader</b> B.S.P.T., University of Findlay M.Ed., Bowling Green University	E-Mail: <a href="mailto:denniscooke@acalt.org">denniscooke@acalt.org</a> Phone: 864-260-4888, ext. 130
<b>Carol Tamaklo, Nurse</b> R.N., Cleveland State University B.S., Lander University M.Ed., Concordia University	E-Mail: <a href="mailto:caroltamaklo@acalt.org">caroltamaklo@acalt.org</a> Phone: 864-260-4888, ext. 113 Cell: 864-310-7493
<b>Tinisha Pender, Mental Health Counselor</b> B.S., Anderson University M.A., Webster University	E-Mail: <a href="mailto:tinisha.pender@scdmh.org">tinisha.pender@scdmh.org</a> Phone: 864-260-4888, ext. 107
<b>Angela Kelly, Receptionist; Guidance Clerk</b>	E-Mail: <a href="mailto:angelakelly@acalt.org">angelakelly@acalt.org</a> Phone: 864-260-4888, ext. 100
High School Team	
<b>John Moore, Math; High School Team Leader</b> B.S.Ed., University of Georgia M.S., American Intercontinental University Ed. S., Educational Leadership, Liberty University	E-Mail: <a href="mailto:johnmoore@acalt.org">johnmoore@acalt.org</a> Phone: 864-260-4888, ext. 125
<b>Chuck Fraser, Social Studies</b> B.A., Wofford College M.A., United States Sports Academy Ed.D., United States Sports Academy	E-Mail: <a href="mailto:chuckfraser@acalt.org">chuckfraser@acalt.org</a> Phone: 864-260-4888, ext. 128

<b>Tara Grover, English</b> B.A., Erskine College	<b>E-Mail : <a href="mailto:taragrover@acalt.org">taragrover@acalt.org</a></b> <b>Phone: 864-260-4888, ext. 124</b>
<b>Mark Crook, Sr., Science</b> B.S., University of South Carolina M.S.M., United States Sports Academy	<b>Email: <a href="mailto:markcrook@acalt.org">markcrook@acalt.org</a></b> <b>Phone: 864-260-4888, ext. 127</b>
<b>Middle School Team</b>	
<b>Wayne Croft, Lead Worthy Instructor</b> B.S., Clemson University	<b>Email : <a href="mailto:waynecroft@acalt.org">waynecroft@acalt.org</a></b> <b>Phone : 864-260-4888, ext. 131</b>
<b>Roger Skillman, Science</b> B.S., East Tennessee State University M.Ed., Clemson University	<b>Email: <a href="mailto:rogerskillman@acalt.org">rogerskillman@acalt.org</a></b> <b>Phone: 864-260-4888, ext. 136</b>
<b>Martha Mayfield, Social Studies</b> B.S., East Carolina University M.Ed., Southern Wesleyan University	<b>Email: <a href="mailto:marthamayfield@acalt.org">marthamayfield@acalt.org</a></b> <b>Phone: 864-260-4888, ext. 134</b>
<b>Debra Hanks, Math</b> B.A., Clemson University M.Ed., Clemson University	<b>Email: <a href="mailto:debrahanks@acalt.org">debrahanks@acalt.org</a></b> <b>Phone: 864-260-4888, ext. 135</b>
<b>Erica Schmidt, ELA</b> B.A., North Greenville University M.S., Walden University	<b>Email: <a href="mailto:ericaschmidt@acalt.org">ericaschmidt@acalt.org</a></b> <b>Phone: 864-260-4888, ext. 132</b>
<b>Support Staff</b>	
<b>Bruce Wyatt, Bus Driver; Staff Assistant; Maintenance</b> B.A., Covington Theological Seminary	<b>E-Mail : <a href="mailto:brucewyatt@acalt.org">brucewyatt@acalt.org</a></b> <b>Phone : 864-260-4888, ext. 143</b>
<b>Janie Dobbins, Bus Driver; Staff Assistant</b>	<b>E-Mail: <a href="mailto:janiedobbins@acalt.org">janiedobbins@acalt.org</a></b>
<b>Will Ward, Bus Driver; Staff Assistant</b> B.S., Emmanuel College	<b>E-Mail: <a href="mailto:willward@acalt.org">willward@acalt.org</a></b>
<b>Jasper Mursier, Bus Driver; Staff Assistant;</b>	<b>E-Mail: <a href="mailto:jaspermursier@acalt.org">jaspermursier@acalt.org</a></b>
<b>Camellia Angus-Pressley, Bus Driver; Staff Assistant</b>	<b>E-Mail: <a href="mailto:camelliapressley@acalt.org">camelliapressley@acalt.org</a></b>
<b>Reese Beaty, Staff Assistant</b> B.B.A., American Intercontinental University	<b>E-Mail: <a href="mailto:reesebeaty@acalt.org">reesebeaty@acalt.org</a></b>

# SCHOOL CALENDAR

## RENAISSANCE ACADEMY 2020-2021 CALENDAR

August 2020						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	X	X	29
30	X					

27, 28, 31 Professional Development Days

September 2020						
Su	M	Tu	W	Th	F	S
		X	X	X	X	5
6	7	*	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

1, 2, 3, 4 Professional Development Days  
 7 Labor Day Holiday  
 8 Orientation for Students and Parents  
 Last Name A-L 8:30 AM-10:30 AM  
 Last Name M-Z 1:00 PM-3:00 PM  
 9 Buses will operate for a full school day.

October 2020						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

8 Progress Reports Issued

November 2020						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

2-3 Fall Break  
 11 End of First Nine Weeks  
 18 Report Cards Issued  
 25-27 Thanksgiving Break

December 2020						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

17 Progress Reports Issued  
 Dec. 21 –Jan. 1 Winter Break

January 2021						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

4 Students and Staff Return  
 18 Martin Luther King Day

February 2021						
Su	M	Tu	W	Th	F	S
	X	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

1 Professional Development Day  
 3 End of Second Nine Weeks  
 10 Report Cards Issued

March 2021						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	X	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

9 Progress Reports Issued  
 15 Professional Development Day

April 2021						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

5-9 Spring Break  
 15 End of Third Nine Weeks  
 22 Report Cards Issued

May 2021						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

19 Progress Reports Issued  
 31 Memorial Day Holiday

June 2021						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	*	19
20	X	22	23	24	25	26
27	28	29	30			

18 Last Day of School  
 21 Professional Development Day

\* School Begins and Ends  
  
 X Professional Development Day  
  
 School Holiday

NOTE:

*Inclement weather days will be eLearning days and will not be made up.*



## HISTORY OF RENAISSANCE ACADEMY

Welcome to Renaissance Academy (R.A.). This school, in operation since 1996, has established itself in the community as a place where students can succeed. Educators, law enforcement officers, and private citizens throughout Anderson County worked diligently to provide a program that offers an alternative to the traditional middle and high school setting. Renaissance Academy is a public-school program operated by a Board of Trustees that is comprised of representatives from Anderson School Districts 1-4, a member of the County Board, and a representative member from the Solicitor's Office. Our school is open for students in grades 6-12 who have been referred to us from Anderson County School Districts 1-4 or through the court system. Specific enrollment criteria must be met prior to enrollment.

