



STUDENT HANDBOOK

2026-2027

Southern Academy's mission is to encourage individual development in our students by inspiring them to lean and by offering them many growth-promoting opportunities. We expect and promote moral responsibility and strive to develop strength of character within a respectful school community.

Our goal is to foster a lifelong passion for learning, understanding, and service in an ever-changing world.

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I. FOUNDATION

HISTORY

Southern Academy was incorporated as a nonprofit educational institution in 1965. The school opened its first academic year with an enrollment of 100 students in grades one through twelve.

In May 1973, the building that housed Southern Academy was destroyed by a tornado. In response, the parents and friends of Southern Academy constructed a new building in the fall of 1973. During the summer of 1978, an additional building containing four classrooms was constructed. This building was expanded in July 1981 to include four additional classrooms. In the summer of 2001, the elementary and secondary buildings were merged, adding two more classrooms. Today, Southern Academy includes 25 classrooms, a library, a gymnasium, a science laboratory, a cafeteria, and a field house with offices for coaches and facilities for dressing and weightlifting.

Southern Academy is accredited by the Southern Association of Colleges and Schools and the Alabama Independent School Association and undergoes reaccreditation every five years.

Since its founding, Southern Academy has experienced growth in its physical facilities, student enrollment, and—most importantly—the quality of education it provides. Today, Southern Academy is recognized as one of the outstanding private schools in the state of Alabama.

MISSION

Southern Academy is committed to providing a quality education in an academic environment that will nurture the growth and enhance the total development of each child mentally, physically, socially, environmentally, and spiritually.

BELIEFS

We believe each student should be able to reach his or her fullest potential in a safe, supportive, and academically sound environment.

We believe students should be provided with a variety of instructional techniques and materials necessary for academic success.

We believe students must be able to comprehend, master, and apply knowledge in order to become responsible, well-prepared, and productive young adults.

We believe the administration, faculty, staff, Board of Trustees, students, and parents must be committed to continuous improvement in order to foster self-directed, confident, lifelong learners.

BOARD OF TRUSTEES

Webb Holmes, Chairman
Rhett Cooper, Vice Chair
Mary Lemuel Wheeler, Secretary
Mary Quitman Holmes, Treasurer
Dusten Green
Kenley Harrison
Patrick Howard
Benji Friday

Ashley Kyser
Leslie May
Nich Parker
Grace Pruett
Jim Sealy
Chris Thomas
Nathan Bonds

2026-2027 ACADEMIC CALENDAR

<u>Date</u>	<u>Event</u>
August 3	Open House (4:00 p.m. – 6:00 p.m.)
August 4	Teacher Workday (No Students)
August 5	Professional Development Day (No Students)
August 6	First Day of School (Half Day – Dismissal at 11:30 a.m.)
September 7	Labor Day (No School)
October 9-12	Fall Break (No School)
November 2	Professional Development Day (No Students)
November 11	Veterans Day (No School)
November 23–27	Thanksgiving Holidays (No School)
December 14–16	Semester Exams (Half Days – Dismissal at 11:30 a.m.)
December 17 – January 1	Christmas Holidays (No School)
January 4	Teacher Workday (No Students)
January 5	Students Return (Full Day)
January 18	Martin Luther King Jr. / Robert E. Lee Holiday (No School)
February 15	Presidents’ Day (No School)
March 15–19	Spring Holidays (No School)
March 26	Good Friday (No School)
April 19	Teacher Workday (No Students)
May 10–12	Final Exams (Half Days – Dismissal at 11:30 a.m.)
May 13	Teacher Workday (No Students)
May 14	Graduation at 6:30 p.m.

The school calendar is subject to change during the school year.

II. ADMISSIONS POLICY

For a student to be accepted at Southern Academy, the following criteria must be met. AGE REQUIREMENTS (implementation of the age requirement for admission)

BIRTHDAY CUT-OFF FOR KINDERGARTEN AND FIRST GRADE

The Board of Trustees feels that students should be physically and socially mature to be successful in all grades, but especially in kindergarten and first grade, as these learning experiences provide the foundation for further education. Therefore, to be enrolled at Southern Academy, kindergarten students must be five years of age, and first grade students must be six years of age by September 1 of the school year in which they are considered for admission. Exceptions to this policy may be made by the administrator based upon the recommendation of the kindergarten and first grade teacher.

Pre-K3 – 3 years old on or before September 1 of attendance year

Pre-K4 – 4 years old on or before September 1 of attendance year

If a student turns three or four after September 1 and is admitted to preschool, the student may be required to repeat the preschool year to ensure placement with the appropriate cohort and to support grade-level readiness.

Kindergarten – 5 years old on or before September 1 of attendance year

First Grade – 6 years old on or before September 1 of attendance year

Students being admitted into kindergarten without prior attendance in the Southern Academy Pre-school will be given a kindergarten readiness test, as is currently administered for students in pre-K4. The applicant student will be required to complete a year of pre-K4 if he/she does not test ready for kindergarten. This testing will occur, ideally, by July 1, but no later than the beginning date of school. Pre-K4 students at Southern Academy are currently tested for kindergarten readiness. All readiness testing for kindergarten, including that for new applicants, will be performed by the counselor or designee.

NECESSARY DOCUMENTS

1. Certified Birth Certificate (not a hospital record) 2. Certificate of Immunization 3. Social Security Card (can be a copy)	4. Parent/Guardian Driver's License 5. All pre-existing standardized test documents
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TRANSFER STUDENTS

Students transferring to Southern Academy must meet the following requirements:

- Submit an official transcript from the previously attended school.
- Be in good academic, attendance, and behavioral standing at the previous school.
- Be in good financial standing with the previous school. Outstanding tuition or fees at a prior institution may delay or prevent final enrollment at Southern Academy.
- All new students applying for enrollment in grades 1 through 12 are required to complete an entrance exam administered at Southern Academy. Entrance exam results are one component of the admissions review process and are used to assess academic readiness. Students are expected to demonstrate performance generally aligned with grade-level expectations.

III. FINANCIAL OBLIGATIONS

FEES

Yearly costs associated with sports and extracurricular activities, lunchroom meals, and participation in field trips are not included in tuition and fees.

Foundation Fee-A \$1,000 Foundation Fee for new families is required unless a parent of potential students graduated from Southern Academy. Foundation fees may be paid in full with one post-dated check dated June 1, 2026 or with two \$500 checks dated June 1, 2026 & June 1, 2027. This fee is required to be collected prior to enrollment.

Testing Fee (new students)- A \$100 non-refundable check is required with application or no later than the day of the student's entrance assessment.

A Classroom Account Fee will be collected separately by the homeroom mom and shall not exceed \$75 per student.

Tuition / Book & School Fees / Building Fee (All ages, 3rd through 12th Grades)

Book & School Fees (INCLUDED IN TUITION - NO SEPARATE CHECK NEEDED): \$270 per student.

Building Fee (INCLUDED IN TUITION - NO SEPARATE CHECK NEEDED): \$250 per student.

