

# GREENVILLE COUNTY SCHOOLS



Middle School Alternative Program  
West Greenville  
15 Endel Street, Greenville SC 29611  
(864) 355-0231

## Student Handbook

2021 - 2022  
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Dr. Kathie Greer, Director of Alternative Programs

Neither this handbook nor any part of it should be construed as a contract itself. This handbook is not intended to be comprehensive and is advisory only to guide the student and parent. The school reserves the right to make changes or exceptions to statements in this handbook. Final interpretation of all school rules is left up to the Director of Alternative Education.

## The Middle School Alternative Program

The Middle School Alternative Program provides services to students in grades six through eight who are experiencing difficulty at the middle school level. Students with frequent discipline problems and academic deficiencies are considered for acceptance into the program. These students are identified as those that interfere with the learning of other class members and refuse to follow The School District Discipline Code. Students attending this program receive intense instruction in "Life Skills" and are placed on a behavior management system. Students will normally attend this program for a minimum of one quarter (9 weeks). Transportation and lunch are provided. For additional information call: West Greenville MSAP 355-0231.

## Mission

The Alternative Programs of The School District of Greenville County will provide short term educational settings which offer instructional programs to address the behavioral, academic and social needs of at-risk students.

## Entrance Requirements

Students are placed in the West Greenville Middle School Alternative Program through one of the following ways:

1. Administrative Placement By District Level Staff
2. Board placement

## Exit Requirements

Program exit requirements will be explained to parents and students during the enrollment conference. Because students enter and exit the Alternative Program at various times during the school, we do not adhere to a set number of days per student. We do require that students demonstrate over a substantial period of time the ability to function academically and socially in the regular school environment. Our staff will contact parents periodically to answer questions and share student progress.

## Academic Plan/Grades

The West Greenville Middle School Alternative program offers the same curriculum as the regular schools. Mathematics and Language Arts are individualized; Social Studies and Science are taught using a blend of curricular objectives across grade-level.

A = 90-100

B = 89-80

C = 79-70

D = 69-60

F = 59 (partial GPR point credit)

## School & Office Hours

The school day for students begins at **8:45 A.M.** and ends at **3:00 P.M.** Someone will be available in the office to assist parents and / or students between the hours of 8:00 A.M. – 3:45 P.M. If special assistance is needed, please schedule a conference to meet with the appropriate personnel. **Students may be dropped off, no earlier than 8:45 AM. Students should be picked up by 3:00 PM.** Parents must contact the Main Office and submit written permission should their child request to ride with someone other than the designee assigned by the parent during the intake procedure. Parents must also give written permission for a student to walk home from West Greenville MSAP.

## Medication

All medications shall be maintained in the nurse's office. Proper forms from parent and physician must be completed and on file. We cannot dispense any medication without parental and physician consent.

## Personal Belongings

Cell phones, book bags and backpacks are not allowed within the school. Any items of value should be left at home. Furthermore, students are encouraged not to bring money to school. The school and the School District of Greenville County are not responsible for theft or loss of personal belongings. *There will be absolutely no food, drink or gum allowed in class.*

## **Life Skills**

M.S.A.P. not only focuses on the academic success of student, but also their social development. All students attending M.S.A.P. will receive Life Skills instruction. Some of the subjects covered in Life Skills are communication, anger management, conflict resolution, decision making, and alcohol & drug abuse.

## **Attendance**

Please submit a note from your child's physician or from a court mandated appointment after each absence. Students are not allowed more than 10 unexcused absences.

## **Recovery Process**

Behavioral interventions are based on daily behavioral performance within the classroom to removal from the classroom environment. The following steps are implemented for most problem behaviors:

- Students may earn the right to re-enter class by successfully completing the Recovery process. The parent/guardian will be contacted whenever your child has been temporarily removed for recovery.
- Time Recovery is an opportunity for the student to identify what took place that was inappropriate. Students may be re-admitted to class when they are calm and refocused on how they will fix their problem and become a productive student.
- If the student continues to refuse to cooperate, the parent may be asked to come and pick the student up.

## **Student Behavior**

### **(Policy JCDA)**

The Board expects students to conduct themselves in an orderly, courteous, dignified and respectful manner. This requirement refers to their actions toward other students and teachers, their language, their dress and their manners. The Board believes self-discipline is an interpersonal goal of public education. Students have a responsibility to know and respect the policies, rules and regulations of the school and District. Violations of such policies, rules and regulations will result in disciplinary actions. The Board directs students to the District's Behavior Code set forth in this policy and the student handbook for their individual school. The Board authorizes its school authorities to employ probation and suspension and to recommend expulsion, if necessary, to enforce this policy.