- Our school has been in operation since 1996.
- Our school serves 13 schools across the county.
- We have a very caring, capable staff to help students succeed.
- We provide a very safe, structured environment for learning.
- Our school offers most of the same courses as a student's home school.
- We have a faculty/staff of 23 members. Our staff/student ratio is 1:5 at its maximum.
- Our school has 11 highly qualified, certified classroom teachers.
- Our school offers a broad range of guidance and counseling services.
- Uniforms and security screenings provide a safe and secure environment for everyone at our school.
- Many of our students return to their home schools and continue to be successful in academics, the arts, and athletics.
- Our former students go on to graduate high school, attend college, serve in our military, or join the workforce.
- We want our students to succeed, and we are proud of their accomplishments.

### **Mission Statement:**

Our mission is to serve the diverse needs of students leading to lifelong learning and productive citizenship.

### **Purpose:**

Our purpose is to provide a safe environment rooted in academic rigor, positive supports, appropriate interventions, career exploration, and workplace readiness.

## Beliefs

There are many things that each of us can do to help create an environment that supports learning and social/emotional growth at Renaissance Academy. We believe it all starts with attitude!

### Attitude by Charles Sindoll

“The longer I live, the more important I realize the impact of attitude on life.

Attitude, to me, is more important than facts. It is more important than the past, than successes, than education, than money, than circumstances, than failures, than successes, than what other people think or say or do. It is more important than appearance, giftedness or skill. It will make or break a company... a church... a home.

The remarkable thing is we have a choice everyday regarding the attitude we will embrace for that day. We cannot change our past... we cannot change the fact that people will act in a certain way. We cannot change the inevitable. The only thing we can do is play on the one string we have, and that is our attitude...

I am convinced that life is 10% what happens to me and 90% how I react to it.

And so it is with you... we are in charge of our Attitudes.”

## Love and Logic

Love and Logic is the backbone of our discipline code at Renaissance Academy. We believe every person is special and has a special situation. Therefore, we do not have a one-size-fits all list of consequences for infractions. Instead, we take the whole child into consideration when we help them solve their problem, and that may look different for each individual child.

All staff and students will be expected to memorize, understand, write, recite, and follow THE FOUR PROMISES and HOW I RUN MY LOVE AND LOGIC CLASSROOM as they are written below:

### **The Four Promises:**

1. I promise to treat others with respect and dignity.
2. I promise to appreciate diversity.
3. I promise to diligently pursue my education and to respect other people's right to pursue their education.
4. I promise to obey the rules of this school and to conduct myself with honor.

## How I Run My Love and Logic Classroom:

1. I will treat you with respect, so you will know how to treat me
2. Feel free to do anything that doesn't cause a problem for anyone else.
3. If you cause a problem, I will ask you to solve it.
4. If you can't solve the problem, or choose not to, I will do something.
5. What I do will depend on the special person and the special situation.
6. If you feel something is unfair, whisper to me, "I'm not sure that's fair," and we will talk.

## GENERAL PROCEDURAL INFORMATION

### Attendance Procedures

All students are expected, as required by law, to attend school daily unless they have a lawful reason for being absent. The following are excusable IF the absence(s) can be verified:

- Personal illness
- Medical requirements--must have an excuse from the medical agency
- Death of a family member
- Observance of a religious holiday(s)
- Governmental agencies--must bring excuse from agency when returning to school

### Absenteeism Policy

An excuse for any of the above reasons must be turned in to the check-in staff or homeroom teacher no later than 3 days after the student's return to school if the absence is to be excused. It is the student's responsibility to make up all assignments, projects, and tests missed during any excused absence. All work must be made up within 3 school days after returning to school. Parent notes will only be accepted to excuse a maximum of 3 absences.

Attendance is recorded daily and is reported to the home school. It is reported to Family Court, DJJ Probation/Parole Officers, DSS Case Managers, etc. upon request. When a student does not attend school regularly and has no lawful reason for being absent, the school's attendance clerk may meet with the parent/guardian and the student to develop an Attendance Intervention Plan. If there is no improvement in attendance, school officials will impose local sanctions and/or they may, in conjunction with the Anderson County Attendance Officers, prepare a case for court action, observing due process rights of parents/custodians of the students. Students and their family may be reported to the Juvenile Deferred Prosecution Program for further

legal/court action. Both parent and student are accountable/responsible for attendance as mandated by law.

## **Tardy Policy**

Renaissance Academy has a “**no tardy**” policy. This policy is discussed with students and parents/guardians during the initial interview and during the student’s first-week orientation. The policy is designed to help students understand and accept their personal responsibility in their own education, and to prepare them for the “**no tardy**” policy they will find in the world of work after high school. We also understand that unexpected things may happen which would cause a student to be tardy.

**Unexcused Tardy:** Our school day begins at 8:00 AM, according to the official clock on the School Check-in computer in the front office. That means that students must be inside the building no later than 8:00 AM to be considered “on time.” If your child walks to school or is a car rider, please make certain that you allow enough time for him/her to arrive at school by 8:00 AM. The school resource officer or a staff member will be stationed at the back gate on Osborne Avenue to direct students into the building if they arrive by 8:00 AM or to send them to the front office if they arrive after 8:00 AM, according to the official time in the front office. All unexcused tardies will be documented in PowerSchool; multiple unexcused tardies may result in the student serving ISS for the day or at a later date.

**Late Arrivals/Excused Tardies:** students arriving at school after an early morning medical/dental appointment, or a meeting with DJJ/court officials will enter the building at the front door with a parent/guardian and present your written excuse in the main office. Students will not be penalized for excused tardies. If you are unable to arrive at school on time due to an appointment, please call the school office by 9:00 AM to place your lunch order for that day and your breakfast for the following day.

## **Early Dismissals**

Early dismissals from school are discouraged. School attendance is critically important to success; therefore, requests for early dismissal must be for valid reasons such as sickness or medical appointments.

Medical appointments during school hours are discouraged. Students will be dismissed early from school for medical reasons that are verified by the school office. This may involve the school calling the parent/custodian and/or the medical office where the student has the appointment. Emergency situations and funerals must be verified by the parent/custodian. Court dates and appointments will be verified by the school office and the court system. Written documentation is required for ALL early dismissals.

Students will not be released to anyone other than their parents/guardian or those individuals whom the parents/guardians have authorized on the student's emergency contact information. If any other individual attempts to pick up a student, he/she must have a note signed by the parent/guardian, which must include a contact number for confirmation. A picture ID is also required and will be scanned through our Lobby Guard system before the student is allowed to leave Renaissance Academy.

*It is the responsibility of the parents/guardians to make school officials aware of the individuals who can and/or cannot pick up their student. If there has been a judge's order concerning custody, the school must have documentation of the court order requirements.*

### **Excuses and Other Paperwork**

All paperwork such as medical reports, absence excuses, requests for dismissal, etc. should be given to the check-in staff or homeroom teacher who will forward them to the main office.

### **Transportation Procedures**

Parents/custodians must complete a form prior to the interview with the director to inform the school as to how their student will be transported to and from Renaissance Academy. Students will not be allowed to carpool without written permission from BOTH parents/custodians.

*All students must enter the building immediately after arriving on campus.*

### **Parent/Custodian Provided Transportation**

If you are transporting your student to and from school, please observe the following drop off and pick up procedures.