TUITION RATES

One child: Per year: \$6,312.00 Per semester: 2 @ \$3,156.00 Per month: 12 @ \$526.00 Two children: Per year: \$10,920.00 Per semester: 2 @ \$5,460.00 Per month: 12 @ \$910.00 Three children: Per year: \$15,276.00 Per semester: 2 @ \$7,638 Per month: 12 @ \$1,273.00	Four children: Per year: \$19,308.00 Per semester: 2 @ \$9,654.00 Per month: 12 @ \$1,609.00 Five or more children: Per year: \$23,064.00 Per semester: 2 @ \$11,532.00 Per month: 12 @ \$1,922.00 After 5 children, a \$270.00 fee per child is required for books.
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APPLICATIONS WILL BE REJECTED WITHOUT POST-DATED CHECKS

PAYMENT OF TUITION (Three Methods)

1. *In Full – one check dated payable June 1, 2026*
2. *Per Semester – two checks: one dated payable June 1, 2026 and one dated January 1, 2027.*
3. *Monthly – Twelve post-dated checks (June 2026 - May 2027). Monthly tuition checks may be dated on the 1st or the 15th of each month, beginning with June 2026 and concluding May 2027. Should the 1st or 15th fall on a holiday or weekend, the checks will be deposited the following business day.*
4. *Families applying for the CHOOSE Act will be required to follow the 12 monthly payment procedures and will have checks held by the accountant as backup payment.*

RETURN CHECK POLICY

Checks returned for insufficient funds (NSF) or closed accounts will be subject to a \$30.00 handling fee. Returned checks will be turned over to the District Attorney's worthless check unit if not paid within a reasonable time period.

VII. STUDENT DISCIPLINE AND CONDUCT

FIGHTING / HARASSMENT / DISRESPECT TOWARD FACULTY AND STAFF

Harassment may be physical (including unwanted touching), emotional or mental (such as taunting, intimidation, or bullying), verbal, or cyber-related. Southern Academy does not tolerate any form of fighting or harassment on campus, during school-sponsored events, or at school-related functions.

Disciplinary action for fighting or harassment will be determined at the discretion of the Headmaster, who reserves the right to assess the severity of each incident. Legal action may be pursued against students and their parents or guardians found to be guilty of harassment.

Disrespect toward any faculty or staff member will not be tolerated. This includes, but is not limited to, targeting a faculty or staff member through harassment, intimidation, threats, or vandalism of personal or school property. Any such actions will result in serious disciplinary consequences and may include suspension, expulsion, or referral to legal authorities.

THREATS OF HARM

Any type of threat, written or spoken, will not be tolerated by the Board of Trustees. The administration and board are authorized to take any and all actions deemed necessary under the laws of the State of Alabama.

SOCIAL MEDIA

Interactions on social media can profoundly affect our students, faculty and staff, and school community. Social media dialogues and posts can also impact the reputation of Southern Academy. Students, staff, and parents are encouraged to use social media responsibly and in a positive manner.

The use of any form of social media at any time in a manner that reflects negatively on Southern Academy, its students, or its faculty and staff is absolutely prohibited. To this end, Southern Academy has a comprehensive social media policy to which students, staff, and the Southern Academy community must adhere.

For purposes of the social media policy, "social media" means any facility for online publication and commentary, including but not limited to websites, blogs, wikis, social networking sites such as Google+, Facebook, LinkedIn, Twitter, Flickr, Snapchat, Instagram, YouTube, and Tiktok.

SOUTHERN ACADEMY SOCIAL MEDIA COMMENTS AND PARTICIPATION POLICY

All social media sites, where Southern Academy is the subject, must be approved by the Southern Academy Board of Trustees and given administrative access. Once approved these will become a "sponsored site" and subject to the following policy.

For the privacy of users and their families, please assume that all postings to Southern Academy sponsored sites will be publicly available on the Internet and therefore publicly accessible without limitation or protection of any kind.

Please consider how much personal information to share, with the understanding that this information may be linked to your name and published on the Internet.

By posting a comment or other material to Southern Academy sponsored sites as outlined above, users give Southern Academy the irrevocable right and license to exercise all copyright, publicity, and moral rights with respect to any content you provide, which includes using your submission for any purpose in any form and on any media, including but not limited to: displaying, modifying, reproducing, distributing, creating other works from, and publishing your submission. Southern Academy reserves the right to review all comments before they are posted and to edit them to preserve readability for other users.

Southern Academy further reserves the right to reject or remove comments for any reason, including but not limited to our belief that the comments violate this Comment Policy, to determine in its sole discretion which submissions meet its qualifications for posting, and to remove comments for any reason, including but not limited to our belief that the comments violate this Policy. Any submissions that fail to follow this Policy in any way or are otherwise irrelevant will be removed.

We also reserve the right to amend this Policy from time to time in our judgment to address issues that may arise and changes in our operations or the law.

In posting material on Southern Academy sponsored sites, you agree not to:

- Post material that Southern Academy determines is threatening, harassing, illegal, obscene, defamatory, slanderous, or hostile towards any individual or entity.
- Post phone numbers, email addresses or other confidential information of students, faculty, or any person other than yourself. If you choose to post your own contact information for any reason, please be aware that the information will be available to the public and is, therefore, subject to misuse.
- Post material that infringes on the rights of Southern Academy or any individual or entity, including privacy, intellectual property, or publication rights.
- Post material that promotes or advertises a commercial product or solicits business or membership or financial or other support in any business, group, or organization except those which are officially sponsored by Southern Academy, except in designated areas specifically marked for this purpose.
- Post chain letters, post the same comment multiple times, or otherwise distribute “spam” via the Southern Academy sponsored site.
- Allow any other individual or entity to use your identification for posting or viewing comments.
- Post comments under multiple names or using another person’s name.

Southern Academy reserves the right to do any or all of the following:

- Ban future posts from people who repeatedly violate this Policy. We may effect such bans by refusing posts from specific email addresses or IP addresses, or through other means as necessary.
- Remove or edit comments at any time, whether or not they violate this Policy.

User agrees to indemnify and hold harmless Southern Academy, its affiliates, directors, employees, successors and assigns against any damages, losses, liabilities, judgments, causes of action, costs or expenses (including reasonable attorneys' fees and costs) arising out of any claim by a third party relating to any material user has posted on Southern Academy sponsored sites.

By posting a comment or material of any kind on a Southern Academy sponsored site, the user hereby agrees to the Policy set forth above.

CREATING AND MAINTAINING SPONSORED SOUTHERN ACADEMY SOCIAL NETWORKING SITES

All "sponsored" Southern Academy social networking sites must be approved by the Board of Trustees and should adhere to the following standards:

- Logos and graphics used on the site must be consistent with the branding standards and usage guidelines of the school.
- Sites that accept comments or postings by anyone other than the site administrator must be diligently monitored to ensure that information displayed fits within Southern Academy guidelines and is appropriate to the subject matter of the page. Site administrators will be held accountable for content of their sites to the Board of Trustees.

Any unauthorized use of the Southern Academy name or any of Southern Academy logos will be subject to disciplinary action and/or fines.

STUDENT USE OF SOCIAL MEDIA SITES

First and foremost, students are encouraged to always exercise the utmost caution when participating in any form of social media or online communications, both within the Southern Academy community and beyond.

Students who participate in online interactions must remember that their posts reflect on the entire Southern Academy community and, as such, are subject to the same behavioral standards set forth in the Student Code of Conduct.

Students are expected to abide by the following:

- To protect the privacy of Southern Academy students and faculty, students may not, under any circumstances, create digital video recordings of Southern Academy community members either on campus or at off-campus Southern Academy events for online publication or distribution.
- Students may not use social media sites to publish disparaging or harassing remarks about Southern Academy community members, athletic or academic contest rivals, etc.
- Students who choose to post editorial content to websites or other forms of online media must ensure that their submission does not reflect poorly upon the school.
- Any and all postings to social media sites that are deemed inappropriate for our students will be subject to disciplinary action. This includes, but is not limited to: any and all photographs taken during school hours, any and all videos taken during school hours, any and all pictures and/or videos taken that may reflect

negatively on Southern Academy and its community, and any and all comments that may be deemed as harassing, confrontational, or otherwise provoking towards another student, parent, or faculty member.