## **Suspension**

Suspension is the exclusion of a student from school and school activities for a period of time not to exceed 10 school days for any one offense. The Board uses the word suspension in this policy to mean either suspension from school or in-school suspension as determined by the principal. The Board delegates the power of suspension to District administrators. Requests for review of suspensions may be made to the principal and the Superintendent's designee. The decision of the Superintendent's designee ends the appeal process for suspensions. However, the Board must review suspensions that occur within the last 10 days of the school year if such suspension would make a student ineligible to receive credit for the school year. Suspension of students who are classified as disabled will be handled consistent with federal and state law and with procedures established by the Board.

## **Expulsion**

Expulsion is the removal of a student from a school for the remainder of the school year, except in cases of permanent expulsion. A student may be expelled for any reason listed in the Student Behavior Code Policy JCDA, for the commission of any crime, gross immorality, gross misbehavior or the violation of any other written rules and regulations established by the Board or the State Board of Education, or when the presence of the student is deemed to be detrimental to the best interests of the school. Students who engage in an ongoing pattern of behavior that is disruptive to the orderly operations of the school shall be recommended for expulsion, as set forth in Policy JCDA. Expulsion means the student cannot attend school or be on the school grounds, cannot attend any school-related events or activities on or off campus, and cannot ride a school bus. The Board delegates to a District hearing officer the authority to conduct administrative hearings and expel students. The decision of the hearing officer may be appealed by either the student or the administration to the Board as indicated in Policy JDE.

## Reporting Bullying, Discrimination, Harassment, Intimidation and Misconduct

The District is committed to fostering an environment that both promotes learning and prevents disruptions to the educational process. Accordingly, the District prohibits all forms of bullying, discrimination, harassment, or intimidation. As provided in Board Policy and Administrative Rule JCDAG, students and parents may file a report of bullying, discrimination, harassment, intimidation, or misconduct by other students, employees of the District, or third parties involved in the school setting.

All reports should be filed with the principal or his or her designee. Reports may also be filed by a student's parent. If the allegation is against the school's administration, the student or parent should file a report directly with the District's Parent Resource Representative. (See Policy JA for contact information). Anonymous reports may be made, but those reports must provide the District with adequate information in order to begin an investigation.

Additionally, students and parents should immediately report any concerns related to employee interactions with students that are inconsistent with the requirements and expectations contained in Board Policy GBV. Concerns that should be immediately reported to a school's administration include potential mistreatment of students and other conduct by employees that could constitute inappropriate interaction or communication, including those sexual in nature.

### Weapons (firearms)

The Board or its designee will expel for no less than one calendar year any student who has brought or possessed a firearm on school property, at District or school related functions, or at any setting under the jurisdiction of the Greenville County Schools.

### Alcohol Use/Drug Use (Summary of Policy JCDAC)

No student, regardless of age, will possess, use, sell, purchase, barter, distribute, or be under the influence of alcohol or a controlled substance, as defined in S.C. Code Ann. §§ 44-53-110 through 44-53-270, (see the Behavior Code) in the following circumstances:

- on school property (including buildings, grounds, vehicles)
- at any school-sponsored activity, function or event, whether on or off school grounds (including any place where an interscholastic athletic contest is taking place)
- en route to or from, or during any field trip
- during any trip or activity sponsored by the Board or under the supervision of the Board or its authorized agents NOTE: In determining whether a student is under the influence of alcohol or a controlled substance, the student's appearance, behavior, manner, presence of an odor of the substance, and statements made by the student as to the use of controlled substances or alcohol may be considered without regard to the amount of alcohol/controlled substance consumed.

The administration will recommend students who violate this policy for expulsion. The Board intends to expel all students who are determined to have distributed any controlled substance on school grounds.

MSAP Student Dress Code:

Do's:

- Students must wear khaki pants only (navy, tan, black, or gray) and collar or polo shirt
- Shirt must be tucked in and a belt must be worn.
- Students will be checked upon arrival.
- Pencil

Don'ts:

- No Cell phones
- No sweatshirts or jackets
- No personal or beauty items
- No jeans, sweat Pants, shorts
- No clothing with holes or shreds
- No sandals, slides
- No book bags

\_\_\_\_\_ (Parent)

\_\_\_\_\_ (Student)

I have read the dress code policy & understand the expectation for the Middle School Alternative Program.