

## **Pee Dee Academy Alma Mater**

During the 1970-1971 academic year, a committee of students was selected to help formulate ground rules for the Alma Mater contest. Several entries were received, but the committee felt that more entries would offer a more honest representation. The committee was unable to finalize on any particular entry and made tentative plans to have the contest again for additional entries, evaluation, and selection.

The 1972-1973 Student Council under President Randy Dozier, Class of 1973, moved forward in the selection of an Alma Mater. A new committee of students and faculty was selected. This committee asked students for additional entries. As entries were supplied, the committee evaluated and selected words and music submitted by alumna Ashley Mace, Class of 1971. The melody of the music was taken from the hymn, "Eternal Father Strong to Save ". The new Alma Mater was initiated during the year at pep rallies, basketball games, academic classes, music classes, student assemblies, and graduation. As students became more familiar with the Alma Mater, its impact began to be evident. Our Alma Mater is loved by all and will be enjoyed by many down through the years.

### **Alma Mater**

Forever in our hearts and minds.  
Pee Dee Academy brightly shines.  
A home that greets with friendship warm  
Each son who'll n' ere forget her charm.  
Oh, hear our voices thundr'ing strong  
In praise and honor ever long!

Her golden wings so brave and wide  
Fill every soul with Eagle's pride.  
Her head uplifted to the sky  
Instills the pow'r and will to fly.  
Oh, hear our voices ringing clear  
And loud, till all the world can hear!

*-Lyrics by Ashley Mace Havird, 1971*

### **Pee Dee Academy Colors**

Royal Blue, Gold and White

### **Pee Dee Academy Mascot**

The 1970-1971 student body of the Academy adopted through secret ballot the official mascot. The mascot is the "Golden Eagle."

### **Pee Dee Academy Motto**

*"Strength Through Knowledge"*

## **Pee Dee Academy Class Ring**

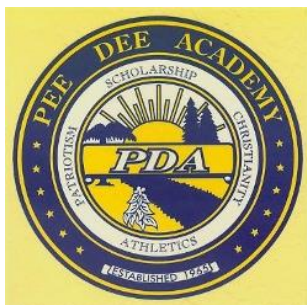
The 1970-1971 Academy's student body selected a ring committee for the purpose of designing a class ring. This committee worked hard and diligently to select a design that would be meaningful, not only to the first graduating class of 1971, but for future graduating classes that would reach that milestone.

The ring design was finalized and made official by the student body. A photograph of the ring can be seen in the Academy's general office.

## **Pee Dee Academy Seal**

During the summer of 1970, Mr. Tim Barrineau was requested to help design an appropriate seal. He was asked to incorporate the four (4) basic objectives of the Academy (Scholarship, Christianity, Patriotism, and Athletics) into the design. His basic design was adopted by the students after Mr. Irvin Dodge of Marion modified the basic layout and gave color to the design. Mr. Dodge also presented the Academy with a large replica of the seal which is displayed in the high school building.

The seal is found on the class ring, stationary and envelopes, certificates of awards, and the Pee Dee Academy diploma.



## **Guidance Program**

The purpose of the guidance program is to help each individual student achieve his or her highest growth mentally, emotionally, and socially. We try to achieve these goals in the following ways:

- 1) Help each new student feel at home in the Academy with new teachers and friends.
- 2) Individual conferences are available to each student when he or the counselor deems it necessary.
- 3) The testing program is designed to help students learn as much as possible about their capabilities.
- 4) The counselor welcomes the opportunity to talk things over with any student or parent. However, there will be scheduled summer advisement meetings for each Junior and Senior with his/her parents

## **Diploma Requirements**

Effective Date: 2011-12 Academic Year

<u>Subjects:</u>	<u>Units:</u>
English	4
Math	4
Lab Science	3
Foreign Language	2 (must be the same)
Social Studies	3 (US History 1, US Government .5, Economics .5)
Fine Arts	1
Physical Education/ Health	1.5
Computer	1
Electives	3 (must have at least one unit of advanced math, advanced science or 3 <sup>rd</sup> year Spanish)
Total:	22.5

\* All students are required to take a unit class in English and Math each year.

## **South Carolina Uniform Grading Policy** **Uniform Grading Scale**

The uniform grading scale and the system for calculating GPAs and class rank will apply to all courses carrying Carnegie units, including units earned at the middle or junior high school level.

All report cards and transcripts will use numerical grades for courses carrying Carnegie units. Transcripts and report cards will specify the course title and the level or type of course the student has taken (e.g., English I, Algebra II Honors, AP U.S. History). The grading scale must be printed on the report card. Grades in courses carrying Carnegie units will be converted according to the Grade Point Conversion Table. The table below shows numerical breaks for letter grades and the weighting of grades for specified courses.

### South Carolina Uniform Grading Scale Conversions

Numerical Average	Letter Grade	College Prep	Honors	AP/IB/ Dual Credit
100	A	4.875	5.375	5.875
99	A	4.750	5.250	5.750
98	A	4.625	5.125	5.625
97	A	4.500	5.000	5.500
96	A	4.375	4.875	5.375
95	A	4.250	4.750	5.250
94	A	4.125	4.625	5.125
93	A	4.000	4.500	5.000
92	B	3.875	4.375	4.875
91	B	3.750	4.250	4.750
90	B	3.625	4.125	4.625
89	B	3.500	4.000	4.500
88	B	3.375	3.875	4.375
87	B	3.250	3.750	4.250
86	B	3.125	3.625	4.125
85	B	3.000	3.500	4.000
84	C	2.875	3.375	3.875
83	C	2.750	3.250	3.750
82	C	2.625	3.125	3.625
81	C	2.500	3.000	3.500
80	C	2.375	2.875	3.375
79	C	2.250	2.750	3.250
78	C	2.125	2.625	3.125
77	C	2.000	2.500	3.000
76	D	1.875	2.375	2.875
75	D	1.750	2.250	2.750
74	D	1.625	2.125	2.625
73	D	1.500	2.000	2.500
72	D	1.375	1.875	2.375
71	D	1.250	1.750	2.250
70	D	1.125	1.625	2.125
69	F	1.000	1.500	2.000
68	F	0.875	1.375	1.875
67	F	0.750	1.250	1.750
66	F	0.625	1.125	1.625
65	F	0.500	1.000	1.500
64	F	0.375	0.875	1.375
63	F	0.250	0.750	1.250
62	F	0.125	0.625	1.125
0-61	F	0.000	0.000	0.000
61	FA	0.000	0.000	0.000
61	WF	0.000	0.000	0.000
-	WP	0.000	0.000	0.000

Effective 8-15-16

10 Point Grading Scale

South Carolina Uniform Grading Scale Conversions				
Numerical Average	Letter Grade	College Prep Weighting	Honors Weighting	AP/IB/Dual Credit Weighting
100	A	5.000	5.500	6.000
99	A	4.900	5.400	5.900
98	A	4.800	5.300	5.800
97	A	4.700	5.200	5.700
96	A	4.600	5.100	5.600
95	A	4.500	5.000	5.500
94	A	4.400	4.900	5.400
93	A	4.300	4.800	5.300
92	A	4.200	4.700	5.200
91	A	4.100	4.600	5.100
90	A	4.000	4.500	5.000
89	B	3.900	4.400	4.900
88	B	3.800	4.300	4.800
87	B	3.700	4.200	4.700
86	B	3.600	4.100	4.600
85	B	3.500	4.000	4.500
84	B	3.400	3.900	4.400
83	B	3.300	3.800	4.300
82	B	3.200	3.700	4.200
81	B	3.100	3.600	4.100
80	B	3.000	3.500	4.000
79	C	2.900	3.400	3.900
78	C	2.800	3.300	3.800
77	C	2.700	3.200	3.700
76	C	2.600	3.100	3.600
75	C	2.500	3.000	3.500
74	C	2.400	2.900	3.400
73	C	2.300	2.800	3.300
72	C	2.200	2.700	3.200
71	C	2.100	2.600	3.100
70	C	2.000	2.500	3.000
69	D	1.900	2.400	2.900
68	D	1.800	2.300	2.800
67	D	1.700	2.200	2.700
66	D	1.600	2.100	2.600
65	D	1.500	2.000	2.500
64	D	1.400	1.900	2.400
63	D	1.300	1.800	2.300
62	D	1.200	1.700	2.200
61	D	1.100	1.600	2.100
60	D	1.000	1.500	2.000
59	F	0.900	1.400	1.900
58	F	0.800	1.300	1.800
57	F	0.700	1.200	1.700
56	F	0.600	1.100	1.600
55	F	0.500	1.000	1.500
54	F	0.400	0.900	1.400
53	F	0.300	0.800	1.300
52	F	0.200	0.700	1.200
51	F	0.100	0.600	1.100

## **Examinations**

Students in grades seven through twelve will stand semester examinations which will count one-fifth of the semester average. Last semester Seniors may exempt exams for any subject in which they have a passing average for the year and meet the PDA standard of attendance.