PARENTAL / ALUMNI / COMMUNITY USE OF SOCIAL MEDIA

Parents/Alumni/Community Members are expected to meet the same standards as students and faculty members when posting/commenting in any form of social media.

Remember your association and responsibility with Southern Academy in online social environments. If you identify yourself as a Southern Academy employee, student, former employee, alumni, parent, friend, or any other relationship, ensure your profile and related content is consistent with how you wish to present yourself with colleagues, parents, and students. Comments related to the school should always meet the highest standards of professional discretion.

CYBERBULLYING

Cyberbullying will not be tolerated. Harassing, dissing, flaming, condescending, impersonating, outing, tricking, excluding, and cyberstalking are all examples of cyberbullying. Do not send emails or post comments with the intent of scaring, hurting, or intimidating someone else.

Engaging in these behaviors, or any online activities intended to harm (physically or emotionally) another person, will result in severe disciplinary action and loss of privileges. In some cases, cyberbullying can be a crime. Remember that your activities are monitored and retained.

We encourage all students to help report any instances of suspected cyberbullying to the headmaster. This information will remain confidential.

Failure to abide by this policy, as with other policies at Southern Academy, may result in disciplinary action as described in this handbook, or as determined by the headmaster.

DISCIPLINE PLAN

Consequences for breaking school rules will be determined by the headmaster. These consequences include break detention, break exercise, after-school detention, Saturday detention, suspension, and corporal punishment.

The headmaster shall have absolute discretion to apply Saturday detention to a student for violation of any school rules, in lieu of that punishment set forth in the School Rule section of this handbook, as headmaster deems appropriate based on the circumstances of such violation. The scheduling of such Saturday detention, and the time of arrival and length thereof, shall be at the discretion of the headmaster and when assigned, attendance by the student shall be mandatory. The headmaster has the discretion to assign or not assign work detail on school grounds during such Saturday detention as he or she deems reasonable. Each student assigned Saturday detention shall be assessed a \$25.00 fee for each Saturday detention, payable upon arrival at Saturday detention. Failure to pay such fee shall result in inability of such student to take semester exams. Failure to timely attend Saturday detention shall result in assignment of subsequent Saturday detention or detentions or out of school suspension as the headmaster deems reasonable.

Suspension is out-of-school time determined by school officials. The fourth earned out-of-school suspension results in a recommendation to the Board for expulsion. The student will receive zeros on all work missed

not including long term assignments during suspension. The student is not allowed to participate in or be on school grounds during the suspension.

Expulsion – Reinstatement to attend school at Southern Academy will be determined by the Board of Trustees. All designated requirements from the Board will be followed upon readmission.

Violation of this policy may be issued only by staff personnel for offenses committed in their presence or admitted/proven guilty to accusation in case of teacher's absence.

IT IS THE POLICY OF SOUTHERN ACADEMY THAT ANY STUDENT MAY BE DISMISSED FROM SCHOOL BY THE BOARD OF TRUSTEES AT ANY GIVEN TIME DURING THE SCHOOL YEAR FOR FAILURE TO MAKE ADEQUATE ACADEMIC PROGRESS OR FOR BEING DISRUPTIVE IN THE EDUCATIONAL PROCESS OF THE SCHOOL.

CORPORAL PUNISHMENT FOR NURSERY AND KINDERGARTEN

Southern Academy teachers and/or headmaster WILL NOT administer any corporal punishment to children enrolled in nursery or kindergarten.

If a child behaves in a manner which is not conducive to a good learning environment, parents will be required to take appropriate action with their children. Parents are expected to take any action which they deem necessary to help ensure that the educational program proceeds, with an absolute minimum of disruption.

STUDENT CODE OF ETHICS

- A Southern Academy student is honest with himself/herself and with others.
- A Southern Academy student is expected to be respectful and courteous to others.
- A Southern Academy student is responsible for conduct, behavior, and safety in all school related activities here at school and while visiting away from school. The effectiveness of our code depends upon the use of it now and in the future.
- Students will display a positive attitude.
- Students will follow all school rules.
- Students will come to class on time prepared with supplies and assignments.
- Students will always do their best work.

SCHOOL RULES

PUBLIC DISPLAY OF AFFECTION (PDA) - Physical contact, hand holding, hugging, kissing, etc., are inappropriate behaviors in school and at school events.

SPORTSMANSHIP - Each student at Southern Academy is expected to exercise good sportsmanship at all athletic events both at home and away. This expectation applies to parents of Southern Academy students as well.

TOBACCO - The use or possession by any student of cigarettes, electronic cigarettes, vapor pens, or any other form of tobacco or nicotine products on school grounds or at school events is strictly prohibited. Punishment will be determined by the headmaster.

ALCOHOL - The use or possession of alcohol by any student on school grounds or at school events is strictly prohibited. The first violation during the school year will result in an automatic out-of-school suspension for three days, and on a second violation, the student will be expelled and not re-admitted without permission of the Board of Trustees. The term "use" shall include being under the influence of alcohol on school grounds or at school events (on or off campus.)

DRUGS - The use or possession by any student at any time or place of any illegal drug prohibited by the Alabama Controlled Substances Act will result in immediate expulsion of the student.

CHEATING - Cheating is forbidden at Southern Academy. (Plagiarism is considered cheating and is defined as using 5 or more consecutive words which are "word-for-word" from a source without giving documented credit to the original author.) The first offense will result in a zero on that assignment. The second offense will result in punishment determined by the headmaster. Parents will be notified of any violations. Any student caught cheating will be disqualified from being a member of the Honor Society.

CURSING - Any cursing, use of profanity, obscene language or gestures at school or at school events will result in detention hall the first time. Punishment for second offense will be at the discretion of the headmaster. The third occurrence will result in out-of-school suspension.

WEAPONS - Possession of/or use of weapons (guns, knives, explosives, etc.) is not permitted at school or at any school function. Weapons will be confiscated immediately. Possession of weapons will result in suspension with re-admission to school pending a board hearing.

STEALING - Stealing is forbidden at Southern Academy. Students guilty of stealing will be suspended out-of-school a minimum of three days, receiving zeroes in classes and will be required to return/replace in like or better condition any stolen property.

WITHDRAWAL - Students participating in or elected to positions in organizations or school extracurricular activities may not be included in the featured activity section of the school yearbook if they withdraw from or are released from the activity/organization any time during the time period for which the yearbook is compiled.

TRANSPORTATION - Any student participating in an athletic event or class field trip will ride in a pre-determined mode of transportation to the designated place or event. Special circumstances may be considered by the sponsor/coach/teacher with approval by the administrator prior to departure from school.

ELECTRONIC DEVICES - All electronic devices (cellular phones, iPads, etc.) are to be placed in a designated area or left in vehicles during the normal school day (7:48 a.m. 3:00 p.m.)

ALL CELL PHONES ARE TO BE TURNED OFF AND SECURED PRIOR TO ENTERING THE SCHOOL BUILDING. NO CELL PHONES ARE TO BE OUT DURING THE SCHOOL DAY. Possession of any such device will result in Out-of-School suspension.

MEDICAL APPOINTMENTS - Any student absent because of medical appointment(s) must bring an excuse from the doctor's office. Students are expected to schedule such appointments after school as is possible.