#### **Morning Drop Off:**

Car riders, walkers, and buses will be allowed to enter the back gate on Osborne Avenue. Students will not be permitted to enter the school before 7:30 a.m. Arrive before 8:00 a.m. in order to be admitted for school without a tardy.

#### **Afternoon Pickup:**

School is dismissed at 2:45 p.m. Pick up in the lower parking lot in front of the school (off Cherry Ave.) no later than 3:15 p.m.

### **Student Drivers:**

Before a student can drive to school, he/she is required to complete the "Alive at 25" training and present the following to Renaissance Academy:

1. certificate of successful completion of “Alive at 25” [www.scaliveat25.com](http://www.scaliveat25.com)
2. R.A. parking permit acknowledging the parents’ permission for him/her to drive
3. a valid South Carolina Driver’s License.
4. \$5.00 parking fee is required of all student drivers.

Students driving to school must park in the parking lot assigned as student parking. Keys will be turned in during security checks. *Students will not be allowed to return to the parking area for any reason during the school day unless accompanied by a staff member. No one can ride with another student unless permission is given by phone call OR note from both students’ parents.*

### **Riding the Bus:**

Bus transportation will be provided to and from Renaissance Academy from Anderson School Districts 1-4. Transportation will be provided from designated “pick-up” and “drop-off” areas only; no door-to-door services are available. “Pick-Up”/ “Drop-Off” areas will not be changed to accommodate individual needs. This service is a privilege and is extended to all students attending Renaissance Academy. If a student chooses to violate the bus rules, this privilege may be suspended or revoked. ALL SCHOOL RULES APPLY TO STUDENTS WHEN THEY ARE RIDING TO AND FROM SCHOOL AND/OR ON SCHOOL ACTIVITIES.

### State Laws You Should Know:

1. Bus drivers are required to stay on routes and to only make stops approved by the State Department of Education.
2. S.C. Law mandates all motorists to stop for stopped school buses on roadways while students are loading and unloading. Students are to use extreme caution before crossing roads because all motorists do not stop for school buses.
3. Parents/custodians and other adults, other than the school personnel, are not allowed to board and/or ride the school bus.

### Meeting the Bus:

1. Be on time—help keep the bus on schedule.
2. Do not stand or play in the roadway while waiting for the bus.
3. Don’t run alongside of the bus when it is moving, and as the bus approaches, stay back ten feet from the point where the bus stops.
4. Dress code regulations and standards of conduct are the same as on school grounds.
5. Late Bus—if your bus is late arriving at the designated place, do not leave the bus stop. A bus will be there to transport you to the school.

### Riding the Bus:

1. Seats will be assigned at the discretion of the driver.

2. Drivers will report any misconduct to the Renaissance Academy Director.
3. A student may be suspended for fighting, threatening, cursing, horse playing, throwing objects on or from the bus, and/or any other activity that is detrimental to the safety of those riding the bus or persons on the highway or pedestrians. This suspension could be for the remainder of the current school year, depending on the seriousness of the offense.
4. Weapons are never allowed on the bus.
5. Smoking is prohibited on the bus.
6. No one is allowed to bring or play a radio, tape, CD, mp3 player, television, or any other electronic devices of mechanical communication on any school bus.
7. Any student found destroying any property in and on the bus will be held responsible for damages and may expect disciplinary action by a school official.
8. No person shall be allowed to enter or leave through the emergency door or windows except in the event of an emergency.
9. Do not throw paper and other objects. Help keep the bus clean.
10. Do not carry soft drinks and food (or any edible items such as gum and candy) on to the bus.
11. Approach your seat without pushing or disturbing others.
12. Keep arms, elbows, legs and head inside the bus and not in the aisles at all times.
13. Do not stand up, change seats or move about while the bus is in motion.
14. Remain quiet when the bus approaches a railroad crossing.
15. Glass articles, containers with liquid, live animals, snakes, insects, flowers, balloons, volatile substances, or other articles that might be hazardous are NEVER allowed on school buses.
16. Students must remain in Renaissance Academy uniform the entire time from boarding the bus in the morning until exiting the bus in the afternoon.
17. Police officers may be called for assistance if there is any problem that creates a safety risk while the bus is in route to and from the school.
18. Do not distract the bus driver in any way.
19. Never leave any article of clothing such as jackets and hats on the bus. These articles may be confiscated and/or discarded.
20. Cell phones will be confiscated and may be held until the end of the school year.
21. Students are expected to follow the bus driver's instructions promptly.
22. Students are to remain seated, facing the front of the bus, with feet and legs not in the aisle.

#### Leaving the Bus:

1. Remain seated until the bus stops.
2. Leave the bus at your designated stop only.

3. After getting off the bus, students should walk in front of the bus about 10 feet and wait until the driver directs them to cross.
4. The driver of your school bus is in charge of the bus and pupils. Great responsibility is placed on the driver, and any request made by the driver must be obeyed promptly. Students will lose their PRIVILEGE of riding the school bus if they violate safety rules and regulations.

**SECTION 59-67-245. Interference with operation of school bus; penalties.**

**No person shall willfully and wrongfully interfere with the operation of a school bus, either public or private, by boarding, restricting movement or using threats, either physical or verbal, to the driver or any passenger while the bus is engaged in the transportation of pupils to and from school or any lawful school activity or while passengers are entering or leaving the bus nor shall any person willfully fail or refuse to obey a lawful order of a school bus driver relating to the occupancy of a school bus. The use of threatening, obscene or profane language addressed to the driver or any passenger entering, leaving or waiting for a school bus is disorderly conduct and any person convicted for the use of such language shall be punished as provided in § 16-17-530. Nothing contained herein shall be interpreted to infringe upon the power and duties of duly constituted authorities.**

When you have questions about bus transportation to and from the Renaissance Academy, please call the school (864-260-4888) and ask for the Bus Supervisor.

## Meal Program

Breakfast and lunch will be available to students for purchase. Students who do not qualify for the free breakfast/lunch program must pay the amounts listed below.

**BREAKFAST\***      **\$1.25 (full price) and \$.30 (reduced price) per day**  
**LUNCH\***            **\$2.25 (full price) and \$.40 (reduced price) per day**

*\*\*Prices are subject to change\*\**

*STUDENTS ARE NOT ALLOWED TO BRING BREAKFAST OR LUNCH ITEMS AND/OR BEVERAGES INTO THE BUILDING OR ONTO A BUS.*

It is the student's responsibility to order his/her meal during their homeroom period. No meals will be ordered for students who do not place an order themselves.

If you are unable to arrive at school on time due to an appointment, please call the school office by 9:00 AM to place your lunch order. If you are absent and wish to have breakfast on the day you return, please call the school by 2:45 PM to order your breakfast the day before you return. All free and reduced status students are required to complete a new meal application before enrolling at Renaissance Academy.



## Safety Standards

### Visitors:

Visitors are welcome to our school. All visitors must report to the front entrance of the school and go through specific security checks, including a metal detector, prior to entering the main office to sign in with our School Safety check-in system and to pick up a visitor's badge.