### **Headmaster's Honor Roll** (Academic Policy Effective 08-15-16)

In order for a student to be eligible for the Headmaster's List, all grades for a nine weeks period must be 93 or above.

### **Honor Roll** (Academic Policy Effective 08-15-16)

In order for a student to be eligible for the Honor Roll, all grades for a nine weeks period must be 85 or above.

### **Academic Banquet** (Academic Policy Effective 08-15-16)

To be invited to the Academic Banquet, students in grades 9 – 12 must have a 4.3 GPA for the first three nine weeks periods of the current year. Students in grades 7 – 8 must have a 93 numerical average for the first three nine weeks periods of the current year.

#### **Qualifications for Senior Academic Honors:**

*Class rank will be determined at the end of each semester beginning with fall semester 9<sup>th</sup> grade through spring semester 12<sup>th</sup> grade. Class rank will be ordered based on cumulative GPA. The highest GPA will be ranked #1.*

*To be Valedictorian or Salutatorian a student must attend Pee Dee Academy his/her last four semesters of high school. The Valedictorian must have the highest cumulative GPA in his/her senior class at the end of first semester of the senior year. The Salutatorian must have the second highest cumulative GPA at the end of first semester of the senior year. In the event of a tie for Valedictorian, there will be co-Valedictorians and no Salutatorian. If there is a tie for Salutatorian, there will be a Valedictorian and co-Salutatorians. The Valedictorian and Salutatorian will be announced after the 1<sup>st</sup> semester of the senior year.*

*Junior Marshals will be chosen based on class rank after the first semester of the Junior year. The Junior with the highest overall GPA at the end of the first semester the Junior year will be named Head Marshal.*

### **Testing Schedule**

During the process of education, students need guidance in making decisions. With knowledge of the student's progress, ability, interests, academic strengths and weaknesses, and problems, teachers and counselors can assist them. Therefore, a standardized program has been scheduled to evaluate each student enrolled in Pee Dee Academy. The tentative testing schedule is as follows:

<b><u>Test</u></b>	<b><u>Grade</u></b>	<b><u>Administered</u></b>
Armed Services Voc. Apt. Battery (ASVAB)	12	Fall
PSAT-NMQST	11	Fall
PSAT	8,10	Fall
Achievement Test	1-7	Spring
Otis Lennon IQ Test	1,3,5,8	Spring

### **Pee Dee Academy Honor Society**

To be a member of the Pee Dee Academy Honor Society, a student must have a cumulative 4.3 GPA through the first semester of the sophomore year and must maintain this average throughout the remaining semesters of his/her high school years. Each member should have good character, possess qualities of leadership, and display a commendable attitude. Each Pee Dee Academy honor graduate will be given special recognition at graduation by having an asterisk placed by his/her name and wearing a gold cord and tassel. Also, honor graduates will have a gold label placed on their diplomas distinguishing their honor.

### **Grade Exemption**

No student who attends Pee Dee Academy in grades one through twelve will exempt a grade. It is the philosophy of the administration that each grade has its academic and social value and that a student exempted from the particular experience will miss an opportunity offered only once in life. However, this may be waived with the approval of the Board.

### **Advancing to the Next Grade**

Promotion from grades one through twelve in the case of students who fail one or more subjects will be determined by the consideration of each case individually.

In order to be promoted to a higher grade, a student must have the following minimum academic units at the end of the year:

From Freshman to Sophomore:	4 units
From Sophomore to Junior:	9 units
From Junior to Senior:	15 units
To Graduate:	22.5 units

## **Summer School Regulations**

Pee Dee Academy will not accept summer school credit from public schools in the area or any private school unless previously approved by the Headmaster and the Board following one year of enrollment at Pee Dee Academy. Pee Dee Academy will offer summer school work only when the group interested will financially support the course. Summer school grades will take preference over previous grades in the course. The amount of the fee must be paid in full to Pee Dee Academy prior to the course.

## **Signed Paper Policy**

In grades one through six, papers will be sent home each week and are to be signed and returned the following day.

## **Parent Report Policy & Report Cards**

Along with the report cards at the end of each 45 day grading period, all students will receive a progress report on the 22<sup>nd</sup> or 23<sup>rd</sup> day. These reports are important and will be signed and returned. Report cards must be returned on the day following receipt. Teachers are encouraged to call parents immediately when any urgent situation arises concerning grades or conduct.

## **Extra-Curricular Activities** **Active Organizations and Special Events**

Anchor Club  
Fellowship of Christian Athletes (FCA)  
The Patriot (Pee Dee Academy Yearbook)  
Quiz Bowl Team (High School and Middle School)  
Senior Honor Society  
Junior Honor Society  
Student Council



## **Special Student Opportunities**

**Music (Grades K-5)** Music in our curriculum helps to broaden the community for learning and is an important part of our overall program.

**Art** Elementary Grades and High School

**Physical Education (Grades 1-9)** Elementary physical education in grades one through six is offered to all students once a week. Physical education is taken for credit in grade nine.

**Library** Full library services are available for all students in grades K-12.

**Junior-Senior Prom** The Junior-Senior Prom is an annual event sponsored by the Junior Class. The top four available sophomores will be asked to serve at the prom.

## **Academic Policy**

In order to ensure that each student at Pee Dee Academy is conforming to the Academy's philosophy of preparing its students for productive lives and the opportunity to pursue higher education after graduation, the following school academic policy will be applied:

Any student in grades seven through ten who fails more than one subject for the year will be placed on academic probation for the following year. Should the student's academic performance not improve during this probationary year, he or she may be subject to dismissal from Pee Dee Academy for the following school year to be determined by the board.

## **Attendance**

The school year consists of 180 days for students. These 180 days include all short days and exam days. Each day is important. Pee Dee Academy will operate under these attendance guidelines.

- 1) Lower School students will be allowed 10 absences for normal sickness at home and personal days that involve the family. Any days missed after this will involve make-up work after school hours. Doctor's excuses, any hospitalization, or death in the immediate family will be handled on an individual basis.
- 2) The upper school has individual periods, with attendance taken in each class. Each class will be individually accounted. You will be allowed 10 absences for normal sickness at home and personal days that involves the family. If the class is a semester class, such as economics and government or health and word processing, students are allowed only 5 absences each semester. Any days missed after this will involve make-up work after school hours. If work is not made up, no credit is given. Doctor's excuses, hospitalization, or death in the immediate family will be handled on an individual basis. Make up work is due before the end of the grading period. Students and parents will be notified of excused absences.

- 3) If a student is out of school for a portion of the day and a test or deadline is scheduled, the student is responsible for talking to the teacher before they leave school.
- 4) It is the responsibility of the student to contact the teacher to make necessary arrangements for make-up work. Make-up time and tests will be after school with the Study Hall/Detention Hall.
- 5) When parents feel it necessary to take a child (children) out of school for reasons other than sickness or doctor's appointment, arrangements should be made with the Headmaster and teacher several days before the scheduled absences. Teachers will be glad to give advanced assignments and the student is expected to return to school with assignments completed. Missed tests will be taken according to the stated policy (see #4 above)

### **Absences**

**A. Absences.** All students must present a written excuse signed by a parent or guardian stating the following:

1. Date of student's absence(s)
2. Nature of the illness or reason for absence
3. Signature of a parent or guardian

This excuse must be presented to the office on the first day of the student's return to school. Students will not be allowed to class without an excuse from office.

