

TAMAQUA AREA HIGH SCHOOL
HONOR CARD PROGRAM 2008-2009

ARTICLE I: ELIGIBILITY FOR HONOR CARDS

- A. The Program is for all juniors and all seniors. Honor Cards are distributed on a quarterly basis and the Tamaqua Area Student Government Association (TASGA) maintains the program. The TASGA advisor oversees the honor card program.
- B. Academic eligibility is determined by the following:
 - 1. Students must carry 5 FULL TIME CLASSES (classes that meet 5 times a week) AND Physical Education during every quarter that they hold an honor card AND earned the quarterly grade being utilized.
 - 2. A student must have a 92% quarterly GPA to be eligible for their honor card and no more than one "C" (grade between a 78% and 85%) on their report card. Report cards that contain one or more "Ds" (grades of 70%-77%) will be denied application.
 - 3. Students who are taking one or more Advanced Placement or Dual Enrollment (college credit) classes must have a 90% quarterly GPA and nor more than one "C" and no "Ds."
- C. Acceptance into the Program
 - 1. Students who meet the academic requirements must have a "clean" discipline record. The Honor Card Review Committee (HCRC) reserves the right to withhold honor cards on the recommendation of faculty and administration for disciplinary issues in any quarter of the present school year or the final quarter of the preceding school year (See Article V).
 - 2. Students who meet the academic requirements are required to be actively involved in a school activity. School activities are defined as non-graded, extracurricular activities that do not meet during the regular school day. Study halls are not defined as part of the regular school day.
 - 3. Any act, either in school or out of school, that causes dishonor to the program will be reviewed by the HCRC. The character and academic progress of all honor card students will continue to be reviewed during the time the student has the privilege.

ARTICLE II: Procedure for Application

- A. Students applying for their quarterly honor card will submit their report card for the preceding quarter to the TASGA executive board and advisor for verification during the time determined by the TASGA advisor. HONOR CARD APPLICATIONS THAT ARE TURNED IN LATE SHALL NOT BE ACCEPTED. Grades are kept strictly confidential.
- B. Honor card applicants must fill out a parental permission form during the 1st quarter that they hold their honor card for that year.
- C. Honor card applicants must have TWO teacher signatures on their initial application for that year.

- D. Honor Card students must have the signature of the club advisor for the extracurricular activity they are involved in for that quarter. If activities for quarters change with each new honor card application so must the signature of the respective advisor.
- E. Report cards and permission slips will be filed and maintained by the Secretary of TASGA.
- F. Honor Card privileges go into effect after the quarterly meeting of all honor card applicants. All applicants MUST be present at the quarterly meeting. Failure to attend the quarterly meeting without a legitimate excuse will result in denial of the honor card for that quarter.

ARTICLE III: The Honor Card Review Committee (HCRC)

A. Composition:

- 1. The Chairperson of the HCRC will be the advisor of TASGA. The Chair is responsible for setting, chairing, and running meetings. The Chair has no vote except in the case of a tie. The Chairperson is responsible for carrying out the decisions of the HCRC.
- 2. There will be 16 members of the HCRC:
 - a. Permanent faculty members are selected by the respective departments of the high school faculty. There are 8 permanent members: Business, Fine Arts, Foreign Language, Guidance/Support Staff, Language Arts, Mathematics, Science, and Social Studies. Members shall be replaced by departments as needed and shall have one vote each.
 - b. There will be 4 junior members of the HCRC. The junior members will be nominated by the existing 4 senior members of the HCRC and approved by the permanent faculty members by a simple majority vote. The 4 junior members will be the senior members the following year. If a student member resigns the HCRC a new member from that grade will be nominated by the grade-level members of the HCRC and approved by simple majority of the permanent faculty members. Student members should have had their honor card at some point and be students who exemplify the characteristics of an honor card student. Each student member has one vote.

B. Procedure:

- 1. Meetings will be held in accordance with basic parliamentary procedure/ Robert's Rules.
- 2. Votes that need to be taken will be decided by simple majority.
- 3. Minutes of each meeting will be taken by a rotating student member. Meetings are NOT public and discussion will remain strictly confidential amongst the members of the HCRC.

C. Responsibilities:

- 1. It is the responsibility of the HCRC to uphold the academic and character requirements needed to attain an honor card.

2. Issues or violations in honor card requirements will be brought before the committee by the advisor or members at the bequest of faculty, staff, administration, TASGA, or members of the student body.

ARTICLE IV: Privileges/Restrictions

A. Privileges of an Honor Card

Honor card students may:

1. Report to the lobby in lieu of study hall or lunch after the study hall monitor and/or lunch monitor is aware that the student has an honor card.
2. Use the computer lab in lieu of a study hall as long as other students with passes are not denied using a computer.
3. Leave the building during a study hall.
4. Leave the building during a lunch period or eat their lunch in the lobby.
5. Bring in food for other honor card students who are eating lunch the same period as them in the lobby.
6. Leave the building early if their last period(s) of the day are study halls.
7. Come into the building for their first scheduled class of the day. For example, if an honor card student has a 1st period study hall they do not have to come to school until the beginning of 2nd period. However, late arrival students MUST make their homeroom teachers aware of their status. Late arrivals are responsible for communicating with the school when they are going to be absent. Late arrivals MUST sign into the office upon arrival to prove their attendance. All late arrivals must sign a list at the quarterly honor card meeting.

B. Restrictions of an Honor Card

Honor Card students may NOT:

1. Wander the halls. Honor card students who are in the building are either in the lobby or in the computer lab.
2. Interrupt classes.
3. Bring in food for non-honor card students.
4. Take food out of the cafeteria.
5. Leave the cafeteria or a study hall early if they reported to that area initially.
6. Bring food into the cafeteria for anyone other than themselves.
7. Enable non-honor card students to take part in the privileges of the honor card.

ARTICLE V: Loss of Privileges

A. Students can lose their honor card for the following:

1. Any academic behavior brought to the HCRC deemed unbecoming an honor cards student will be reviewed. This includes failing or below average performance as determined by the instructor of that course.

2. Detentions by administration will be reviewed and discussed by the HCRC. Decisions on detentions will be based on past practice and other statutes formerly set in the minutes by the HCRC.
 3. Saturday Detentions/In-School Suspensions will result in immediate loss of privileges for the remaining quarter and next eligible quarter.
 4. Out-of-School Suspension will result in the loss of privileges for the remainder of the year and possibly the next year as determined by the HCRC.
 5. No longer being involved in an extracurricular activity (i.e. quitting a club or sport).
 6. Out of school behavior brought to the attention of the HCRC deemed unbecoming an honor card student will be reviewed.
 7. Parents can request loss or suspension of privileges.
 8. Any disciplinary problem brought to the HCRC by faculty and staff will be reviewed.
- B. Student Appeals/Rights
1. The student has the right to appear before the committee while under review.
 2. The student has the right to hear the offense(s) in question and the right to know their accuser.
 3. The student has the right to respond to accusations and bring witnesses while under review.
 4. The student has the right to appeal the decision of the HCRC.

ARTICLE VII: Amendments/Changes

- A. Any changes or amendments to the Honor Card Program of Tamaqua Area High School will be instituted by TASGA, approved by the HCRC (or vice versa), and pass administrative approval.