**According to South Carolina Code Title 59, Chapter 63, Article 1110 (Consent to search person or his/her effects) any person entering the premises of any school in this State shall be deemed to have consented to a reasonable search of his person and effects. This may include the use of metal detectors. Law enforcement officers will be called if any visitor causes a disruption.**

School personnel have the right to know the identity of all persons on school grounds and in the building. *If you wish to tour the school, please call ahead so a staff member can be made available when you arrive.*

All visitors should refrain from using cell phones/cameras/recording devices while in the building. Privacy requirements/restrictions prohibit visitors from taking photos of students, staff, or classroom activities without prior approval from the administration.

Former students are encouraged to visit the school by appointment or drop in after 2:45 p.m.

### Morning Check-in:

For the safety of all students, staff, and visitors, no student will be allowed to come to school without being properly checked in.

- No items should be left on the bus at any time.
- No cell phones or other electronic devices are allowed. If these items are brought on campus, they will be confiscated and held by the Director until the parent/guardian picks them up.
- Excess money (more than \$5.00) will be held in the front office and returned to the parent/guardian.
- Any sunglasses must be prescription strength and prescribed by a doctor.
- No compression/gym shorts, leggings, or other pants are to be worn under the student's pants.
- Three (3) dress code or grooming violations will result in a write up and may be referred for disciplinary action.

### Daily Safety Measures:

- Students will be released from class ONLY with the permission of and escorted by a school staff member.
- Students must walk single file, on the right side of the halls at all times. Students should only be in the halls at the beginning and closing of school and while moving from one class to another.
- To ensure safety, students should always obey the basic safety precautions. Know how to find the nearest exit.
- Notify staff/faculty member immediately if something unsafe, dangerous, or illegal is noticed or found. DO NOT TRY TO HANDLE IT OR CORRECT IT YOURSELF.
- In case of an altercation between students, move away from the area as soon as possible. Do not stand around to watch.
- It is unsafe and against the school rules to run in the halls.
- In case of an emergency situation, remain calm and quiet so that you can hear and understand instructions.

### Fire and Tornado Safety:

Drills are held at regular intervals throughout the school year. Instructions for these procedures are posted in each classroom that explains how to leave the building in case of a fire or tornado.

During the **fire drill**, students should:

- Walk quickly and quietly to the designated area.
- Do not leave your group anytime during drills.
- Absolutely no playing and talking are allowed while waiting for the all-clear bell to ring.
- Class activity should resume promptly after returning from the drill.

During the **tornado drill**, students should:

- Sit on the floor facing the wall with hand over head.
- Remain quiet until the all-clear signal is given.

### Standard Response Protocol Procedures:

The differentiation between different scenarios is a critical element in Standard Response Protocol.

**LOCKOUT! Get inside. Lock outside doors.** Students stay indoors; teachers lock outside doors; increase situation awareness; business as usual; take attendance.

**LOCKDOWN! Locks, lights, out of sight.** Students move away from sight, maintain silence, and do not open the door. Teachers lock interior doors, turn out the lights, move away from sight, do not open the door, maintain silence, and take attendance.

**EVACUATE! To the announced location.** Students leave “stuff” behind and follow instructions. Teacher leads evacuation to location, takes attendance (reports if missing, extra, or injured students).

**SHELTER! Hazard and safety strategy.** Tornado, Hazmat, Earthquake, etc. Evacuate to shelter area; seal the room; Drop, cover, and hold or get to high ground. Teachers lead safety strategy and take attendance (reports if missing, extra, or injured students).

**HOLD! In your classroom. Clear the halls.** Students remain in the classroom until the “all clear” is announced. Teacher closes and locks classroom door; business as usual; take attendance.

### **Inclement Weather:**

Decisions on school closings will be made by 6:30 a.m. Renaissance Academy will follow the same schedule as Anderson School District Three. Announcements will be made on the following TV/radio stations: WYFF, WSPA, WLOS, FOX, and WRIX-FM. Announcements will also be posted on Anderson District Three’s website and our Renaissance Academy website. If Renaissance Academy must call for school closing because of inclement weather, an eLearning day will be put into place. Beginning in the month of September students will be given a packet of work to cover multiple days out of school. The packet will be left in the back of the binder until needed. Each packet will be aligned with South Carolina State Standards and correlate with topics being covered in class or End of Course test review. Depending on the use of eLearning days, packets will be redistributed throughout the school year for the continued preparation of future inclement weather situations. For unexpected cancellations, teachers will have their monthly lesson calendar uploaded to their website. Students will have 2 days following the return to school to complete assignments and have the opportunity to ask questions or discuss the work with the teacher. Students who do not complete these lessons will receive a zero for the assignment.

### **Health Room Procedures**

Recognizing that healthy students learn better, Renaissance Academy has a full-time registered nurse to ensure student’s well-being and assist with health needs.

### **Allergy, Illness, and Injury Information**

It is important to keep the nurse informed of any of your student’s health information which she will need to consider in the event of a health-related situation during school hours.

## **Health Insurance**

The Renaissance Academy's Intensive Support System program is an intense physical program, so it is very important that you keep your private insurance or Medicaid coverage current so as to attend to any health care needs in a timely manner. For information about the Healthy Connections, Partners for Healthy Children Medicaid Insurance for children under age 19, contact the Anderson SC DHHS office or call the School Nurse for assistance. Contact the school nurse by phone (864-260-4888) or email her at caroltamaklo@acalt.org

## **Emergency Contact of Parents or Guardians**

If your child is sick or injured and needs to go home, we must contact a parent, legal guardian or previously specified adult. It is vital that we have current contact information. Please notify the school as soon as possible if your contact information changes.

## **Physical Activity & Intensive Support System (ISS)**

ISS is an intervention that may be used at Renaissance Academy in an effort to correct behavior, as well as to avoid out-of-school suspensions. However, from time to time, a student may have a physical limitation that would require adjusting his or her physical activities. In order to restrict the activity requirements for a specific length of time, we must have notification from a doctor or health care provider, as to what the student can be expected to do. The nurse can provide a form, called a "profile" for the doctor to fill out or we can fax the form directly to the doctor's office if a fax number is provided. The form is also available in a printable format on the web site. We will accept a signed note from the doctor if it includes the following:

- date restriction is to begin and end
- specific restrictions and allowances
- reason for the restriction
- doctor's name and telephone number

## **Health Screenings**

Soon after enrollment, several health screenings are done by the school nurse. The screenings are done in a respectful and confidential manner. These are basic screenings and do not substitute for an exam by a doctor. If problems are noted during the screenings, parents will be notified by a call or letter from the nurse. If you do not want your child to have any of the following screenings, please notify the school nurse before the student's first day of attendance:

- Vision
- Dental
- Height
- Weight
- Blood Pressure

## Medication Administration at School

Renaissance Academy discourages the administration of medication during the school day when other options exist. In instances where an illness or condition may require the administration of medication during the day these procedures must be followed:

1. **Prescription medications** must be delivered to school by a parent/guardian AND:
  1. The medication must be provided to school in the original labeled prescription bottle.
  2. Renaissance Academy's medication permission form or a note signed by the parent and doctor must be provided, which states that the medication is to be given at school.
  3. Notes must include clear instructions on how, when, how much, and what it is for. This note must include the doctor's or parent's signature and phone number for questions.
2. **Over-the-counter medications** may be brought in by parent or student IF these conditions are met:
  1. The medication must be in the original packaging, with original seal as purchased the over-the-counter meds must be accompanied by a medication permission form or note containing the following:
  2. Clear medication directions regarding how, when, amount, purpose
  3. Parent's signature and phone number, in case of questions.
  4. If it is to be given for more than 10 consecutive school days, a doctor's note is required.
  5. If medication is brought in by a car rider, the student is to give the medicine to the check-in staff immediately after he or she arrives at school.
  6. If over-the-counter medication is brought in by student who is a bus rider, he/she must give it to the bus driver as she/he boards the bus. The driver will give it to the nurse.