PORNOGRAPHY - Pornography of any kind is not accepted at Southern Academy. This offense will result in detention hall the first time. Punishment for the second offense is at the discretion of the headmaster, and out-of-school suspension for the third offense.

STUDENT PREGNANCY AND OR PARENTHOOD POLICY

This policy shall apply to a female student who becomes pregnant or a male student who fathers a child. A student will not be allowed to continue to attend school at Southern Academy during the pregnancy. The affected student will withdraw from Southern Academy during pregnancy.

- The school will allow the parents of the affected student to arrange an accredited home study course for the student to complete for the remainder of the pregnancy. Tuition should be paid throughout the home study period. The student's parent or guardian will cover any expense created by the home study course or related testing and shall be responsible for making all such arrangements.
- The affected student may return to school after the birth of the child and join his or her previous class, notwithstanding marriage due to the pregnancy, provided he or she has made sufficient academic progress, meets academic standards, return to class can be accommodated from a scheduling standpoint, and all financial obligations have been met.
- The determination of grade placement and time of reentry of student will be based on testing, administrative input, and discretion of the Board of Trustees.
- Any subsequent pregnancies by the same student will result in expulsion from Southern Academy.
- Full and timely disclosure of the pregnancy to the administration of the school is required for the student to be allowed to return to Southern Academy.

COMMUNICABLE DISEASES

Any student or staff with a communicable disease will only be allowed to return to the school setting when the certified medical doctor or state health agency has deemed them not contaminative to the school.

HEAD LICE

When a student is determined to have head lice, the student should be removed from the class and the parents called to take the student home for treatment as approved by a doctor or by the State Health Department. Due care must be taken not to embarrass the student. Said student will remain out of school for a minimum of two (2) days. While at home, the student should receive the first treatment and nits manually removed by the parent/guardian. Before returning to Southern Academy, the student should be declared nit-free by a doctor, registered nurse, or designated school official. As recommended by the State Health

Department, a second treatment should be given within a seven (7) day period. The student should then be reexamined following the second treatment. If nits or lice are found, the student will be removed from Southern Academy, and treatment procedures will be repeated.

DRUG POLICY

Southern Academy is dedicated to academic excellence and the development of personal, physical, and moral growth, and the well-being of its students. Substance abuse interferes with that development by its physical and emotional effect on an individual and its possible effect on those around that individual. Southern Academy is demonstrating its leadership and commitment to the school and community by instituting a drug testing program for students. This drug testing program is designed to help discourage illicit drug use. It is based on the principles of caring and helping, and its primary goal is to help avoid the problems associated with illicit drug use. It is further intended to empower parents/guardians with valuable information for assisting a child not in compliance with this policy.

While the primary goal of this policy is one of helping the student with this problem in the most effective and positive way possible, we, the Board of Trustees, also feel a responsibility to the remainder of the student body who are not dealing with these problems. Therefore, students are not permitted to use, possess, sell, convey, or distribute any illegal drug or controlled substance in any amount, in any manner, or be in possession of any illegal drug related paraphernalia. This includes prescription drugs not legally obtained and prescription drugs not being used in the manner prescribed.

Entry into or upon any school vehicle, offices, grounds, or facilities of the school by any person is conditioned upon the school's right to search the person, personal effects, and vehicles of any entrant for the above-mentioned items.

SCOPE OF THE DRUG TESTING PROGRAM

- Initial Testing – all new students enrolling at Southern Academy in grades 7 – 12 shall be tested prior to the beginning of the school year.
- Random – students will then be randomly selected for testing throughout the school year.
- Required – for reasonable suspicion as described below.

REASONABLE SUSPICION

If at any time, there is reasonable suspicion of drug use, school officials may require said student to undergo a drug test. Reasonable suspicion includes, but is not limited to, the following observations: reduced quality of work, patterns of unexcused absence from class, failure to attend extracurricular activities normally attended by the student, failure to perform class work, inability to get along with others, frequent tardiness, decreased manual dexterity, impaired short- term memory, periods of unusual hyperactivity, irritability, drowsiness, etc.

DRUG TESTING METHOD

- Initial testing – shall be by urine sample (THC, Cocaine, Mamp, Opiates, PCP, and K2 Spice)

- Random testing – 18 names will be pulled for each random test. All 18 will be urine samples (THC, Cocaine, Mamp, Opiates, PCP, and K2 Spice).
- Required testing for reasonable suspicion – the test may be hair or urine, at the discretion of the school.

CONSEQUENCES OF POSITIVE RESULTS

School personnel will not initiate criminal charges or other legal action against anyone testing positive. Refusal to submit to a drug test will result in consequences of a positive result.

FIRST INCIDENT – Student will be suspended for five (5) days. The student will be referred for a substance abuse evaluation through a licensed counselor or community agency acceptable to Southern Academy. This counselor or agency will provide recommendations to the family on the type of additional services that are required for successful completion of the program. The student and parent/guardian must seek this evaluation and follow all recommendations. All costs for this will be the responsibility of the parent/guardian. If a student or parent/guardian refuses to follow the conditions of the policy, the student will be dismissed from Southern Academy at that time. The first incident, student will be subject to additional drug screens by hair sample at his/her own expense. After two negative results, the student will be placed on the random list again. Upon a subsequent positive result during the above or thereafter, the student will be permanently expelled.

SELF-REFERRAL – Any student who, before providing a sample, by his or her own free will admits that he or she has a drug problem will be subject to requirements listed above except will not be suspended for five (5) days. The student may consult with his parent/guardian before making this decision.

SKIPPING CLASS - Any student skipping class will be given a zero on any assignment for that class or will be subject to consequences assigned by the administrator.

LUNCHES - Lunches must be bought in the lunchroom or brought from home. Lunches from outside establishments cannot be delivered during the school day.

HALL PASS- Any student in the hall during class must have a hall pass. Anyone without a pass may receive detention or another consequence as determined by the administrator.

IV. ACADEMIC STANDARDS AND GRADING

GRADING SYSTEM

A – EXCELLENT 90 – 100

B – GOOD 80 – 89

C – AVERAGE 70 – 79

D – BELOW AVERAGE 63 – 69

F – FAILURE 62 – BELOW

I – INCOMPLETE

HONOR ROLL

The honor roll consists of those students who have maintained an "A" or "A and B" average for the nine weeks. All courses carrying one full credit will be used for determining honor roll. Honor roll will include all grade levels except kindergarten.

EXAM EXEMPTION

Honor Society students will be allowed to exempt one exam first semester. All other students must take all first semester exams.

Any student in grades 7-12 in the academic curriculum, who has an overall A average in the class for the year with no more than five unexcused absences, may exempt the exam.

TRANSCRIPT OF SCHOOL RECORDS

The school will furnish, without charge, two transcripts of a student's record. A fee of \$1.00 will be charged for each additional transcript. This applies to those students whose parents have paid all tuition and fees. Transcripts will not be sent from Southern Academy for those students whose parents owe tuition or fees.

Students who have already graduated and are requesting transcripts will be assessed a fee of \$5.00 per transcript.

CHANGE OF SCHEDULE

No student will be allowed to change their schedule after ten days of the first semester. For second semester, all changes must be made prior to the first day of second semester. All schedule changes are made at the discretion of the headmaster.

V. PROMOTION / RETENTION POLICY

KINDERGARTEN

Promotion from kindergarten to first grade will be based on multiple criteria, including assessments throughout the year and the School Readiness Test (SRT Evaluation) given at the end of the year. Students must achieve a minimum cut-off score of Marginally Ready (MR) or Ready (R) on the SRT Evaluation. In addition, the final decision regarding promotion will consider the child's overall maturity and readiness as determined by the teacher and administrator.