**B. Absentees and Extra Curricular Activities.** A student who has qualified for an absence on a particular day will not be permitted to engage in any school activity that is held that day or night. Students must report before eleven (11:00 a.m.) and remain the rest of the day to be counted present for a full day. They may participate in extracurricular activities that afternoon and night. Students leaving before eleven (11:00 a.m.) will be counted absent for a full day. A student who leaves school early because of sickness will not be allowed to engage in extra-curricular activities that afternoon or evening (for example, cheerleading, pageants, sports, etc.) Students will be excused for deaths in immediate family or doctor's excuse.

**C. Unexcused absences**

1. An automatic zero will be recorded for each class, provided a grade is issued for that day to students for work due or done in class.
2. The zero can be removed with make-up work but 70 is the maximum grade possible.
3. Midterm or final examinations can be taken during a suspension.

**D. Tardiness.** Students reporting to homeroom after the 8:05 a.m. bell will be considered tardy and will be required to report to the office for an admission slip. Excessive tardiness for homeroom or classes will be dealt with on an individual basis. In this regard, we will allow four tardies to school each nine weeks. After the 4<sup>th</sup>, the student will stay after school for 1 hour in a supervised study period. After the 5<sup>th</sup> tardy, the office will contact parents. Continued tardiness will not be tolerated. If you are tardy to a class more than 15 minutes, you will be considered absent.

**E. Leaving School Early**

1. With a note from home. A student must bring a written excuse stating the reason for the necessity of being excused from school earlier than the regular dismissal time. A student would present this to the Headmaster to be signed before 8:05 a.m.
2. Without a note from home. If a student feels sick and wishes permission to go home, that student must get permission from the office before calling home. The office will grant permission if they feel it advisable to release the student. Students should get assignments before leaving and make arrangements to make up tests that they will miss. Transportation must be furnished by the family to leave school early. Parents are requested not to make dental and doctor appointments, if at all possible, during school hours.
3. Without permission. If a student leaves school without permission, regardless of sickness or not, a suspension from school of one to three days will be issued.
4. All students will sign out in the office or will be considered cutting. You must also sign in if returning
5. No students may leave the school grounds from time of arrival until time of dismissal without specific permission from the Headmaster.

**E. Perfect Attendance Recognition.**

1. Must be present for school one hundred and eighty days.
2. An accumulation of not more than one hundred and ninety (190) minutes can be missed during the year in relationship to tardies and/or early dismissals. Minutes out of school will be calculated within the official school day, 8:05 a.m. to 2:10 p.m. Official day for students in grades one through six is from 8:00 a.m. to 1:55 p.m. Kindergarten official day is 8:05 a.m. to 12:00 noon with the option of remaining until 2:00 p.m.

**Dismissal Schedule Guideline**

School dismissal will occur at 2:00 p.m. for grades one through six and 2:10 p.m. for grades seven through twelve. Please notice and obey all parking lines and signs.

## Senior Class Responsibilities

The class wills, prophecy and history will be written and read by a member of the Senior class whose academic average falls within the top thirty percent of the class, beginning with the freshman grades up through and including the first semester of the Senior year. Rough copies are to be handed in by May 1. Final copies are to be approved by May 14. All copies are to be typed, duplicated, stapled and ready for distribution at 8:00 a.m. on the last day of senior classes.

The class poem should be written and submitted to the Headmaster by April 1.

<b>SENIOR DEADLINES:</b>	
April 1	Class Poem
May 1	Class Prophecy, Wills and History (Draft Copy)
May 14	Class Prophecy, Willis and History (Final Copy) and Valedictorian Address

## Student Elections

A) **Student Council.** (Refer to Student Council Constitution, Article 1 and Section 1)

B) **Homecoming Queen.** Each senior football player is to select one girl from grades nine through twelve for competition. Only senior girls are eligible to become the Homecoming Queen. If there is only one senior girl without a senior sponsor, she will be allowed to ask a junior football player to sponsor her. If there are not at least four senior football players, all senior players and all junior players will be eligible to sponsor a candidate for queen. Only senior girls may be queen, but any girl grades 9-12 may be Maid of Honor.

## Pageant Honors

- 1) **Wee Miss Kindergarten (K4-K5):** 6 girls from each classroom – short pageant dress
- 2) **Wee Master (K4-K5):** 6 boys from each classroom – we will not have the Wee Master category if we do not have at least 5 boys who are interested
- 3) **Little Miss (1<sup>st</sup> – 3<sup>rd</sup> grades):** 3 girls from each classroom – short pageant or party dress
- 4) **Little Miss Elementary (4<sup>th</sup> – 6<sup>th</sup> grades):** 3 girls from each classroom – long pageant dress
- 5) **Young Miss (7<sup>th</sup> – 9<sup>th</sup> grades):** 3 girls from each homeroom
- 6) **Miss PDA (10<sup>th</sup> – 12<sup>th</sup> grades):** 3 girls from each 10<sup>th</sup> grade homeroom, 3 girls from each 11<sup>th</sup> grade homeroom, and any senior girl

## **Pageant Guidelines**

- A) All elementary contestants will be chosen by “lottery.”
- B) A winner in any of the above mentioned categories is not eligible to compete again in the particular division of pageant honor.

## **College Visitation**

Students are encouraged to study the colleges that they are interested in attending. This should be done through college websites, personal contact with the college representatives and through visitation on weekends and during summer months. Visiting the colleges on a regular school day is discouraged. Only Seniors are allowed this opportunity except by special permission from the Headmaster. The proper procedures to use are as follows:

- A) Discuss plans with the Director of Guidance.
- B) Make an appointment with the Admissions office at the college.
- C) Inform each teacher one week before the appointment to avoid any assigned tests and conflicts. Make arrangements ahead of time for make-up work
- D) If an appointment notice cannot be shown to the Headmaster prior to the absence, it must be obtained from the Admissions official to be handed in immediately upon returning.

### **Absences Excused for Visitation**

Each Senior will have one day for visiting a college without being counted absent from school.

## **Who's Who Program**

The Who's Who Program claims to honor outstanding students and in turn offers certificates, pins or publications to the students. Pee Dee Academy feels that this program has questionable value and is unlikely to serve any ultimate educational benefit. The methods used for gathering names for recognition have questionable validity in terms of whether some students that are selected actually deserve recognition. Many organizations (such as civic groups, churches, etc.) other than Pee Dee Academy recommend students. The program often solicits students and their families to purchase the publication, certificate, and pin. Most of the Who's Who organizations are profit motivated and have no association with education. With this in mind, Pee Dee Academy will not recommend students to this questionable organization. We feel that our recognition of the "Unique Few" in THE PATRIOT is much more honorable and deserving.

## **Releasing Student Names**

Pee Dee Academy will not release a list of students' names to any college, university, or other worthy organization. The initial release of students' names may be for a worthy cause; but once the list is released, the school no longer has control over its distribution.

## **Annual Dedication and Honor**

The annual dedication is handled by the annual staff members under the direction of the sponsor. Candidates for recognition must be selected from active faculty and staff members or immediate past Pee Dee employees, or part of our extended family.