### *PLEASE NOTE:*

The nurse/school will NOT be able to supply any type of over-the-counter medication for your student. NO Tylenol/Motrin type meds, NO antacids, NO cold or allergy medicine, NO cough drops, NO antibiotic ointment, etc. If you want these medications to be available for your student, you must send or bring them per procedure. Please also be aware of the following health room procedures:

1. It is against school policy for a student to carry ANY medication on their person at school or on the bus without prior approval (except as described above for bringing OTC medication) for the first time.
2. School nurses may not administer the first dose of any medication.
3. School nurses are legally required to administer only meds with FDA approval.
4. Plain Lip Balm (no color or glitter) is allowed ONLY if it is in a squeeze tube.
5. All over the counter medications must be in original, unopened container. None will be given from bags/envelopes.
6. Prescription medications must be brought in by a parent and turned directly over to the school nurse, or her designee.
7. No medication containing aspirin (or other salicylates) will be given at school without a doctor's authorization. This includes but is not limited to BC Powder, Adult Pepto Bismol, Excedrin, and some cold and headache meds. This is due to an increased risk of Reye's syndrome when this ingredient is given to children and teens.
8. If your child forgets to take a morning dose of medication, the school nurse is not allowed to give that dose at school. Parents may come to the school to give the missed dose.
9. Self-Medicating/Self-Monitoring Policy- There is a process in which students can carry essential meds and self-monitor if criteria are met. Please contact the nurse for more information.
10. It is the parent's responsibility to pick up meds after the student leaves Renaissance Academy or at the end of the school year. All meds not collected by a parent/guardian will be discarded at the end of the school year.

## Student Code of Conduct

### Dress Code:

**Appearance:** We have high standards concerning our dress code and personal appearance, as this is an important element of instilling confidence and a creating positive learning environment. An attractive uniform and overall appearance will communicate that you care about yourself and will prepare you for the workplace. Renaissance Academy will, consistent with the requirements of federal, state or local law, consider making reasonable accommodations with respect to dress or grooming requirements that are directly related to a student's religion and/or ethnicity. If an accommodation of this nature is required, please notify the director and be prepared to discuss potential reasonable accommodations. Failure to comply with the Renaissance Academy dress code may result in being assigned to Intensive Support Services (ISS) until compliance is ensured.

**Uniforms:** Your uniform consists of pants, RA polo shirt, belt, name badge and lanyard, one pair of shoes, and RA sweatshirt (cold weather). All students must be in full uniform any time they represent the school. You will be expected to be in compliance with dress code on a daily basis at school, on field trips, on the school bus, open houses, and meetings at the school. All garments should fit properly and be clean, pressed (as applicable) and in good condition (i.e., no holes, fraying, stains, discoloration, etc.).

- Proper undergarments must be worn by all students.
- Students must present a professional appearance (neat, clean and well groomed).
- School name badges must be worn at all times, on the outermost garment, on the student's school-issued lanyard.
- Other miscellaneous pins, buttons, stickers and/or ribbons may not be worn on the uniform or affixed to the name badge or lanyard.
- All shirts must be worn tucked in.
- Student's polo shirts must be worn with at least the bottom button fastened.
- Students may wear solid white undershirts (no printing, graphics, or pockets) under all shirts. All undershirts must be in good condition (with no holes, fraying, discoloration, etc.) undershirt sleeve length should not extend below the bottom edge of the Renaissance Academy shirt sleeve. Pants must fit properly and must be hemmed to fall at the midpoint of heel. Cuffed and/or pegged pants are not acceptable.
- A belt must be worn and must be trimmed so that the end does not hang below the belt line.
- Shoes must be solid black and be constructed of leather or man-made (non-cloth) uppers. Closed heel and closed toe styles required. Shoes must fit properly with laces tied snugly, unless limited by temporary medical conditions requiring corrective orthopedic devices (due to broken bones, surgeries, etc.).
- Students must wear solid black or white socks.
- Renaissance Academy sweatshirts will be available for purchase (small-XL = \$15.00; 2X, 3X, and 4X = \$17.50) as an option for students who wish to add warmth. Renaissance Academy sweatshirts will be the only garment allowed to be worn over the Renaissance Academy polo shirt. High School sweatshirt color is navy blue and middle school is light steel.

### **Jewelry**

No visible jewelry will be allowed, and no visible piercing retainers will be allowed.

**Grooming** Good personal hygiene is expected of students when they report for school (e.g., clean shaven, bathed, and with appropriate application of body deodorant). Perfume or cologne must be subdued in fragrance and not be distracting to teachers or fellow students. Body modifications (e.g., piercings, extended earlobes, etc.) visible to staff are not acceptable.

- **Hair:** Hair must be clean and worn in good taste so as not to be distracting to teachers or fellow students. Hairstyles must be neat and professional in appearance. Unnatural hair colors (“crayon colors”) or eccentric styles (e.g., Mohawks, shaven designs, etc.) are not permitted. Hair must not fall below midpoint of collar in the back, below midpoint of ear on the sides, or below eyebrows on the forehead. Hair of length long enough for a ponytail must be contained as such or in a bun or braid, etc. Pony tails or braids can not be placed in a bun on top of the head.
  - Females: No hair accessories are permitted, with exception to a head band of neutral tones.
  - Males: Facial hair, other than a neatly trimmed mustache, is unacceptable. Sideburns must be trimmed to be no longer than the bottom of the earlobe and of a consistent width on the sides from top to bottom.
- **Makeup** must be subdued and worn in good taste so as not to be distracting to teachers or fellow students. No false eyelashes will be allowed.
- **Nails:** Nails must not be past the ends of the fingertip. Students are not allowed to have false nails. Fingernail polish must be the same color on all nails, worn in good taste. The only colors allowed are blue or gold polish (school colors), clear, or a French manicure on the natural nail. Fingernail gems and/or designs will not be permitted.

## **Uniform Items:**

### **Shirts**

Dry fit polo purchased through Renaissance Academy; students are required to purchase 2 shirts at the time of enrollment and must be tucked in at all times

- HS – true navy & maroon
- MS – graphite gray & purple

### **Pants**

Tan khaki or black; cargo or regular slacks are acceptable. Pants must have a zipper, button, and belt loops. Pants are not allowed to be form fitting. No leggings will be allowed

### **Shorts**

Shorts must be black or tan khaki in color and must come to top of knee. Shorts must have a zipper, button, and belt loops

Females can also wear black or tan khaki Capri pants. Capri pants must have a zipper, button, and belt loops.

### **Skirts**

Not permitted

### **Belt**

Black or brown in color of the appropriate length and proper fit.



### **Shoes**

All black tennis shoes (non-cloth) are required. Shoes must not have holes, the soles must be intact, with laces always tied or Velcro closed tightly.

### **Socks**

White or black only

**Cold Weather:** Sweatshirts are available for purchase through Renaissance Academy. Long john pants and tops may be worn if they do not show under the RA uniform. If wearing a long john top, the RA polo shirt and sweatshirt must be worn also.