Students who score NR (Not Ready) on the SRT Evaluation will not be promoted to first grade. No retesting opportunities will be offered during the summer. All promotion and retention decisions are final, based on progress made throughout the year and results of the SRT Evaluation.

GRADES ONE THROUGH SIX

If a child fails two or more subjects or reading, he/she will be retained in that grade. If a student is identified with any weakness in subject matter, material, or reading, parents will be contacted and a recommendation

for extra help or tutorial services will be made. It is strongly felt that a short summer school is not an adequate substitute for nine months of structured classroom instruction. The only possible exception to this policy would be (by permission of headmaster) if a child has a lengthy illness (20 or more days.) In this case, he/she may possibly be permitted to make up missed schoolwork with a certified teacher at the expense of the parents.

HIGH SCHOOL

"Core Courses" are defined as English, science, history, and mathematics courses for grades 9–12.

"Elective Courses" are courses other than Core Courses.

Each student shall earn the following cumulative credits to be promoted to the next grade:

- 9th Grade: 6 credits, including 4 Core Courses to be promoted to the 10th Grade
- 10th Grade: A total of 12 credits, including 8 Core Courses (for grades 9 and 10), to be promoted to the 11th Grade
- 11th Grade: A total of 18 credits, including 12 Core Courses (for grades, 9, 10, and 11) to be promoted to the 12th Grade.

A student who fails MORE than two courses, whether Core Courses, Elective Courses or a combination of Core and Elective Courses, will be retained in that grade for the upcoming school year and will be required to repeat the homeroom and all Core Courses for such grade in the upcoming year.

A student who fails NO MORE than two courses, whether Core Courses, Elective Courses, or a combination of Core and Elective Courses, will be allowed to make up the failed courses in summer school, which shall be defined as a Summer School Program or correspondence course during the summer as approved by the school administrator, to advance to the next grade. A student will not be required to make up Elective Courses provided he/she is otherwise meeting the yearly credit requirement. A student who fails to make up a Core Course will not be promoted to the next grade and will be required to repeat the homeroom and all Core Courses of such grade in the upcoming year.

NOTE: A child being retained in the SAME GRADE twice will be withdrawn from Southern Academy.

VI. GRADUATION REQUIREMENTS

Each student who graduates from an AISA accredited school will at least meet Alabama State Department of Education course requirements for an officially sanctioned state diploma. AISA diplomas are awarded upon completion of either the Advanced Academic Curriculum or the Academic Curriculum.

The following units must be earned for graduation from AISA accredited schools:

ADVANCED ACADEMIC CURRICULUM

Southern Academy requires 24 units

English – 4 units History – 4 units Mathematics – 4 units Science – 4 units Physical Education – 1 unit Foreign Language – 2 units	Health – ½ unit Life Sports – ½ unit Computer Science – 1 unit *Speech – ½ unit *Drama/Fine Art – ½ *Career Prep – 1 unit Other elective class – 1 unit
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Note: Grades earned in Algebra I before the ninth grade **will** earn a Carnegie Unit and **will** be counted toward the student's GPA.

ACADEMIC CURRICULUM

Southern Academy requires 24 units

English – 4 units History – 4 units Mathematics – 4 units Science – 4 units Physical Education – 1 unit Career Prep – 1 unit	Health – ½ unit Life Sports – ½ unit Computer Science – 1 unit *Speech – ½ unit Drama/Fine Art - ½ unit Electives – 3 units
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MATH & SCIENCE COURSE SEQUENCING

Math	General Track	Advanced Track
7 th	Pre-Algebra	Pre-Algebra
8 th	Pre-Algebra	Algebra 1
9 th	Algebra 1	Algebra 2
10 th	Algebra 2/Finance	Geometry
11 th	Geometry	Alg. III/Trig.
12 th	Essential Mathematics	Pre-Calculus

Science	General Track	Advanced Track
7 th	Life Science	Life Science
8 th	Earth Science	Earth Science
9 th	Biology	Biology
10 th	Physical Science	Chemistry
11 th	Chemistry	Anatomy
12 th	Anatomy	Physics

It is the policy of Southern Academy that each semester stands on its own. Failing a single semester in grades 9 - 12 will result in that semester being re-taken for credit.

COMMUNITY SERVICE / VOLUNTEER HOURS

In addition to the curriculum listed above, the following volunteer hours are required for graduation. Hours must be earned between the summer following eighth grade and graduation.

- Freshmen (Class of 2030) and subsequent classes (2030 and beyond): 48 hours of Community Service
- Sophomores (Class of 2029): 48 hours of community service
- Juniors (Class of 2028): 36 hours of community service
- Seniors (Class of 2027): 24 hours of community service

Forms are available at the front office, library & Counselor's office. Hours must be signed by a representative of the agency or organization where you volunteer.

VALEDICTORIAN AND SALUTATORIAN POLICY

The following policy has been adopted by the Board of Trustees in selecting the Valedictorian and Salutarian of the Senior class:

- Students must be enrolled in Southern Academy their Junior and Senior years to be eligible for consideration as Valedictorian and Salutarian.
- Students must be enrolled in the advanced academic curriculum to be eligible for Valedictorian and Salutarian.
- The grades received in the required courses in the core curriculum (courses required by the State of Alabama and Southern Academy) will be the only grades considered, excluding physical education and all electives. Further courses taken and grades received via summer school or correspondence will not be considered.

- The award will be given to the two students in the Senior Class who have the highest numerical grade averages carried to the decimal place necessary to eliminate all ties. For the purposes of the calculation, the grades used will be the grades made from the beginning of the ninth grade through the fourth week of the last nine weeks of the twelfth grade.

VIII. CONFERENCES

PARENT / ADMINISTRATOR CONFERENCE

If a parent has a concern or problem related to the educational program of the school, he/she should make an appointment with the headmaster or his or her designee. Conferences with the headmaster or designee may be arranged during the school day.

PARENT / TEACHER CONFERENCE

Parents are encouraged to visit the school and confer with the teachers and administrators concerning the progress of their children. Conferences with teachers should be arranged by telephoning the school and arranging an appointment. A teacher should not be interrupted during instructional time. Teachers should be contacted only at school – NOT AT HOME.

IX. ARRIVAL AND DISMISSAL

ADMISSION TO THE BUILDING

Morning Care will be available to all students at 7:00 a.m. At 7:30 a.m., students in Kindergarten through sixth grade will go to the early morning duty teacher. Students in grades 7 – 12 will go to their homeroom between 7:30 a.m. and 7:48 a.m.

DEVOTION, PLEDGE, AND DAILY ANNOUNCEMENTS

Devotion and the Pledge of Allegiance will be given daily over the school intercom. Students should respect these as a matter of reverence and patriotism. Announcements will appear on the morning report. Students, teachers, or organizations desiring announcements will write them in the form desired and have them in the office no later than 7:55.

ATTENDANCE

ABSENCES

Absences from school are considered excused or unexcused. Excused absences are granted for the following reasons: sickness, death in the immediate family, doctor or dental appointments, dire emergencies, and prior permission of the headmaster with consent of parent/guardian.

A student is considered absent if he/she checked out before 11:00 a.m. or checked in after 11:00 a.m. All absences and tardies must be approved by the headmaster or designee.

ONLY in unavoidable circumstances should a student be taken out of school before the end of the day.