## **Rules for Students**

### **A. School Building**

- 1) No food or drinks are allowed in the academic building or the gym
- 2) No walking or playing on the gym floor with street shoes. Walk only on the side of the gym floor with street shoes. No sitting on the front edge of the stage.
- 3) Telephone---Students may use the lobby phone with permission from office personnel.
- 4) Cell phones---Cell phones are permitted in the school buildings only if they are off and not visible.
- 5) No chewing gum during the school day. This includes P.E. class and lunch.
- 6) Eating during the regular lunch time will be permitted in the canteen and certain designated areas of the school grounds. No eating in classrooms.
- 7) Copy Machine -- The copy machine is not for student use. Staff members may copy for students at 25 cents per copy.
- 8) Halls. Students in the halls during class time must have passes. Students are asked to be courteous at all times and to keep to the right when moving in the halls. Running and shouting in the halls are not permitted.
- 9) Vandalism and Property Damage. Students who destroy or vandalize school property will be required to pay for losses or damages. If you should happen to damage something by accident, you should report it to a teacher or to the office immediately.
10. School Insurance. School insurance is mandatory for all students. Cost is included in monthly tuition

## **Rules for Students (continued)**

11. Fire and Tornado Drills. Fire and tornado drills are held at irregular intervals during the school year. Remember the following basic rules:

A) Check the instructions in each individual classroom as they are posted beside the door, indicating how to leave the building in case of a fire or tornado.

B) Walk very quickly and quietly to the designated area. No talking.

12. Assemblies. At all times, the student's behavior should be refined and courteous. Unacceptable conduct would include whistling, uncalled for clapping, boisterousness and talking during a program. Prior to a general assembly, students are to report to their homeroom. Textbooks and other materials are to be left in the homeroom. Purses and billfolds are to be taken into the gym.

13) Lockers are issued to students at the beginning of the year by the office. Each student is responsible for keeping his/her assigned locker clean, both inside and outside. Any personal locks must have a key turned into the office and labeled.

14) Hall Shelves. For your convenience, the shelves provided in the halls can be used for school books during the school day. Books and personal items are not to be kept on the shelves overnight. These items are to be placed in your locker. Placing books and personal items (pocket books) on the shelves is done at the risk of the owner. The office is not responsible for items lost that have been placed on the shelves. Continued abuse of the privilege to use the shelves will result in the loss of privilege.

15) No Fighting or threatening others.

16) Students will not be excused from classes, except in case of illness or extreme emergency.

17) At Pee Dee Academy, students are expected to conduct themselves in an orderly and courteous manner with proper respect for faculty, students, and school property.

18) Any class or club project must meet the approval of the homeroom teacher or the sponsor and the Headmaster. Social activity must comply with the Academy's standards of conduct. Class parties can only be held during lunch and must be prearranged.

19) Announcements. The public address system will be used for daily announcements. Announcements for the day should be in the office at 8:00 a.m. Announcements will be made during homeroom.

20) Upon the 8:05 a.m. tardy bell, all students should be in homeroom. Homeroom activities will be directed by the homeroom teacher and shall include daily devotions, reading from the Bible, prayer and the Pledge of Allegiance to the United States Flag.

21) Students are not to bring visitors without prior permission from the office.

22) Any person wishing to contact a student during classes must receive prior permission from the Headmaster. We ask that parents not interrupt any class.

23) Computer use will be for those who have an accepted use policy signed and on file at school.

24) Textbooks and school property. Books, desks, and other property owned by the Academy are entrusted to the care of the student who is responsible for the property's protection. Books left in any place other than student lockers will be picked up after school. Abuse or damage to school property will result in a fine and disciplinary action will be taken. Cutting on desks will result in a fine to be paid by the student or parents.

25) Articles found in or around the school area should be turned into the office where owners may claim their property by identifying it. This includes books and personal items brought to the office when left on the shelf overnight.

#### **B. Pregnancy Policy**

A student who becomes pregnant and the biological father must immediately leave Pee Dee Academy. After the birth of a child, both students may petition the Pee Dee Academy Board of Directors to seek re-admittance.



### **C) Dress and Appearance Code**

Students will be expected to keep themselves well-groomed and neatly dressed at all times. Shirts advertising alcoholic beverages or those with obscene or questionable printing on them will not be permitted. No body piercing adornments will be allowed except earrings for girls (only in the ears). Furthermore, should students have tattoos; the tattoos must remain inconspicuous and not visible on any exposed skin. The students will cover tattoos with clothing at all times they are on school grounds.

#### **Girls in Kindergarten through grade 3:**

Dresses, long pants, and walking shorts are permitted.

#### **Boys in Kindergarten through grade 3:**

Long pants and long shorts are permitted.

#### **Girls in grades 4 through 12:**

- 1) Dresses, slacks, and dress jeans are permitted. Excessively ragged jeans or those with holes are not permitted.
- 2) No short-shorts, ragged cut-off jeans, or extremely "low-ride" jeans are permitted. Skirts and walking shorts are permitted, but must be no shorter than the length of the extended arm, hand, and fingertips at a normal standing position.
- 3) No halter tops, tube tops, blouses, or shirts which reveal the mid-section in the front or back will be permitted. Tops that are revealing in any way will not be tolerated.
- 4) Undergarments are considered as necessary attire.
- 5) No sunglasses are to be worn in the school building.

#### **Boys in grades 4 through 12:**

- 1) Long pants and long shorts are permitted. Jeans are also permitted as long as they are neat and clean with no unnecessary holes or rips.
- 2) Shirt tails are to be worn in trousers.
- 3) Hair should be neat and clean.
  - A) Hair may be worn over the ears, but no longer than the earlobe. Side burns and side hair may be the same length. No rat tails are permitted.
  - B) While in standing position with a conventional collared shirt on, the hair on the neck cannot be longer than the top of the collar.
  - C) Only accepted hair coloring will be black, brown, blonde, or natural red.
- 4) Clean shaven face is expected.
- 5) No hats are permitted in the school building-hats will be allowed in the gym for athletic events only.
- 6) No sun glasses are permitted in the school building.
- 7) No earrings on school property or at any school function are permitted.
- 8) No excessively baggy pants are allowed.

#### **D. School Grounds**

School grounds are divided into the three general areas as follows:

- 1) Parking Area. No student shall be in the parking area except on arrival or departure. No cars are allowed in any playground area.
- 2) Playground Area. Students in grades one through six are not allowed beyond the elementary building area, unless special permission is granted.
- 3) Upper School Parking. Student parking is a privilege at Pee Dee Academy. A \$20.00 fee per parking space will be assessed for parking lot maintenance. Parking privileges will be lost if parking rules and guidelines are not obeyed. Careless and reckless drivers will not be tolerated

#### **E. Tobacco, Alcohol, Drugs and Medications**

1. Tobacco-The use of tobacco or possession of tobacco on school grounds or at school sponsored activities is prohibited.
2. Drugs and Alcohol- Misuse of drugs will be dealt with in a most severe manner by the Administration. The use of drugs or alcoholic beverages or being under the influence of such is prohibited during the school hours or at any school function.
  - A) No student shall be guilty of being under the influence of or having alcoholic beverages in his/her possession on school grounds or at a school sponsored event. Any student caught drinking or under the influence or possession of an alcoholic beverage will be subject to the following:
    - 1st offense — one to three day suspension
    - 2nd offense -- expulsion to be determined by the Board
  - B) No student shall be guilty of possessing or selling illegal drugs and controlled substances. (Ritalin, Percocet, Percodan, etc.) If a student is on a controlled substance, it should be taken to the office and office notified. Any student caught under the influence or having possession of drugs will be expelled and reported to the appropriate law enforcement agencies for possible legal action.
3. Medication- If it becomes necessary for a student to take any form of medication at school, a signed note from a parent must be presented to the office. All medication will be kept in and dispensed through the main office unless a child is given orders by a doctor to have the medicine on their person.

#### **F. Bullying Policy**

Bullying is defined as any pattern of harassment, intimidation or bullying which means a gesture or written, verbal, physical or sexual act that is reasonably perceived to have the effect of harming a student physically or emotionally or damaging a student's property, or placing a student in reasonable fear of personal harm or property damage and/or that results or demeans a student or group of students, including acts which cause substantial disruption in,

or substantial interference with the orderly operation of the school. Acts of bullying as above defined will not be allowed by Pee Dee Academy and will be dealt with accordingly by the school. Any student or parent that believes that the above has been violated shall be responsible to report same to the school's administration immediately so that any necessary action can be taken by the school

### **Penalties for Rule Infractions**

Serious infractions will result in being sent to the Headmaster and a note sent home to the parent. Repetition of any infraction may result in a parent, student, teacher and Headmaster conference and the possibility of student suspension from class from one to three days.