### **Items Prohibited on Campus:**

Each day students will be checked for necessary materials during morning check-in. They must bring the required notebook, this student handbook, paper, and number 2 pencil (s) for daily use. *Any items other than notebook, school and/or library books, handbook, pencil and paper may be considered contraband and may be taken from the student during morning check-in.*

Legal or civil charges may be filed by the school resource officer for possession of tobacco products by an individual under the age of 21. The fine is in excess of \$25.00 and court costs are the responsibility of the parent/student.

### **Prohibited and/or Illegal Activity**

Students engaging in illegal/criminal activities could be subject to arrest or conviction of a criminal offense. Students engaging in any of the illegal activity or activities below could be subject to dismissal from the Renaissance Academy. This is not an all-inclusive list.

- Violence-fighting/assault (threats/fear)
- Extortion
- Bomb threats (Federal offense)
- Truancy (unlawful school absences)
- Activating a fire/emergency alarm
- Unauthorized selling of items: i.e. candy/snacks/tobacco/vape/drugs (see page 26)
- Any gang-related activities such as instigating conflict, gang drawings/alphabets, posturing, stacking, displaying gang-related activities/affiliations on internet websites, etc.
- Bullying/ "Jawing" (threats, fear, intimidation)
- Smoking
- Forgery

- Gambling
- Sexual Harassment
- Cheating and/or stealing
- Vandalism (destruction of property)

S.C. law requires school personnel to establish and maintain a safe school environment. Bullying, of any description, is considered a punishable crime by S. C. law. Documentation will be kept on students who “jaw”, bully, intimidate, threat, etc. and may be forwarded to the school resource officer for possible legal charges.

### **Bullying, Harassment, Intimidation**

What are the characteristics of harassment/bullying/intimidation?

1. Can be physical, emotional, and/or verbal in nature
2. Occurs over a period of time—REPEATED ACTIONS
3. Continues to occur after a person has told the bully to stop
4. Occurs when someone wants to exert power/control over someone else or others
5. Can be in many forms: a gesture, an electronic communication (text, email, etc.), or a written, verbal, physical, or sexual act that is reasonably perceived to:
  - a. harm a student physically or emotionally
  - b. damage a student’s property
  - c. place a student in fear of personal harm or property damage
  - d. insult or demean a student or group of students causing a substantial disruption in school operations
6. Determined by the victim to be harassment/bullying/intimidation—their perceptions. It is illegal and punishable by law.

What does harassment/bullying/intimidation look and sound like?

Fighting/hitting/slapping	Threatening to do harm
Gossip and false gossip	Lies and rumors
Staring at	Forcing someone to do something against their will
Mocking/ Giggling/laughing at	Saying things that trigger reaction from past event
“Jawning”	Teasing and ridiculing someone(s)
Disrespect	Unwanted sexual advances
Vulgar/inappropriate gestures	Threatening text messages—cyber-bullying
Name Calling	Excluding someone from an activity
Manipulation	Bullying others who are friends of the victim

Arguing into submission	Hazing—to gain entrance into activities
Ganging up on someone	Putting inappropriate pictures on blogs/internet sexting
Criticizing someone's race, religion, disability, sexuality	

### What are bullies like?

May have been a victim of bullying	Envious of others
Have a strong need to control	Quick to get angry and use force
Thinks other's actions are hostile toward him/her	
Low self-esteem and put others down to make themselves feel important	
At risk for criminal behavior and domestic violence in adulthood—bullies have a much higher likelihood of being incarcerated in the future	
Indulge in other risk-taking behaviors—alcohol, drugs, truancy, vandalism, theft, etc.	

### How does bullying make the victim feel?

Abused	Scared	Unwanted
Unworthy	Stressed	Hopeless
Possibly suicidal	Physically sick	Disconnected

### How can we stop harassment, bullying, intimidation?

1. Live the **Four Promises**.
2. If you are being bullied online—don't reply. Save the evidence and show an adult.
3. Don't bully back!
4. Bystanders can support someone who is being bullied by not being part of the bully's activities.
5. Report it to the appropriate school personnel.

### What happens if you report that you or someone you know has been bullied, harassed, or intimidated?

1. An incident of bullying/harassment/intimidation occurs.
2. A report is made to a school official. This report may be made anonymously.
3. Documentation of report is made (incident, people involved, place, all relevant details).
4. Investigation and documentation of the reported problem.

### If the report is verified:

1. Parents of the person who is bullying will be notified of the event and documentation will be maintained in an active file for future reference.
2. Students will be warned/counseled of consequences if this behavior continues

*Students who accumulate three verified reports of bullying, harassment, intimidation, etc. will be turned over, along with all documentation, to the school resource officer. The SRO will take whatever*

*legal steps deemed necessary to end the bullying, harassment and/or intimidation. Legal charges may be filed.*

If report is not verifiable, documentation will be maintained, for future reference, but marked as not verified.

### **Manners and Etiquette**

1. Students will be respectful to parents, staff, guests, and other students.
2. Faculty, staff, and guests will be addressed by their proper name, title, or “yes/no sir” or “yes/no ma’am”.
3. No profanity, vulgarity, or improper slang will be allowed.
4. Stand up straight and sit-up straight—proper etiquette will be expected of students during assembly programs and school activities.
5. Always walk on the right side of the hallway.
6. Students will comply with our no-touching policy (see page 28)

### **Zero Tolerance of Weapons**

It is unlawful for any person to carry, possess or have under his or her control, any weapon at a school building, school function, or school property, or on a bus or personal vehicle, carpool vehicle or other staff vehicles used for transport by and/or to the school. The term “weapon” means and includes any pistol, revolver, or any weapon designed or intended to propel a missile of any kind, switchblade, knife, ballistic knife, and other knives of any size, straight-edge razors, spring sticks, metal knuckles, blackjack, or any flailing instrument consisting of two or more rigid parts connected in such a way to allow them to swing freely (which may be known as a nun chuck), fighting chain, throwing star or oriental dart, or any weapon of any kind handmade, or factory made, small or large. *Any item intended to be used as a weapon will be confiscated and the proper authorities will be notified.*

### **Drugs, Alcohol, and Tobacco**

A student shall not possess, sell, use, transmit, solicit, or be under the influence of any narcotic drug, depressant, or stimulant drug. This includes any mind- or mood-altering substances. A student shall not possess, sell, or transmit any substance under the pretense (“look-alike-drugs”) that it is, in fact, a prohibited substance as described in this rule. A prescription drug or a non-prescription drug shall be considered a violation of this rule; however this rule will not apply to the use of a drug as authorized by a medical prescription by a medical physician, which has been brought to school by a parent/guardian to be dispensed at school by the nurse. **A student is not allowed to mimic drug actions at any time.** Casual conversation concerning the use of

controlled substances, alcohol, or illegal/illicit activities will be considered a violation of the discipline code.