WRITTEN EXCUSES

To be accepted as an excused absence, any student going to the doctor, dentist, court, or similar official business will be required to present an official, signed statement indicating the time and date of the appointment.

Students are allowed three (3) parent-note excused absences per semester. The excuse must be signed by the parent and state the date & reason for the absence. After the third absence, students must have a doctor's note or administrative approval.

Students in grades 7-12 should bring a signed excuse to the office. The student will then receive a blue slip to be signed by each teacher.

If a student fails to bring a note within two days, the absence will be classified as unexcused, and the student will not be allowed to make up work missed during this absence. Students in grades 1-6 should bring excuses for being absent to the homeroom teacher.

Students who are granted excused absences will not be penalized in their work provided they make up the work missed. The student is responsible for contacting his/her teacher within 3 days to make up all work and tests. Example: Student is absent from class on Monday, he/she is expected to get the assignments missed on Tuesday and turn it in on Thursday.

EXCESSIVE ABSENCES

A student who is absent **more than 10 days per semester or 20 days in a school year** may not receive credit for work done in that school year unless arrangements are made for tutoring at parental expense with permission from the Headmaster and the Board. A student is considered absent from class if more than half of the time allotted for the class is missed. Attendance becomes part of students' permanent school records.

LEAVING SCHOOL DURING THE DAY

Checking in after 11:00 or checking out before 11:00 counts as a full day's absence.

Permission to leave campus for any reason must be approved by a parent and administrator.

A student who plans to leave school before the end of the day must go to the office before homeroom and present a note from his/her parents stating the specific reason and other pertinent details.

The student will be issued an Early Dismissal Form. The student is responsible for having the homeroom teacher and teachers of classes he/she will miss sign the early dismissal form before returning it to the office and leaving school. Failure to properly obtain an Early Dismissal Form will result in an unexcused absence.

Early checkouts do not alter class assignments. All assignments are due as scheduled by each teacher.

Any time a student misses part of a school day and returns to school, he/she must get an admittance slip from the office.

Five (5) unexcused checkouts result in one day of in-school suspension.

WORK RELEASE AND DUAL ENROLLMENT RELEASE

Participation in Work Release and Dual Enrollment Release is considered a privilege, not a right. Secondary students approved for release during the school day must be in good academic and behavioral standing, meet all credit requirements, and complete all required documentation as outlined by Southern Academy prior to approval.

All necessary forms must be submitted and approved by the administration before a student is permitted to leave campus for work or dual enrollment coursework. Failure to maintain acceptable academic performance, behavior, attendance, or documentation compliance may result in the revocation of release privileges at the discretion of the administration.

Southern Academy reserves the right to review eligibility on an ongoing basis to ensure students remain in compliance with school policies and graduation requirements.

TARDIES

Students who are late to school or class cause a disruption for the teacher and the other students. Tardiness to school will be excused only for bus delays and severe weather. All other situations will be decided by the headmaster.

All students must be in their homeroom classes when the 7:48 a.m. bell rings.

High school students who are tardy must report to the office prior to attending class.

ELEMENTARY SCHOOL TARDY POLICY

After 3 unexcused tardies, a letter to parent(s)/guardian(s) will be sent by the administrator. The letter must be signed and returned to the administrator by the parent/guardian.

Upon receiving an additional unexcused tardy, a meeting with the parent(s)/guardian(s) and the administrator and/or board representative will be held.

After meeting with parent(s)/guardian(s) every third unexcused tardy will result in detention.

The above shall apply to tardies of any length of time after the 7:48 a.m. bell rings.

HIGH SCHOOL TARDY POLICY

Every third unexcused tardy results in detention.

Every sixth excused tardy results in a detention (this applies to classroom as well as homeroom.)

TRUANCY REPORT

Ten absences will result in the student being reported to the proper truancy authority/court by the headmaster.

DRESS CODE POLICY

The school dress code applies to school events including, but not limited to field trips, sports banquets, school dances, etc., except where the Formal Wear Dress Code shall apply to the homecoming lead-out, beauty walk, and prom.

- All students should use good taste and judgment in their dress at all times.
- Shoes are to be worn at all times by all students.
- Hats ARE NOT to be worn inside the building and are to be kept in lockers.
- T-SHIRTS WITH ALCOHOL AND/OR OTHER DRUGS, CIGARETTE OR OBSCENE SLOGANS OR GRAPHICS WILL NOT BE PERMITTED AT ANY TIME.

PreK – 3rd Grade

Clothing should be in good taste for the age, maturity, and size of each student. No midriffs or undergarments are to be exposed at any times. The teacher and/or administrator has the authority to determine inappropriate or unacceptable dress.

4th Grade – 12th Grade

- All students must have clean, neat haircuts. For boys, lengths may not be below eyebrows, below earlobes on sides, or touching collars. Mohawks are not allowed.
- Boys must be clean shaven. Sideburns cannot come below the middle of the ear.
- Boys are not allowed to have piercings. Girls are allowed to have ear piercings only.
- Permanent body art (tattoos) shall not be exposed.
- Students cannot wear bike shorts, halter tops, crop-tops, or anything that shows midriff.
- Sofie-style shorts, tennis skirts, leggings, yoga pants and spaghetti straps are not to be worn.
- Boys cannot wear tank shirts.
- Girls may wear tank tops underneath sheer blouses as long as the bra strap is not visible and the midriff is covered.
- Sleeves and all blouses and dresses must come to the edge of the shoulders.
- Girls must always wear a bra.
- Shorts (all students), skirts, and dresses must be no shorter than 3 inches above the top of the knee cap
- “Skinny pants” (jeggings) are to be treated as leggings.
- The waistline of all pants, shorts, and skirts must be worn at the waist at all times.
- There should be no holes in pants. (No skin showing)

- No lounge pants or pajama bottoms are to be worn.
- No hats are to be worn in the building. Hoods on hoodies are considered hats.
- No house shoes/slippers.

For 7th through 12th grades, monitoring dress code shall occur in homeroom by the homeroom teacher. For late check in, the teacher of the first class attended will monitor the dress code.

Dress Code Violation Consequences

The following shall apply to students in grades 7 through 12:

- First offense – verbal warning, call to parents, and student must immediately adhere to proper dress code
- Second offense – early morning detention
- Third offense – 1 day of in-school suspension
- Each additional offense in the same school year shall result in 1 day out-of-school suspension.

ALL VIOLATIONS, REGARDLESS OF THE PUNISHMENT, AND REGARDLESS OF THE GRADE OF THE STUDENT, SHALL BE CORRECTED IMMEDIATELY WITH THE STUDENT CHANGING INTO THE APPROPRIATE ATTIRE THAT IS DRESS CODE COMPLIANT.

PROM / FORMAL ATTIRE DRESS CODE

There are hundreds of beautiful, tasteful, and appropriate dresses available for prom, Beauty Walk, and other formal events. If you have questions concerning your dress, it is your responsibility to seek prior approval from the administration and event sponsors.

LADIES:

- Dresses may be strapless (if they fit properly) or include spaghetti straps.
- Dresses may be backless, provided they are not cut below the navel.
- Two-piece dresses MUST overlap at the waist -- meaning the top MUST overlap the skirt waistband.
- Midriffs will not be exposed. This includes both front and side. With arms down at your side, if flesh touches flesh, the dress is inappropriate.
- Dresses may not have a slit that exceeds mid-thigh. This is fingertip length.
- Dresses may not be cut below the bust line.
- Undergarments should not be visible. See-through apparel is not permitted.
- Garments that are tight or low-cut are also unacceptable.