A student having been suspended for four or more days for a major infraction must appear with their parents before the Board of Directors if he or she desires to be considered for re-admittance to Pee Dee Academy.

#### **1. Serious Infraction**

- a. Leaving school grounds without permission
- b. Disruption of class or disorderly conduct
- c. Continually breaking school rules
- d. Unexcused absence (see \*)
- e. Stealing, drinking, or smoking (first offense)
- f. Misuse of personal property of another person

#### **2. Major Infractions. Expulsion.**

- a. Misuse of drugs or the possession of unauthorized drugs.
- b. Repetition of "serious" infractions
- c. Drinking or in possession of alcoholic beverages (second offense)

### **Board Governs**

The Board of Directors is the highest governing body of the school. The Board reserves the right to change, amend, override, or discount any part or all of the rules as outlined herein above provided that the issues that may arrive are personally addressed before the Board. The decisions of the Board are final and paramount.

## Cellphone/Electronic Device Use Policy

### Definitions:

**Cellphone:** (also known as a mobile phone, cellular phone or smart phone) – a mobile electronic device that engages in telecommunications including voice calls, text messaging/short message service and/or email. Cellphones also may include features like complete internet access, games, multimedia messaging service, instant messaging service, digital audio players, cameras, radios, and global positioning systems. Any device that engages in these functions is included in this policy.

**Electronic Device:** - any portable apparatus that involves user interaction such as cellphones, cameras (regardless of whether it operates electronically, mechanically, or otherwise and regardless of whether images are recorded by using digital technology, film, light-sensitive plates, or other means), computer, laptops, and any other device that is capable of transmitting, receiving, or recording messages, images, sounds, data, or other information by electronic means or that, in appearance, purports to be a cellphone, cameras (regardless of whether it operates electronically, mechanically, or otherwise and regardless of whether images are recorded by using digital technology, film, light-sensitive plates, or other means), computer, laptop, or such other device. Electronic Device includes but is not limited to iPods, iPads, iPad mini, mp3 players, music players, electronic games, toys, pagers, radios, CD players, cameras, Bluetooth earpieces and other devices, electronic tablets of any make and model, and electronic readers of any make and model.

### Possession/Usage:

Student at Pee Dee Academy are permitted to possess their personal cellphone/electronic devices during school hours from 8:00 a.m. to 2:10 p.m so long as their personal cellphone/electronic devices are not used, seen or heard. All personal cellphones/electronic devices must be in lockers, book bags or purses and powered off at all times during school hours from 8:00 a.m. to 2:10 p.m.. Students abusing this policy will have their personal cellphone/electronic devices confiscated and will face disciplinary action. Pee Dee Academy will follow a “See It/Hear It/Take It” procedure.

### Consequences for Violations:

1<sup>st</sup> Offense – personal cellphone/electronic device shall be confiscated and will be only returned to the student’s parent during school hours. Lower School Students shall walk the fence for one day during recess. Upper School Students shall receive three days of detention.

2<sup>nd</sup> Offense – personal cellphone/electronic device shall be confiscated and will only be returned to the student’s parents during school hours. Student shall be banned from bringing personal cellphone/electronic devices to school for the remainder of the school year. Lower School Students shall walk the fence for five days during recess. Upper School Students shall receive five days of detention.

All subsequent offenses shall result in in-school or out-of-school suspension at the discretion of the Headmaster.

**Miscellaneous:**

*The recording of students in private areas, such as, bathrooms, locker rooms, dressing areas, classrooms and offices at any time is strictly prohibited. Such use violates this policy and may also violate State and Federal criminal laws.*

*Students participating in field trips, extracurricular activities and athletic events must contact their teacher, chaperone, or coach for rules involving the use of personal cellphone/electronic devices during field trips, extracurricular activities and athletic events. Teachers, chaperones and coaches will establish their own rules and consequences involving the use and or misuse of these devices.*

*Possession of personal cellphone/electronic devices by a student at Pee Dee Academy a privilege which may be forfeited by any student not abiding by the terms of this policy. It is recommended that students not bring personal cellphone/electronic devices to school.*

*Students shall be personally and solely responsible for the security of their personal cellphone/electronic devices. Pee Dee Academy shall not assume any responsibility for theft, loss or damage of personal cellphone/electronic devices, which includes occurrences where the student's personal cellphone/electronic device has been confiscated for violations of this policy.*

**PDA Weapons Policy**

It is a violation of PDA Policy for any person except a state, county or municipal law enforcement officer or personnel authorized by school officials or by laws of the state of South Carolina to carry on school property or to any school event **any firearm** or any other item that may be construed to be a weapon that may be used to inflict bodily injury or death on another person.

Any person who violates this provision by carrying a firearm or any other type of weapon that may be used to inflict bodily injury or death to another person onto school property or to any school event will be expelled for **one calendar year** from the date of the violation. After said one year, the person who committed the violation may petition the PDA Board of Directors to be readmitted to the school. **The PDA Board of Directors may modify the one (1) year expulsion only in rare cases where there is very strong and convincing evidence that the intent of this policy, which is the safety of everyone at PDA, was not violated.** However, if a student has a **FIREARM on his person meaning and including, but not limited to, in the individuals clothing, book bag, purse or locker while on school property** or at a school event **or if a student takes a FIREARM into any of the school buildings, then the one year expulsion CANNOT be modified.**

No provision of this policy is intended to override laws of the state of South Carolina that apply specifically to weapons on school property. All students and parents should make the necessary provisions to ensure that students do not have any type of weapon on their person, or their vehicle, book bag, gym bag, locker, clothes, etc. that would lead to a violation of the weapons policy. Furthermore, all parents and students are encouraged to read all applicable state laws regarding the carrying of weapons on school property.

## **Right to Search**

Pee Dee Academy reserves the right to search any person, property or vehicle of any person at any time on campus. This right includes but is not limited to a student's locker, pocketbook, book bag, handbag, gym-bag, or clothing. In addition, Pee Dee Academy also reserves the right to confiscate any item, object, weapon, instruments, chemicals, drugs or substances it believes may be illegal, improper, or potentially dangerous.

## **Behavioral Policy**

Believing that without the appropriate behavioral patterns being present in the classroom and on the campus the primary aim of Pee Dee Academy, education, will be compromised the following behavioral policy will be applied: Any student who is suspended more than twice during a single academic year will be placed on behavioral probation for the following school year. Should the student's behavioral performance not improve during this probationary year, he or she will be subject to dismissal from Pee Dee Academy to be determined by the board.

## **Addendum to the Student Handbook**

### **Ref: Mandatory Study Hall**

**Monday - Thursday 2:15 - 3:15**

### **After School Study Hall**

After school Study Hall will be mandatory for the following reasons:

**1) Tardiness to school**

We will allow four unexcused tardies to school each nine weeks. After the fourth, each student will stay after school for one hour in a supervised study period.

**2) Lack of homework**

Students who continually have no homework or incomplete homework will stay after school and study with their subject teacher.

**3) Minor discipline problems**

Minor discipline problems such as chewing gum, excessive talking or any class disruption will result in after school study hall or work with the classroom teacher.

**4) Misbehavior while waiting for practice or a ride**

Those who wait after school and cannot behave properly will stay in study hall. 5.

**5) Tardiness to class**

Teachers will assign study hall for students who repeatedly cannot get to regular classes on time.

**6) Excessive absences**

Students will begin serving their time the afternoon following the infraction. We have ball practice and games after school. Mandatory study hall will take precedent over practice. If there is a scheduled ballgame the student will be allowed to participate, but must make up the time the following day. If a student is assigned for more than one reason, the time will be concurrent.

Any students who disregard or "forget," will serve an additional day. The driving student will lose his or her privilege to drive for a week after six unexcused tardies. The student not driving will be given a week of study hall after the sixth tardiness of the nine week period.

