



Academy of Science, Research, and Medicine

Student & Parent Handbook 2025–2026 School Year

Administration

Paulding County High School Principal: Andy Dorsey

Academy Director: Heather DeJohn-Mathis

Academy Faculty

English Language Arts (ELA): Soraiya Ali, Anna Nero

Mathematics: Ken Stott, Shannon Tucker

Science: Marc Pedersen, Tricia Pedersen

Social Studies: Sarah Owens, Wendy Bailey, Jordan Power Finton

Healthcare: Jo Swena

Welcome to the Academy of Science, Research, and Medicine

Welcome to the Academy of Science, Research, and Medicine. We are committed to academic excellence, integrity, and the pursuit of research-based inquiry. This handbook outlines the academic and behavioral expectations for all students enrolled in the Academy. Continued membership in the Academy is contingent upon meeting these standards that we have set forth.

I. Academic Expectations

Grade Requirements

To remain in good standing within the Academy:

- **AP, Honors, and Academy Core Classes**
Expectation: Students must maintain a **minimum grade of 75%**.
 - **70%–74%:** Student is placed on **academic probation** for one academic year.
 - **69% or below:** Student is **dismissed** from the Academy.
- **General Education Classes and Electives**
Expectation: Students must maintain a **minimum grade of 85%**.
 - **70%–84%:** Student is placed on **academic probation** for one academic year.
 - **69% or below:** Student is **dismissed** from the Academy.

II. Attendance Policy

Consistent attendance is critical to academic success. As outlined in the PCHS Student Handbook, an absence is considered **unexcused** if there is no formal documentation (e.g., doctor's note).

- **Expectation: Students are permitted no more than three (3) unexcused absences per semester.**
 - At **5 unexcused absences**, the student will receive an **Academy Probation Letter**.
 - At **10 or more unexcused absences**, the student will be **dismissed** from the Academy.
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III. Academic Dishonesty Policy

The Academy has a **zero-tolerance policy for cheating or academic dishonesty**.

- **1st Offense:**
 - Score of **0%** on the assessment.
 - Must **retake** the test in an alternative format.
 - **Maximum possible score on retake: 70%.**
 - **2nd Offense:**
 - Score of **0%** on the assessment.
 - **No retake** permitted.
 - **3rd Offense:**
 - Immediate **dismissal** from the Academy.
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IV. Testing Protocol

To ensure fairness and academic integrity, the following rules will apply during any testing situation:

1. Students must **remain seated** for the duration of the assessment.
2. **No talking** is permitted during testing.
3. **No electronic devices** may be out, unless the test is computer-based.
4. For electronic assessments:
 - All **browsers must be closed** prior to starting.
 - Only **one main screen** is permitted to be open.
5. **No personal items** may be on desks unless issued by the teacher.

Violations of these protocols will result in action according to the **Academic Dishonesty Policy**.

V. Dual Enrollment Policy

- **Math and Science Courses:**

Students **may not dual enroll** in any math or science courses unless **all Academy-required math and science courses** in their pathway have been completed.
- **AP Literature Dual Enrollment Exception:**

Students dual enrolled in AP Literature must still:

 - Complete the **Capstone Research Project**.
 - Submit the final version to **Ms. Ali**.
 - **Present** their research during **Capstone Presentation Night**.

Failure to meet these requirements will result in **non-Academy status for graduation**.

VI. Acknowledgment Form

Please sign below to confirm that you have read and understand the policies outlined in this handbook.



Student & Parent Handbook Policy Acknowledgement Form **(2025-2026 SY)**

Due Monday, August 11th, 2025

Student Acknowledgment

I, _____ (print student name), have read and understood the Academy of Science, Research, and Medicine Handbook. I agree to comply with the policies and expectations set forth for the 2025–2026 academic year.

Student Signature: _____

Date: _____

Parent/Guardian Acknowledgment

I, _____ (print parent/guardian name), have read and understood the Academy of Science, Research, and Medicine Handbook. I support my student in meeting the outlined expectations and policies.

Parent/Guardian Signature: _____

Date: _____