GENTLEMEN:

Formal prom attire may be classified as a tuxedo or dress suit, including a tie or bow tie, a dress shirt, which may include a vest or cummerbund, and dress shoes. Shirts are to be worn at all times. Tennis shoes and athletic shoes are unacceptable.

If you are bringing a date to prom from another school, it is YOUR RESPONSIBILITY to make her aware of our dress code policy. Prom is a formal and special night for Southern Academy students. We hope to maintain the integrity and formality of this night by implementing this simple dress code. Any student not appropriately dressed will be turned away at the door.

CARE OF SCHOOL PROPERTY

The walls, furniture in the classrooms, library, gym, and all fixtures in the school have been provided at great expense and sacrifice. Every student must refrain from defacing or destroying any school property. Any willful defacing or destruction of school property will be repaired/replaced at the parents'/students' expense and effort. A one day out-of-school suspension will be served by the student(s) involved. The same rule applying to care of school property also applies to teachers' personal property on the school premises.

Students should place all trash in containers provided. Littering inside the building or on outside grounds will result in the student doing appropriate cleanup or pick-up of the area.

Students are not allowed to be on the basketball court at any time for any reason unless they are wearing tennis shoes. The gymnasium will not be used as a walk through. The floor covering on the basketball court can easily be damaged by street shoes. Since this floor covering was very expensive, we must take good care of it at all times.

VANDALISM (Act 94-819)

The parents, guardian, or other person having control of any minor under the age of 18 with whom the minor is living and who have custody of the minor shall be liable for the actual damages sustained to school property, plus the court costs, caused by the intentional, willful, or malicious act of the minor.

PARKING REGULATIONS

All students are to comply with the following regulations to park their cars on campus during the day. Students not complying with the following rules will lose the privilege of having a vehicle on campus.

- All students will purchase a parking space at Southern Academy for \$10.00. Designated parking spaces will be assigned by the Student Government Association.
- Parking decals will be issued and assigned parking spaces will be monitored.
- Cars parked on campus must not contain any alcoholic beverages, illegal drugs, fireworks, weapons, or any other contraband materials. Vehicles may be searched by school officials or law enforcement officers without prior permission.

- Students who arrive at school before 7:30 are to park their cars in the designated parking space and go directly to the media center. They will remain there until 7:30, at which time they will report to their homeroom.
- Students are not to sit in cars during the school day.
- Students are not to be in the parking lot during the school day without a pass from the office or a teacher. This is to protect cars from theft and vandalism.
- Students are encouraged to be extremely careful entering and leaving the parking lot. Remember, there are small children enrolled at the school.
- Reckless driving will result in the immediate loss of driving privilege on campus. In such case, the parents will be notified.
- Traffic through campus is always one-way. You should enter from Armory Street and exit at State Street only.
- No unlicensed driver may bring a car or truck to school.

LOCKERS

Students are urged to buy a lock (with 2 keys – the homeroom teacher keeps the spare in his/her desk.) Lockers should always be locked. You are responsible for your own locker. If you do not have a lock on your locker, do not complain if you have something taken out of or put into your locker.

Students are urged to go to their locker before school starts, during break, and lunch to obtain enough books for classes between those times. This will help with traffic flow throughout the day.

Shelves in the halls are for day use only. Items must be put in lockers or taken home at the end of the day. Anything left on the shelves after the end of the school day will be put in the headmaster's office and the student will have to report to him or her to retrieve those items.

LIBRARY

The library is provided to assist students with their studies. The following rules should be followed:

- Students using the library should be considerate of others working there.
- Reference books should not be taken from the library without special permission from the librarian.
- All books checked out are due back two weeks from the check-out date.
- A fine of 05¢ per day is charged for each overdue book.
- The student who checks out an item is responsible for it. If a book is lost or damaged, the student to whom the book is checked out must pay for it. If a friend wants to read a book you have checked out, the book should be returned, and the friend should check it out. At home, the student must keep books out of the reach of little brothers, sisters, and pets.

- Books should be returned on or before the due date as a consideration to those who may need them. If a student is absent on the day his/her books are due, he/she should return them the first day back to school or have someone else return them.
- A student wishing to use the library during school hours must have a pass from his/her teacher.
- Any student wishing to make copies from any source must have a note from his/her classroom teacher. Copies are 10¢ per page.
- The library has a Challenged Book Policy.

ATHLETICS

Southern Academy has been fortunate to provide an outstanding athletic program for many years. All students are encouraged to participate in some area of the athletic program. The athletic program includes sports offered by Southern Academy and approved by AISA. All student athletes must meet the following minimum requirements at each grade level to be eligible for sports:

- Seventh-grade students must have passed the sixth grade the previous academic year and been promoted to the seventh grade.
- Eighth-grade students must have passed the seventh grade the previous academic year and been promoted to the eighth grade.
- Ninth-grade students must have passed the eighth grade the previous academic year and been promoted to the ninth grade.
- Seventh- and eighth-grade students must pass five subjects in the first semester to be eligible for the second semester.
- Tenth- through twelfth-grade students must have passed six new Carnegie units during the previous academic year to be eligible for the first semester.

NOTE: A minimum of four core curriculum credits must be included in this requirement. Ninth- through twelfth-grade students may earn and/or retain second semester eligibility by passing three new Carnegie units during the first semester of the current year.

NOTE: A minimum of 1.5 core curricular credit/courses must be included in this requirement. Core curricular subjects include English, history, math, and science.

Any fan guilty of unsportsmanlike involvements with the players, coaches, officials, and other fans before, during or after any AISA interscholastic event may be fined \$500.00 and the school(s) represented by the involved may be placed on a minimum of one year probation.

THE AISA WILL NOT TOLERATE AND/OR CONDONE DEMONSTRATIONS OF POOR PROFESSIONALISM OR SPORTSMANSHIP, ESPECIALLY DISPLAYS WHICH LEAD TO ALTERCATIONS AND/OR FORFEITURE.

THE AISA ATHLETIC COMMITTEE AND THE AISA STATE BOARD WILL TAKE A VERY FIRM AND RIGID STAND IN MATTERS OF THIS CONCERN AND WILL LEVY HARSH SANCTIONS ON THOSE INVOLVED.

SAFETY

VISITORS

Any person not employed by the school board is considered a visitor. As a safety precaution, you must sign in at the office, state the purpose of your visit, and receive a visitor pass.

STUDENT VISITORS

Southern Academy students will not be allowed to have visitors during regular school hours (7:48 a.m. 3:00 p.m.) In addition, anyone wishing to see a staff member during school hours must make a request at the school office in order to minimize disruptions of class time.

TORNADO DRILLS

Tornado drills will be held once every nine weeks and frequently during the tornado season. All students will take cover in the assigned areas against corridor walls. The school bell will ring when the drill is over, at which time the students will return to classes. Teachers will stress orderly conduct at all times.

FIRE DRILLS

Fire drills will be held at least once every nine weeks at announced and unannounced times. When the signal has been given, the teacher will direct the class as to the procedure for leaving the room and the correct exit to take. **NO STUDENT OR TEACHER IS TO ENTER THE BUILDING DURING A FIRE DRILL.** The school bell will signal students and teachers to re-enter the building by the same exits used to leave the building.

CRISIS MANAGEMENT/RELOCATION PLAN

Southern Academy's Crisis Management/Relocation Plan is available for review the office.

STUDENT ORGANIZATIONS

NATIONAL HONOR SOCIETY

The purpose of the National Honor Society is to reward outstanding students and encourage service to the school and community. The National Honor Society represents the high ideals of scholarship, leadership, character, and service.