**7) There will be a \$10 per hour charge for every hour spent in study hall.**

## **Honor Code**

A system of honor is essential in order for members of a community to work together in an atmosphere of trust. A personal sense of honor ensures that students can think for themselves, trust others, trust themselves, and grow in self-esteem.

Many students have come to believe that their grade, not their learning is the key to success. As a result, cheating, copying, and other forms of academic dishonesty could become commonplace. To reduce the likelihood of such behaviors, an Honor Code has been instituted to redirect the students' energies toward learning. To promote personal honor and integrity, Pee Dee Academy students are expected to live by an Honor Code and to uphold the tradition of honor throughout their years at PDA. Living in an atmosphere of mutual trust and respect is a privilege not to be violated and not to be taken for granted. To sustain these values and preserve this atmosphere of trust, each student (grades 7-12) is expected to abide by the Honor Code

- A Pee Dee Academy student will not lie.
- A Pee Dee Academy student will not steal.
- A Pee Dee Academy student will not cheat.
- A Pee Dee Academy student will not tolerate those who do.

## **Definition of Cheating**

A student is considered to be in violation of school policy on cheating when he or she participates in any of the activities included in, but not limited to, the list below:

- Copying or receiving another student's answers on a test or quiz, or supplying answers to another student.
- Securing information on an examination, or any portion of an examination beforehand or passing information on any portion of an examination to other students.
- Using any information, regardless of how it is obtained, for fraudulent purposes. Example: storing information on a calculator, writing material on hands, etc.
- Willfully falsifying data and presenting it as one's own research or work. Teachers will decide whether or not to include the following as cheating in his/her individual classroom, and will make this known to the students as part of the rules of the class.
- Copying homework or any class assignments from whatever source, or allowing other students to copy one's own work.
- Using Cliff's notes or other literary commentaries, if not allowed by teacher.



## **Definition of Stealing**

To take the property of another without right or permission, and with intent to keep or make use of wrongfully.

## **Definition of Lying**

To tell an untruth to a school official; an assertion of something known or believed by the speaker to be untrue with intent to deceive.

## **Consequences**

All offenses are carried over from year to year and are attached in the permanent record.

### **CHEATING: 1st offense**

- Zero on all material involved
- Parent notified in writing
- Probation in Honor Society (If a student is not in Honor Society, probation will begin whenever the student becomes eligible to be in the Honor Society.)

### **2nd offense**

- Zero on all material involved.
- Three-day suspension.
- Parent notified in writing.
- Dismissal from Honor Society

### **3rd offense**

- Expulsion to be determined by the Board

### **STEALING: 1st offense**

- One to three day suspension

### **2nd offense**

- Expulsion to be determined by the Board.

### **LYING: 1st offense**

- One week after school work/ detention administered by the office. Parents notified in writing.

### **2nd offense**

- Two day suspension.

### **3rd offense**

- Possible expulsion to be determined by the board.

It is the desire of Pee Dee Academy that the spirit of the Honor Code may continue to grow and become a significant force in the life of every student. For such a system to be effective, every member of the Pee Dee Academy family must believe in and support the Honor Code. The office will keep an official record of all infractions. Offenses are carried over from year to year, and deletions can be made only by the Board.

### **Implementation of the Honor Code in the Classroom**

- 1) At the beginning of every year, the Student Body President will preside over the Honor Code discussion during the opening day assembly. (S)he will explain the importance of the Honor Code as well as the consequences of the Honor Code. (S)he will also lead the student body in the Honor Code Pledge.
- 2) The Honor Code Pledge will be printed and displayed in a prominent place in every classroom prior at the beginning of school.
- 3) Students will sign the pledge at the beginning of each school year.
- 4) It is necessary for everyone to support the Honor Code.  
However, teachers need to decide what is considered cheating in their own room. Teachers need to inform students if they are allowed to help each other with homework, use Cliff notes, etc. These rules need to be made known to the students well in advance.
- 5) Teachers are obligated to uphold this Honor Code. In other words, they MUST abide by the Honor Code.

### **Student Council Preamble**

We, a committee representing the Pee Dee Academy student body, in order to form a firm and workable student constitution, are submitting our constitution as the official Student Council Document. Our objective is to create a unified approach to the planning of a direct and reliable Student Council Organization, promote cooperation with the administration and to secure the amendments of the Constitution.

We now establish and ordain the Constitution for the Pee Dee Academy Student Council.

#### **Committee Members:**

Terry Floyd	Senior
Debbie Holmes	Junior
DuPree Atkinson	Sophomore
Tommy Anderson	Freshman
Raeford McAbee	Eighth Grade
Joe Gibbs	Seventh Grade

**CONSTITUTION OF THE STUDENT COUNCIL  
OF  
PEE DEE ACADEMY**

**ARTICLE I — OFFICERS**

**Section 1.** It shall be the duty of the Student Body to elect Student Body officers and to strive at all times to uphold and preserve the provisions of the Constitution in every department of school life.

**Section 2.** The Student Body shall elect the following officers: President, Vice-President, Secretary and Treasurer.

**Section 3.** The seventh through twelfth grades shall elect the following officers: President, Vice-President, Secretary and Treasurer. The first through sixth grades shall elect the following officers: President and Vice-President for each homeroom. These persons are not members of the Student Council.

**ARTICLE II - ELIGIBILITY**

**Section 1.** To be eligible for junior office, a student must have nine units. To be eligible for tenth grade office, a student must have an overall average of seventy-eight in his past year's work. If elected and he fails a course during a nine weeks period, he will be given a grace period of nine weeks in which the student will be inactive. At the end of this time, if his grades are not up to the required average, he must give up his office. If the office of President becomes vacant, the Vice-President will assume his duties, and an immediate election will be held to fill the vacancy of the Vice-President. If any other office becomes vacant, then an election will be held to fill these vacancies.

**Section 2.** No student shall hold more than one major and one minor office. The major office shall be Editor of the annual, Editor of the newspaper, Class President and President of the Student Body.

**Section 3.** Student Council officers shall be elected with President from the rising Senior class, Vice-President from the Junior class, Secretary from the rising Sophomore class and Treasurer from the rising Junior or Senior class. The student running for President must have served at least one full year on the Student Council. If one or no Candidates are interested, competition will be open to eligible members of the rising Junior class. Two or more candidates are necessary before election is possible. If this is not possible, the Vice-President elect will carry out the duties of the President.

### **ARTICLE III — ELECTION**

**Section 1.** The election of the President of the Student Body and the new council shall take place during the first week of the fourth marking period.

**Section 2.** Any student wishing to run for a Student Council office will sign his name at the designated time. Each student running for a Student Council office shall pay a fee of three dollars. It will be the duty of the Student Council to check the grades and potential of the candidates. If the Student Council feels for any reason that the student is not eligible for office, the student will be notified. Otherwise, he will campaign for office.

**Section 3.** Each student running for office shall have one campaign manager from any grade he selects. The campaign shall last three days. On the first day, posters shall be displayed. Each student is limited to three posters. On the second day of the campaign speeches will be made to the Student Body and faculty. The voting shall take place on the third day.

**Section 4.** The polls will close with the final school bell at 2:10 p.m. on the designated voting day. The counting of the votes will take place immediately following school on this day. The ballots shall be counted by the Sponsor of the Student Council, Pee Dee Academy's Headmaster and the President of the Student Council. The candidates with the largest number of votes shall win. The winners of the election shall be announced the following day during an assembly of the student body and faculty. The inauguration shall take place on this day. These officers, elected for a term of one school year, shall assume their duties immediately upon their inauguration.

**Section 5.** Should any one of the above offices become vacant for any reason, the vacancy shall immediately be filled according to the plan of election.

**Section 6.** At the time of the inauguration, the officers of the Student Council shall tap in their charges of duties, the newly elected officers shall subscribe to the following oath, administered by outgoing President:

"I do solemnly swear that I will do the best of my ability to perform the duties of the office to which I have been elected; that I will neither charge anyone, so far as I know, encourage anyone to escape the proper judgment of the Student Council for fear, favor, reward, or hope of reward, so help me God.

