

Holloway High School

2018-2019

Student Handbook

This handbook is in addition to the Rutherford County System Code of Behavior and Discipline and other federal, state, and local codes and policies. It is not an exclusive document. The administration and faculty Holloway High School and the Rutherford County School System retain complete discretion to take any action that insures a positive and productive educational environment within the guidelines of the codes, laws, and policies.

No person shall on the basis of race, creed, ethnic origin, or sex, be excluded from participation in, be denied the benefits of, be treated differently from another person, or likewise be discriminated against in any educational program, interscholastic activity, club, or intramural athletics offered by Rutherford County Educational System.

*“To graduate productive citizens
with the potential to pursue
their desired career path.”*

STUDENT SCHEDULE

SEMESTER 1 (S1)

| PERIOD | ROOM # | CLASS | TEACHER |
|--------------------|--------|-------|---------|
| 1 | | | |
| 2 | | | |
| LUNCH/ ACTIVITY | | | |
| 3 | | | |
| 4 | | | |

SEMESTER 2 (S2)

| PERIOD | ROOM # | CLASS | TEACHER |
|--------------------|--------|-------|---------|
| 1 | | | |
| 2 | | | |
| LUNCH/ ACTIVITY | | | |
| 3 | | | |

| | | | |
|----------|--|--|--|
| 4 | | | |
|----------|--|--|--|

**Holloway High School Administration,
Faculty, and Support Staff**

Administration

| | |
|----------------------|---------------------|
| Sumatra Drayton | Principal |
| Fred D. Campbell III | Assistant Principal |

Counselor

| | |
|-------------------|------------------|
| Jennifer Courtney | School Counselor |
|-------------------|------------------|

Support Staff

| | |
|--------------------|--------------------------|
| Zulema Torres | Administrative Assistant |
| Cindy Larsen | Bookkeeper/Attendance |
| Sgt. Daniel Thomas | School Resource Officer |
| Caroline Huff | STS |
| Matthew Brown | Computer Tech |
| Frieda Poff | School Nurse |
| Becky Decker | Cafeteria |

Thomas Hardison

Lead Custodian

Faculty

| | | | |
|----------------------|------------|-----------|----------|
| Dr. Jessica Supakhan | Room 101 | CTE | 26105 |
| Sam Guydon | Room 202 | Math | 26109Dr. |
| Dr. Joel Rollett | Room 202 | Math | 26122 |
| Monica White | Room 204 | Math | 26129 |
| Jill Ethridge | Room 206 | Math | 26127 |
| Steve Effler | Room 208 | History | 26123 |
| Justin Spurlock | Room 210 | History | 26124 |
| Eldridge Sprolden | Room 203 | Science | 26128 |
| Lauren Cooley | Room 201 | Science | 26126 |
| Sheneka Hernandez | Room 301 | ELA | 26111 |
| Jessica Jones | Room 304 | ELA | 22210 |
| Jennifer Williams | Room 302 | ELA | 26112 |
| Haydee Martinez | Room 306 | Spanish | 26220 |
| Kimberly Hughes | Room 303 | Fine Arts | 26113 |
| Daniel Pierce | Room 200 | SPED | 26109 |
| Bobbie Palmer | Library | Media | 26110 |
| Debra Peralta | Automotive | CTE | 26114 |
| Kayla Wainwright | Room 400 | Phys Ed. | 26117 |
| Christy Yarlett | Room 100 | CTE | 26104 |
| Sarah Williams | Room 100 | CTE | 26104 |
| Michael Jarrett | Room ISS | ISS | 26115 |

2018-2019 HOLLOWAY HIGH SCHOOL CALENDAR

| | |
|------------------------|-------------------------------------|
| Wednesday, August 8 | First full day for students |
| Monday, September 3 | Labor Day (No school) |
| Thursday, September 6 | Progress Reports |
| Thursday, September 13 | Early dismissal (3.5-hour day) |
| October 1-5 | Fall Break |
| Thursday, October 11 | First nine weeks report cards |
| Thursday, October 18 | Student-Led Conferences 3:30-6:00 |
| Tuesday, November 6 | Election Day (Schools closed) |
| Thursday, November 8 | Progress Reports |
| Thursday, November 15 | Early dismissal (3.5-hour day) |
| November 21-23 | Thanksgiving Break (No School) |
| Thursday, December 20 | Abbreviated Day Students/Teachers |
| December 21-January 4 | Winter Break |
| Tuesday, January 8 | Students return from Winter Break |
| Thursday, January 10 | Second nine weeks report cards |
| Monday, January 21 | MLK Jr. Holiday (No School) |
| Thursday, January 31 | Early dismissal (3.5-hour day) |
| Thursday, February 7 | Progress Reports |
| Monday, February 18 | Presidents Day (No School) |
| Thursday, March 7 | Early dismissal (3.5-hour day) |
| Thursday, March 14 | Third nine weeks report card |
| Thursday, March 21 | Student-Led Conferences 3:30-6:00 |
| March 25-29 | Spring Break |
| Thursday, April 11 | Progress Reports |
| Friday, April 19 | Good Friday (Schools closed) |
| Monday, May 27 | Memorial Day (Schools closed) |
| Tuesday, May 28 | No school for students |
| Wednesday, May 29 | Last Day of School, Abbreviated Day |

GOAL, MISSION, VISION, BELIEFS, AND SCHOOL NORMS

GOAL

The goal for Holloway High school is to graduate all students who enter the doors and prepare them to be life-long learners and productive citizens.