Membership

- Grades 10-12
- Only students in the Advanced Academic Curriculum will be eligible.
- Eligible students must have an average of 90 or above at the end of the year.

To determine a student's average, add all yearly averages in each core course with a numerical grade and divide by the number of subjects. Semester averages of subjects such as Government/Economics should be averaged together for a yearly average. After these qualifications are met, the student's name is submitted to the high school faculty for approval. The approval must be a majority of the faculty.

Seniors may only be admitted into Honor Society by averaging their grades at the end of the third nine weeks of their senior year. To determine a senior's average, add all numerical grades on the report cards (minus semester averages) and divide by the number of grades.

If a student fails to maintain the required average for one nine weeks, he/she is placed on probation for the next nine weeks. If the student does not bring his/her grade up during the probationary nine weeks, he/she is removed from the Honor Society and cannot be readmitted.

Cheating will result in automatic expulsion from the Society.

Suspension from school will result in automatic expulsion from the Society.

Dues

Dues are necessary to finance affiliation fees, the induction ceremony, and sponsorship of a day during Teacher Appreciation Week by providing snacks and lunch for the faculty and staff. The amount of dues is \$20.00.

Induction Ceremony

This ceremony is held at the beginning of the year for the tapping of new members in grades 10-12, based on their yearly averages of the previous year. Letters of invitation are sent to parents. The ceremony is held in the gym, with the officers explaining the purpose of the organization and the qualifications for membership, followed by the "tapping" of the new members. After the tapping, old and new members repeat the pledge. Following the ceremony, a reception is held for club members, their families, and faculty members.

Honor Society Award

The high school faculty selects a senior member of the Honor Society who best exemplifies the qualities of scholarship, leadership, character, and service. This selection is done by secret ballot, with the advisor counting the votes. The student who wins this award is presented an engraved plaque on Senior Day.

National Junior Honor Society

The purpose of the National Junior Honor Society is to reward outstanding academic students and encourage service to the school and community. The National Junior Honor Society represents the high ideals of scholarship, leadership, character, and service.

Membership

A student in grades 7-9 who has a 90 average for the previous year and has not been in and removed from the National Junior Honor Society is eligible for membership. To determine a student's average, add all yearly averages in each course with a numerical grade and divide by the number of subjects. After these qualifications are met, the student's name is submitted to the faculty for approval. The approval must be a majority of the faculty.

If a student fails to maintain the 90 average for one nine weeks, he/she is placed on probation for the next nine weeks. If he/she does not bring his average back up to the 90 during the probationary nine weeks, he/she is removed from the National Junior Honor Society and cannot be readmitted.

Dues:

Dues are necessary to finance affiliation fees, induction ceremony, and sponsorship of a day during Teacher Appreciation Week by providing snacks and lunch for the faculty and staff. The amount of dues is \$20.00.

Induction Ceremony:

This ceremony is held at the beginning of first semester for the tapping of new members in grades 7-9 based on their average of the previous year. Letters of invitation are sent to parents. The ceremony is held in the gym, with the officers explaining the purpose of the organization and the qualifications of membership, followed by the "tapping" of new members. After the tapping, old and new members repeat the pledge. Following the ceremony, a reception is held for club members, their families, and faculty members.

Community Service:

Honor Society members are required to complete eight (8) hours of community service during the school year. These projects must receive prior approval from the sponsor. Honor Society hours will count toward the community service hours required for graduation.

Student Government Association

The Student Government Association is the connecting factor between the student body and the administration of Southern Academy.

The executive counsel of the Student Government Association (SGA) will consist of the following elected officials:

- President (Must be a senior & have been a member of SGA.)
- Vice-President
- Secretary
- Treasurer
- Reporter

- Parliamentarian
- Chaplain (Must be a sophomore, junior or senior.)

SGA officers are elected by secret ballot by grades 6 – 11, and the SGA sponsor is responsible for preparing the ballots. Ballots are counted by the SGA sponsor and the administrator or a designated person. Two SGA representatives are elected from each homeroom at the beginning of each school year.

The SGA community projects include a blood drive in cooperation with the American Red Cross, and projects in cooperation with the Department of Human Resources, Hale County Hospital Home Health, or other community organizations.

School projects include operating the Student Store and recognizing teachers during National Education Week.

Elementary Student Government Association

The executive counsel of the Elementary Student Government Association (ESGA) will consist of the following elected officials:

- President (must be a sixth grader)
- Vice-President (must be a fifth grader)

ESGA officers are elected by secret ballot by grades one through five. Ballots are counted by the administrator or designated person.

A representative is appointed to ESGA by each homeroom teacher in grades one through four at the beginning of each year.

The projects include collecting canned goods at Christmas in cooperation with the Department of Human Resources as a community project. ESGA also cooperates with SGA by operating the Student Supply Store cart to the elementary classes twice a week as their school project.

2026 – 2027 FACULTY / STAFF ROSTER

Bobby Beasley, Headmaster

Jessica Washburn, Elementary Administrator

Cynthia McGill, Secondary Administrator

ELEMENTARY	TEACHER	AIDE
Pre-K 3	Jamie Taylor	Emily Toews
Pre-K 4	Heather Reilly	Mary Reed
Kindergarten	Julie Maxie	
Kindergarten		
1 st	Michelle Harless	
1 st	Anna Mary Harrison	
2 nd	Lindsey Sims	
3 rd	Sailey Nichols	
3 rd	Emma Leuthner	
4 th	Jessica Washburn	
5 th /6 th	Patty Burroughs	
5 th /6 th	Amanda Bovis	
5 th /6 th	Leshae Agee	
Elementary PE		
HIGH SCHOOL		
Secondary Teacher	Subject Areas	
Cynthia McGill	Science	
Karmen McCrory	Science	
Melissa Beasley	Math	
Anita Smith	Math	
Paula Fultz	Spanish, Computer	
Jim Putman	History	
Julie Anna Perry	English	
Nancy Wright	English	
Ronny Hughes	History, Elective	
Kyle Maxie	PE, Elective	
Patrick Reilly	PE, Elective	
Mike Battles	Athletics, Weights	

Support Faculty and Staff	
Personnel	Position
Michelle McCrory	Bookkeeper
Sara Beth Drury	Counselor/Registrar
Rejeana Gvillo	Counselor
Emily Mullenix	Librarian, Elementary Computer
Beth McClendon	Pre-K Director
Meg Eubanks	Office Manager
Pam Sims	Lunchroom Manager
Italie Harper	Lunchroom Assistant Manager
Labrina Beverly	Lunchroom Staff
Amy Leuthner	Lunchroom Staff
Randy McCrory	Custodian
Phil Burroughs	Custodian

STATEMENT FROM THE BOARD OF TRUSTEES

NO REGULATION OF THIS HANDBOOK WILL BE MODIFIED UNLESS IT HAS ADMINISTRATIVE APPROVAL.

ALL RULES AND REGULATIONS IN THIS HANDBOOK HAVE BEEN APPROVED BY THE BOARD OF TRUSTEES OF SOUTHERN ACADEMY.

NOT WITHSTANDING THE SPECIFIC PROVISIONS CONTAINED HEREIN, THE BOARD OF TRUSTEES SHALL HAVE THE DISCRETION TO IMPLEMENT AND ENFORCE SUCH MEASURES AS ARE IN THE BEST INTEREST OF HEALTH, SAFETY, AND WELFARE OF THE STUDENTS OF SOUTHERN ACADEMY.