## **ARTICLE IV — DUTIES OF OFFICERS**

**Section 1.** It shall be the duty of the President of the Student Council to call emergency meetings; to report any violation of any provision of the Student Council Constitution that comes under his observation; to preside at school assemblies under the direction of the school administrator; to appoint necessary committees; to work with the Student Council sponsor as a preliminary advisor before consulting the administrator; to strive at all times toward the improvement of conditions within the school and upon the campus.

He shall vote only in case of a tie.

**Section 2.** It shall be the duty of the Vice-President of the Student Council to preside at meetings of the Student Council in the absence of the President.

**Section 3.** It shall be the duty of the Secretary to keep accurate minutes of all Student Council meetings and to preside at meetings of the Student Council in the absence of both the President and Vice- President.

**Section 4.** It shall be the duty of the Treasurer to collect all Student Council funds and to keep an accurate record of all money given over to his care.

## **ARTICLE V — STUDENT COUNCIL MEETINGS**

**Section 1.** The Student Council shall meet at least once every two weeks and at such other times provided in Article V; each Council setting itself a definite time and place for meetings.

**Section 2.** No student officer shall be absent from council meetings without permission from the President of the Student Council. Any officer having three (3) unexcused absences shall be asked to resign his office.

## **ARTICLE VI**

**Section 1.** No student shall be guilty of violating the Honor Code in any way.

**Section 2.** No student shall be guilty of being under the influence of or having alcoholic beverages in his/her possession.

**Section 3.** No student students shall have tobacco products on school grounds or at school events.

**Section 4.** No student shall leave school campus without permission from the proper authorities and signed permission from a parent or guardian.

**Section 5.** No student shall be guilty of missing a schedule class or activity without permission from the proper authorities.

**Section 6.** No student shall be guilty of forging the name of parents or guardians to an illegal excuse or request.

**Section 7.** No student shall disrespect a fellow student, teacher, or staff member in any way.

**Section 8.** No student shall be guilty of possessing or selling illegal drugs or being under the influence of illegal drugs. Any connections with illegal drugs will be considered an extremely serious violation of the standard perpetuated by Pee Dee Academy.

**Section 9.** No student shall be guilty of carrying or having possession of a weapon, including but not limited to, knives, guns, box cutters, etc. on school grounds without permission from the Board.

**Section 10.** The Board will deal with any violations of these sections in any way it sees fit, which may even include expulsion.

## **ARTICLE VII**

**Section 1.** Any major violation of this Constitution, the Honor Code, or the Student Handbook observed by a student officer should be brought to the Student Council and reported to the administration.

Article 1. Any violation listed above or other infractions (fighting, verbal threatening, anything that merits a suspension, etc.) will be recorded the Secretary and marked down in the Student Council's official book. The consequences are as follows:

A. Officers- Officers are elected school officials. They are leaders and expected to carry a higher standard for themselves and also set an example for members of the student body. Therefore, the following reprimands have been set:

**The first violation by a Student Council officer results in:**

a) Student Council Probation - This is a loss of office for 4 consecutive meetings.

**The second violation by a Student Council officer results in:**

b) Automatic removal from the Student Council- if this scenario occurs, then procedures will be followed as set forth by the Section V of Article III.

B. Representatives- Homeroom Representatives of the Student Council are also expected to uphold the same standards as officers. Therefore, the following reprimands have been set:

**The first violation by a Homeroom Representative results in:**

a) Verbal Warning by Student Council President or Advisor. The second violation by a Homeroom Representative results in:

**The second violation by a Homeroom Representative results in:**

b) Removal from office with a new homeroom election to replace the representative.

\*\*\* If a Homeroom Representative is removed from office then he/she may not count that year as a serving year to be used as a requirement in running for a future Student Council office. However, the newly elected Representative will be allowed this privilege, regardless of time spent on the Student Council. \*\*\*

**ARTICLE VIII**

Section 1. The desired amendment shall be read before the Student Council after which it shall lie on the table for fourteen days, at the end of which time a vote by the Student Council shall be taken. A three-fourths majority of all present and entitled to vote shall be necessary for an amendment to be adopted. An amendment adopted in this way by the Student Council immediately becomes a part of the Constitution.

**ARTICLE IX**

Section 1. This Constitution shall be in effect during school hours and during any student activities or functions.

## GENERAL ATHLETIC GUIDELINES

Pee Dee Academy's philosophy can best be described by the Vince Lombardi's quote:

**"Winning is not a sometime thing; it's an all the time thing. You don't win once in a while; don't do the right thing once in a while; you do them right all the time. Winning is a habit. Unfortunately so is losing."**

Pee Dee Academy's athletes have as their objective to win—fairly, squarely, decently, by the rules, but to win!

1. Pee Dee Academy's athletes are to conduct themselves with respect for their opponents, coaches, fellow teammates, fans, property and equipment, officials, and the sport and event they are competing in. Representing your school as an athlete carries a great deal of responsibility on and off the field or court.
2. Respecting one's self involves positive habits of good hygiene and physical conditioning which includes no drinking of alcoholic beverages and no smoking. Each coach feels strongly about these guidelines and will be specific about penalties concerning violation of these rules.
3. Dress codes will be determined by the Administration and each coach will be expected to follow these established guidelines.
4. Missing a scheduled practice, despite the reason, must be made up under the direction and supervision of the coach responsible. Make-up practice guidelines and procedures will clearly be specified at the on-set of each sporting season.
5. Transportation to away athletic contests will be arranged by the school. Athletes and cheerleaders will ride to and from the game and back to the campus accordingly. The only exception to the rule is that a student's parents may request to transport their son or daughter. Parental transportation is the only exception to this rule.
6. Athletic facilities of Pee Dee Academy are for the use of our athletes and former athletes only under the direction of the Pee Dee Academy coaching staff. The facilities are open under the direction and supervision of the coach in charge. Don't bother coaches for keys to the facilities on week-ends or other times when practices are not scheduled.
7. Each sport has a designated head coach. This individual is responsible for the involvement of himself and his assistant coaches in carrying out the practice and game schedules, coaching decisions, student participation, and the honorable conduct of himself and assistants.



8. Athletic contests involving Pee Dee Academy teams will be under the jurisdiction of the SCISAA, their honor code and regulations. All major contests will be governed and directed accordingly. Officials will be used that are authorized by the Association at each contest. Questionable calls by these officials should be questioned by the coaches only after discretion and privacy have been considered. Impromptu negative reactions by coaches should be brought under control immediately.
  
9. A student at Pee Dee Academy in grades 9-12 must take and pass at least five one unit courses each \*grading period to be eligible. Pee Dee Academy students below the 9<sup>th</sup> grade must pass all subjects each grading period to be eligible. A Senior who has met or is meeting all requirements for graduation must pass five one-credit courses each grading period.

***Note: A student must have earned 5 units of credit to be declared eligible at the start of a school year.***

\*Grading period means the previous nine week grading period.

Items (B-F) under Article VI, Section I apply as outlined in the SCISAA Constitution.