*As stated by SC law, schools within the state will prohibit the use and/or possession of all tobacco products or paraphernalia including but not limited to cigarettes, cigars, pipes, smokeless tobacco and snuff **by all students.***

*The law and penalties, outlined by the law (S.C. Code ANN.16-17-500 (2006) state: A minor under the age of 18 years must not purchase, attempt to purchase, possess, or attempt to possess a tobacco product, or present or offer proof of age that is false or fraudulent for the purpose of purchasing or possession of a tobacco product.*

*A minor who knowingly violates this provision in person, by agent, or in any other way commits a non-criminal offense and is subject to a **civil fine in excess of \$25.00.***

*The civil fine is subject to all applicable court costs, assessments, and surcharges. In lieu of the civil fine, the court may require a minor to successfully complete a Dept. of Health and Environmental Control approved smoking cessation or tobacco prevention program, or to perform not more than 5 hours of community service for a charitable institution. If a minor fails to pay the civil fine, successfully complete a smoking cessation or tobacco prevention program, or perform the required hours of community service as ordered by the court, the court may restrict the minor's driving privileges to driving only to and from school, work and church, or as the court considers appropriate for a period of 90 days beginning from the date provided by the court.*

*If the minor does not have a driver's license or permit, the court may delay the issuance of the minor's driver's license or permit for a period of 90 days beginning from the date the minor applies for a driver's license or permit.*

### **Indecent Acts**

A student shall not perform any act of indecency at Renaissance Academy. Sexual harassment will not be tolerated. Sexual harassment is defined as any unwanted, unwelcome, unsolicited sexual advances, requests for sexual favors, and other verbal or physical contact of a sexual nature. Sexual harassment includes but is not limited to the following actions:

Caressing or fondling of self or others	Inappropriate touching/physical contact
Vulgar or inappropriate gestures	Exposure of sexual organs
Intimidation and/or bullying	Reckless eyeballing
Lewd/suggestive verbal and/or written remarks	Sexual Intercourse

A student shall not perform any other act which is subversive to good order and discipline in the school, on the school grounds, or on any school sponsored activity away from the campus. This includes, but is not limited to, violation of state and federal law, providing false information to school personnel, possession or use of any electronic device, actions that are ethnically or

racially inflammatory, loitering or trespassing or community misconduct that would be so serious as to pose a threat to the school.

*Sexual harassment is a crime and will not be tolerated. Any student involved in any act of sexual harassment or indecency at Renaissance Academy will be subject to dismissal and legal prosecution.*

#### **NO-TOUCHING POLICY**

There is a strictly enforced “no touching policy” at the school. This policy is designed to prohibit physical contact, which may become unwanted and/or inflammatory, and result in a verbal or physical altercation with serious consequences.

### **Disruptions and Interference with School**

#### **A student will not:**

1. Continuously or intentionally make noise or act in any other manner as to interfere with the teacher’s ability to conduct class.
2. Encourage any other students to violate rules.
3. Refuse to identify him/herself upon request of any teacher, staff member, or adult personnel, or official visitor at the school.
4. Set fire to, or attempt to set fire to, or otherwise damage any school building or property.
5. Possess, display, discharge, or use any firearms, mace, explosives, or tear gas, or other weapons on school grounds.
6. Use violence, force, noise, coercion, threat, intimidation, fear, passive resistance, insult or other conduct to intentionally cause the disruption of any process or function of the school.
7. Be on campus or enter the premises of the school without the proper authorization of the director or a faculty member.
8. Activate any emergency alarms in non-emergency situations—such as fire alarm and/or emergency call boxes.
9. Talk about or insinuate any form of gang affiliation or gang activity.

### **Intensive Support Services (ISS)**

**Goal:** The goal of Intensive Support Services (ISS) is to provide an opportunity for students to correct their behavior without sending the student home or having to serve out of school suspensions. Renaissance Academy will make every effort to keep a non-compliant or disruptive student at school, working with them to correct their behavior, so they may return to their normal school day.

Students may be assigned to Intensive Support Services for many different reasons. When a student is non-compliant with any staff member, including (but not limited to) classroom teachers, staff assistants, bus drivers, and/or administration, the Renaissance Academy Director may choose to assign a student to ISS. ISS may be for an hour or day(s), depending on the infraction, offense, or the student's discipline history. The time assigned to ISS will be at the discretion of the Director of Renaissance Academy.

### **How Does it Work?**

Once a student has been assigned ISS, the ISS Instructor will contact the student's parent/guardian to inform them that their student has been assigned ISS and answer any questions the parent/guardian may have.

### **What Will Students Do in ISS?**

Students may participate in any or all of the following activities while in ISS. It will be up to the ISS Instructor to assign any or all of the following activities:

#### **Outside Activities:**

- Intense Physical Training which may include walking/marching through the neighborhood, exercising on Cherry Hill, running on the track, using the obstacle course, pushups, sit ups, jumping jacks, side-straddle hops, etc.
- Students may be tending to the maintenance of the campus and surrounding area, which may include cutting grass, raking, weed pulling, picking up trash, etc.

#### **Inside Activities:**

- Students will be put on work detail, which may include cafeteria clean-up, deep cleaning in the main buildings, laundry, etc.
- Students will be responsible for completing the work they are missing by not being in the classroom. Students MAY be working on classwork while in ISS, but this is NOT guaranteed. Students may have to do their classwork at home before returning to school the following day. **ALL ASSIGNED CLASSWORK MUST BE COMPLETED BEFORE A STUDENT WILL BE ALLOWED TO RETURN TO CLASS.**

*Students who may have a temporary or long-term disability AND are put on profile by the school nurse will have activities tailored to their abilities.*

#### **ISS Uniform:**

Students who are assigned to ISS by the Renaissance Academy Director for 3 or more consecutive days, will change out of their school uniform and into the ISS uniform. This uniform

will consist of army fatigue cargo pants and an army t-shirt. Students are encouraged to wear all-black “work” tennis shoes if they know they will be changing into/wearing the ISS uniform.

If a student is dressed out into the ISS uniform, they will wear the ISS uniform home and wear it back to school until they have successfully completed their time. Once completed, students will wear their school uniform to school the next day and bring the ISS uniform to turn in. If a student does not return the ISS uniform, they will remain in ISS until the uniform is returned.

### **ISS Code of Conduct:**

The ISS Instructor will notify the Renaissance Academy Director when a student has successfully completed the assigned time in Intensive Support System. The following are performance expectations that will ensure success:

- Students will always be respectful.
- Students will comply with and complete the activities they are assigned.
- Students will always use appropriate language.
- Students will not argue or backtalk the ISS instructor.
- Students will complete their classwork
- Students will work diligently (i.e. no sleeping, no talking, no playing)

Parents will be called for students who refuse to follow the performance expectations of ISS. The ISS instructor will contact the parents in an effort to solve the problem and to avoid sending the student home or out of school suspension. If a student complies after the parent call, the student will be allowed to resume ISS. If a student does not change behavior after the parent/guardian phone call, he/she may be placed on out of school suspension or have time added to ISS. If non-compliance results in disorderly conduct, law enforcement may be notified to assist.

**Attendance:** Students who are absent for a scheduled day(s) of ISS will serve that day(s) when they are able to return to school. A student will not be allowed to return to their normal, classroom day until they have successfully completed ISS to the satisfaction of the ISS instructor.