## **ATHLETIC AWARDS**

(Sports, Cheerleading, and Annual Awards)

*\*These awards are subject to change without prior notification to students.*

### **I FOOTBALL**

- A. Varsity Seasonal Awards
  1. Most Valuable Player (MVP)
  2. Best Back
  3. Best Lineman
  4. Eagle Award
- B. Junior Varsity Seasonal Awards
  1. Most Valuable Player (MVP)
  2. Eagle Award

### **I VOLLEYBALL**

- A. Varsity Seasonal Awards
  1. Most Valuable Player (MVP)
  2. Eagle Award
  3. Most Improved
- B. JV Seasonal Awards
  1. MVP
  2. Eagle Award

### **III. BASKETBALL**

#### A. Varsity Boys and Girls Seasonal Awards

1. Most Valuable Player (MVP)
2. Most Improved
3. Eagle Award

#### B. Junior Varsity Boys and Girls Seasonal Awards

1. Most Valuable Player (MVP)
2. Eagle Award

### **IV. TENNIS**

#### A. Varsity Boys and Girls Seasonal Awards

1. Most Valuable Player (MVP) - #1 Singles
2. Eagle Award
3. Most Improved

#### B. JV Girls Seasonal Awards

1. MVP
2. Eagle

### **V SOFTBALL**

#### A. Varsity Seasonal Awards

1. Most Valuable Player (MVP)
2. Eagle Award
3. Best Batting Average

#### B. JV Seasonal Awards

1. MVP
2. Eagle

### **VI. GOLF**

#### A. Varsity Boys and Girls Seasonal Awards

1. Most Valuable Player (MVP)
2. Eagle Award

#### B. JV Seasonal Awards

1. MVP
2. Eagle Award

### **VII. BASEBALL**

#### A. Varsity Seasonal Awards

1. Most Valuable Player (MVP)
2. Eagle Award
3. Best Batting Average

#### B. JV Seasonal Awards

1. MVP
2. Eagle Award

### **VIII. TRACK (Boys and Girls)**

1. MVP
2. Eagle Award
3. Most Improved

## **IX. CHEERLEADING**

### **A. Varsity**

1. Most Outstanding Cheerleader
2. Eagle Award

### **B. Junior Varsity**

1. Most Outstanding Cheerleader
2. Eagle Award

## **GUIDELINES FOR ANNUAL AWARDS**

1. **Four Year Awards.** A four year plaque will be presented to an athlete if he or she has lettered in a particular varsity sport during his or her four years of high school (grades 9-12). There will be one plaque per senior athlete with all sports to be recognized will be listed.
2. **Award Selections.** Award selection for individual sports is done under the supervision and jurisdiction of the Headmaster, Athletic Director and Coach(es) of each sport.
3. Each member of a state championship team will receive a plaque in recognition of the accomplishment.
4. **Athletic Events and Schoolwork**
  - A. **Transportation.** Athletes and cheerleaders ride to games and back to campus in transportation provided by Pee Dee Academy.
  - B. **Assignments.** Athletes and cheerleaders who miss class are responsible for all class work missed. Homework assignments are due the next scheduled class period.
  - C. **Test. Students are responsible for seeing their teachers to plan make-up testing before missing a test when absent due to athletics.**

## **ATHLETIC AWARDS**

- A. **Purpose.** It is the philosophy of Pee Dee Academy that a strong athletic program is indeed beneficial to the overall objectives of this school. The qualities of an athletic program can add greatly to successful living. Competition, competitiveness, unity, and the social benefits derived from being part of an athletic team justify its existence especially where high academic standards are exemplified.

B. Athletes, Cheerleaders, Managers and Awards.

1. A printed certificate verifying participation.
2. A jacket can be obtained when the first varsity requirements are met along with a varsity cloth letter (see description below)
3. A gold symbol (insert) will be given in addition to a letter for the first varsity sport. Upon lettering in the same sport the same procedure shall be applied and a symbol of that sport awarded.
4. Jackets, sweaters and gold symbols (inserts and bars) may not be obtained other than prescribed in these procedures.

**PEE DEE ACADEMY AWARDS, CERTIFICATES AND LETTERS**

Any athlete or cheerleader who does not complete the season will not be considered for an athletic award or earning a letter.

- A. Grades 9 and 10. All Junior Varsity athletes or cheerleaders in grades 9 and 10 will receive Junior Varsity certificates.
- B. Grades 9 through 12. All Varsity athletes and cheerleaders in grades 9 through 12 are eligible for Varsity certificates, inserts and cloth letters, as they apply.
- C. The Revised Edition (1998) of the Varsity Letter Jacket may be described as follows:
  1. Waist length.
  2. Body is royal blue.
  3. Gold and white bands appear on the collar, wrist and wrist band.
  4. Snaps are navy blue.
  5. Two slanted pockets appear on the jacket front.
- D. The Varsity Letter may be described as having inter-locking capital letters "PD" which contain white chenille with a gold border.

**PEE DEE ACADEMY BY-LAWS  
OF THE  
PARENT-TEACHER-STUDENT ORGANIZATION**

**ARTICLE I**

**Section 1.** Name: The name of this organization shall be Pee Dee Academy Parent Teacher-Student Organization (PTSO).

**Section 2.** Purpose: The purpose of the organization shall be to strive to promote cooperation, understanding and unity of spirit among parents, faculty, students, and administration through service, constructive input and support.

**Section 3.** Membership: All parents, students, faculty and friends of Pee Dee Academy are eligible for membership in this organization. Dues, if necessary, shall be set by the executive board.

**Section 4.** Revenues: Revenues collected by the PTSO shall be expended only with the mutual consent of the Executive Board of the PTSO.

**Section 5.** Meetings: The Executive Board shall meet once a month. All meetings shall be open to all members of this organization. These meetings will be held on the first Monday of the month.

## Faculty Members

K3	Loria Collins		
K4	Pat Drew		
K5	Cindy McMillan	BS	Francis Marion University
K5	Amelia Watts	BS	University of North Carolina
1st	Karen Thomas	M. Ed.	University of South Carolina
1st	Christie Baker	M. Ed.	Walden University
2nd	April Shelley	MA	University of South Carolina
3rd	Kelly Richardson	BA	Coastal Carolina University
4th	Susan Singletary	BS	Francis Marion University
4th	Lisa Campbell	BS	Francis Marion University
5th	Claudia Brewer	BA	University of South Carolina
5th	Amanda Anderson	BS	Coastal Carolina University
6th	Wendy White	BS	Francis Marion University
6th	Kristi Spivey	BS	Francis Marion University
Computer	Julie Moore		
English	Shannan Huggins	BA	Francis Marion University
P.E.	Kyle Drew	BS	Coastal Carolina University
English	Callie Smith	M. Ed.	Coastal Carolina University
Math	Cynthia Collins	M. Ed.	Francis Marion University
Math	Teresa Martin	BS	Francis Marion University
Math/Science	Joan Shelley	M. Ed.	University of South Carolina
Social Studies	Lon Spivey	BS	Clemson University
Social Studies	Jonathan King	BS	Coastal Carolina University
English/Music	Mary Jane Sarvis	M. Ed.	University of South Carolina
Science	Samantha King	BS	Presbyterian College
Science	Whitney Hewitt	BS	Francis Marion University
Spanish	Jennifer Daniels	BA	Francis Marion University
ELA/Library	Anne Daniels	MAT	Ashford University
Science	Ed Blackburn	BS	The Citadel
Art	Michelle Forney		
Music	Lorie Ann Rogers	BS	Francis Marion University
Insight	Pauline Scott	M. Ed.	Francis Marion University

<b>Administrative Staff</b>	
Hal D. Townsend	Headmaster BA Wake Forest/MA Appalachian State
Josie Snipes	Assistant Headmaster, Guidance
Susan Baker	School Secretary/Finance Officer
Wendy Ankarstran	Daycare
Chemisa Stewart	Canteen
Evelyn Robinson	Canteen
Leon Robinson	Custodian
Wyatt Spivey	Elementary Librarian
Robin Fenters	Daycare
Cissy Harrelson	Assistant
Lori Garris	Assistant
Lynn MacGillivray	Assistant

<b>Athletic Staff</b>	
Lon Spivey	Athletic Director
Jonathan King	Assistant Athletic Director, Varsity Football, JV Football
Kyle Drew	Boys Basketball, Golf, Football
Ed Blackburn	JV Girls Basketball
Lorie Ann Rogers	B Team, JV and Varsity Volleyball
Jerry Coleman	Varsity Tennis, Varsity Girls Basketball
Margaret Hunter	B Team Girls Basketball
Tommy Nolan	Track & Field
Brian Davis	Baseball, Football
Susan Baker	Cheerleading
Brian Lowe	Athletic Trainer

Danny Kitchen	JV Tennis
Bill Rogers	Varsity Softball
Rodney Rogers	Baseball
Will Eskridge	JV Softball