## **School Day/Course Work/Scheduling**

### **School Day**

Students should report to school and be inside the building promptly by 8:00 A.M. every school day. Repeated tardiness may result in referral to the attendance supervisor. School will dismiss at 2:45 p.m. each day and your child must be picked up by 3:15 p.m. *A student who is still at school after 3:15 p.m. may be sent home by taxi, with the parent or guardian responsible for cab fare.*



## 2020-2021 Bell Schedule

MIDDLE SCHOOL:		HIGH SCHOOL:	
7:30-8:15	Morning Check in	7:30-8:15	Morning Check in
8:15-8:40	Homeroom/Breakfast	8:15-8:40	Homeroom/Breakfast
8:45-9:35	1st Period	8:45-9:35	1st Period
9:40-10:30	2nd Period	9:40-10:30	2nd Period
10:35-11:25	3rd Period	10:35-11:25	3rd Period
11:30-12:25	4th Period	11:30-12:00	<b>LUNCH</b>
12:30-1:00	<b>LUNCH</b>	12:05-12:55	4th Period
1:00-1:50	5th Period	1:00-1:50	5th Period
1:55-2:45	6th Period	1:55-2:45	6th Period

*Students are expected to use the restroom or use the drinking fountain at time of class change. Students will not be allowed to leave class to use the restroom unless it is an emergency.*

### Scheduling Facts

1. Students will receive their class schedules on their first day of enrollment. Class schedules are arranged so students can earn the maximum number of credits/classes possible. However, in some instances, due to excessive absences, availability of certain courses, time of expulsion/placement, etc., students may not be able to earn all the credits that they could have if they had remained in their home schools. There are only 6 class periods a day in which to schedule students at Renaissance Academy.
2. Daily, students have six (6) fifty-five (55) minute time slots for academic classes. It may be necessary to schedule a high school student into a double session of a class to meet the state required seat hours, complete all required work, and maintain passing grades for earning high school credit.
3. It should be noted that middle school students who were enrolled in high school courses at their feeder schools may not be scheduled into those classes at Renaissance Academy due to the high school class sizes and schedules.
4. Students may be scheduled at the discretion of Renaissance Academy as deemed necessary.
5. When a student enters Renaissance Academy, any failing withdrawal grade (grade lower than a 60) sent from the home school for the current nine-week marking period will be modified according to the Uniform Grading Policy of South Carolina.

6. Students with statewide testing accommodations/modifications that are impossible to implement at Renaissance Academy, will be the responsibility of the home district, who will train personnel and administer the test(s) to these individuals.
7. Renaissance Academy is not responsible for providing instruction, supervision, testing, etc. for courses that the student began at the home school and are not offered at Renaissance Academy.
8. **Middle School Curriculum**—each student is scheduled into ELA, Math, Science, Social Studies, Lead Worthy, and Advisory. Students who qualify are scheduled into Resource classes instead of Lead Worthy. However, it is at the discretion of the resource teacher to include these students in their Lead Worthy class when appropriate.
9. **High School Curriculum**—the table below lists high school courses usually offered at Renaissance Academy. If your student is taking a course at the home high school and Renaissance Academy does not offer the course, your student will not get credit for that class through Renaissance Academy.

### Earning High School Credits

To be eligible to earn a credit(s) at the high school level, a student must maintain passing grades, earn at least 120 seat hours for year-long courses or 60 seat hours for semester courses, and complete his/her assignments/course requirements as determined by the instructor.

Online credit-recovery computer courses are available for selected students who have a *genuine* interest in getting caught up on courses they previously failed. The guidance counselor and teachers select candidates for these programs.

All credits earned at Renaissance Academy are sent to the students' home schools and placed on the official transcript. *Grades from the home schools are added to those earned at Renaissance Academy to get report card averages.*

## Graduation Requirements

1. Earn the specified minimum 24 units of credit as outlined by law and district policy
2. Demonstrate “proficient” in computer literacy before graduation.

ENGLISH	MATH	SCIENCE	SOC. STUDIES
English 1 CP English 2 CP English 3 CP English 4 CP	Foundations in Algebra Intermediate Algebra Algebra I CP Algebra II CP Geometry CP Concepts in Probability and Statistics	Environmental Science Physical Science Biology I CP Chemistry I Anatomy and Physiology	World Geography World History Government .5 Economics .5 U.S. History/Const.
<p style="text-align: center;"><b><u>ENGLISH ELECTIVES</u></b></p> Literacy and Comprehension, I (.5 credit) Literacy and Comprehension, I (1 credit) Composition and Grammar (.5 credit) Composition and Grammar (1 credit) GED English		<p style="text-align: center;"><b><u>SCIENCE ELECTIVES</u></b></p> Personal Health and Wellness (.5 credit) Personal Health and Wellness (1 credit) GED Science	
<p style="text-align: center;"><b><u>MATH ELECTIVES</u></b></p> Integrated Business Applications Financial Math Personal Finance GED Math		<p style="text-align: center;"><b><u>SOCIAL STUDIES ELECTIVES</u></b></p> Current Events (.5 credit) Current Events (1 credit) Psychology Law Education GED Social Studies	
<p><b><u>SPECIAL EDUCATION</u></b>- Qualifying students are scheduled into resource classes to meet their specific needs.</p>			

## Grade Placement for High School Students

DISTRICT/SCHOOL(S)	10 <sup>TH</sup> GRADER	11 <sup>TH</sup> GRADER	12 <sup>TH</sup> GRADER
<b>ANDERSON ONE</b> Palmetto High School Powdersville High School Wren High School	<u><b>6 UNITS</b></u> 1 English 1 Math 4 Additional	<u><b>12 UNITS</b></u> 2 English 2 Math 8 Additional	<u><b>18 UNITS</b></u> 3 English 3 Math 12 Additional
<b>ANDERSON TWO</b> Belton-Honea Path High School	<u><b>6 UNITS</b></u> 1 English 1 Math 4 Additional	<u><b>10 UNITS</b></u> 2 English 2 Math 6 Additional	<u><b>16 UNITS</b></u> And be enrolled in courses leading to graduation-with appropriate credits earned
<b>ANDERSON THREE</b> Crescent High School	<u><b>5 UNITS</b></u> 1 English 1 Math 3 Additional	<u><b>11 UNITS</b></u> 2 English 2 Math 1 Science 1 Social Studies 5 Additional	<u><b>16 UNITS</b></u> 3 English 3 Math 2 Science 2 Social Studies 6 Additional
<b>ANDERSON FOUR</b> Pendleton High School	<u><b>5 UNITS</b></u> 1 English 1 Math 3 Additional	<u><b>12 UNITS</b></u> 2 English 2 Math 1 Science 1 Social Studies 6 Additional	<u><b>16 UNITS</b></u> and be enrolled in all courses needed to graduate in June.

## Grading

The statewide grading system is based on a 10-point grading scale. All students, grades 6-12, will earn grades according to the following scale:

A=90-100

B=80-89

C=70-79

D=60-69

F=Below 60

I=Incomplete

NA=No Credit due to excessive absences

WF=Withdraw Failing

*\*Grades from the home schools are added to those earned at Renaissance Academy to get report card averages.*

Students seeking information about credit requirements should see the guidance counselor.

### Withdrawal Procedure

To officially withdraw from Renaissance Academy a student must obtain a withdrawal form and instructions from the guidance counselor's office.

The following items must be returned and cleared **BEFORE** the student's records are transferred to another school and/or fees for uniforms are reimbursed:

- All Textbooks
- Equipment
- Fees/Fines
- ID Badge
- Lunch Fees