MISSION

The mission of Holloway High School is “to graduate productive citizens with the potential to pursue their desired career path.”

VISION

Holloway High School’s vision is to educate its students to become lifelong learners and productive members of society. We will strive to create a stimulating learning environment where academic and social needs are met.

BELIEFS

The faculty and staff of Holloway High School believe:

1. Every student deserves a safe, comfortable, and nurturing environment in which to learn, achieve, and succeed.
2. Students’ actions will reflect responsible members of society.

3. Students are provided with the opportunity and resources to reach their highest potentials.
4. The learning process is a responsibility shared by parents, community, students, and school members.
5. Educators will use a variety of teaching strategies to ensure that all students achieve success through daily instruction and assessment.
6. Policies reflect the need to improve student achievement and to create a positive learning environment.

SCHOOL NORMS

We believe all students can learn at a high level.

We believe we are the key contributors to our student's ability to learn.

We believe education is critical to the future of our students.

We believe in the acceptance of responsibility for ensuring that a high level of learning takes place at all times.

OPERATIONS

Bell Schedule

School begins at 8:30 and dismisses at 3:30. Students arriving before 8:00 am should enter through the front doors and wait in the cafeteria or main hallway. Students are not permitted to roam the building or go into the annex. The bell schedule will be posted in each classroom at the beginning of the year. Students will not be permitted in the school before 7:30 a.m., doors open at 7:45 am.

Attendance Policy

Since Holloway utilizes a 4X4 block schedule, a student missing one day is equivalent to two instructional days in a regular bell schedule. Attendance is a key factor in student achievement; therefore, students are expected to be present and on time each day school is in session. Absences will be classified as either excused or unexcused as determined by the principal or his/her designee. Absences will be **excused** for the following reasons:

1. Personal illness.
2. Illness of immediate family member.
3. Death in family.
4. Dental or medical appointments. It is recommended that these appointments be scheduled after school or when school is not in session. The school may require verification of a doctor's visit.
5. Required court appearances. (Verification may be required.)
6. Extreme weather conditions.
7. Religious observances.
8. Extenuating circumstances, with appropriate documentation, which in the judgment of the principal constitute a good and sufficient cause of absence from school.

A doctors' statement may be required after three days of personal illness. If a student has accumulated five absences, whether excused or unexcused, a doctor's note specifying inclusive dates for the illness must be submitted for any subsequent (the eleventh and all thereafter) absences to be excused.

Truancy is defined as an absence for an entire school day, a major portion of the school day or the major portion of any class, study hall or activity during the school day for which the student is scheduled.

A student accumulating more than ten (10) consecutive or fifteen (15) reported absences (excused or unexcused) during any semester renders them ineligible to retain a driver's permit or license, or to obtain such if of age.

To qualify for reclaiming a driver's permit or license, the student must make a passing grade in at least three (3) full unit subjects or their equivalency at the conclusion of a subsequent grading period.

Perfect Attendance

To be eligible for perfect attendance, a student must be in attendance for a length of time equal to the state's minimum hourly requirement for a school day. To have perfect attendance in a particular class, a student must be present every day for over half the class period.

Attendance Incentives

1. Final exam exemptions
Eligibility for exam exemptions begins the first day of school in each class and is determined on an individual class basis. A student who has been suspended (ISS or OSS) is not eligible for exemptions.

Guidelines for Final Exam Exemptions

Full Year Class

8 absences A average

One Semester Class

4 absences A average

| | | | |
|------------|-----------|------------|-----------|
| 6 absences | B average | 3 absences | B average |
| 4 absences | C average | 2 absences | C average |
| 2 absences | D average | 1 absence | D average |

2. Any student with four years of perfect attendance will receive a plaque in recognition of this achievement.

Early Dismissal/Checkout Procedures/Tardies/Etc.

1. All students must sign out through the attendance office when leaving campus.
2. Students who become ill at school are expected to get permission from their classroom teacher to report to the school nurse or attendance office.
3. Remaining in the restroom will be considered skipping class.
4. Students are not allowed to check out of school to eat lunch off campus.
5. It is recommended that all appointments be made before or after school hours.
6. A student returning to school after an absence must turn in his/ her excuse or parent note to the attendance clerk. Students will be allowed to make up work in accordance with the Rutherford County Board of Education Attendance Policy.
7. Students are expected to arrive at school before 8:30 am. Any student reporting after 8:30 am must report attendance clerk to check in. Being late to school, unexcused, is the same as being late to class. Parents who drive their children to school are expected to make the necessary arrangements that will enable their children to arrive on time. Excessive traffic, car problems, etc. are not considered acceptable excuses.

8. Promptness to school and to each class is important. Tardies are counted per semester. If a student is more than 10 minutes late to class it will be considered as skipping.
9. A school official must excuse the student any time it becomes necessary to leave campus. The procedure is as follows:
 - A. Bring a note stating the reason necessary to leave school to the attendance office before 8:30 a.m. Make sure a parent's phone number is on the note.
 - B. Sign out in the attendance office as you leave.
 - C. All early dismissal/checkouts **are UNEXCUSED** until proper documentation is provided.
 - D. If you return to school, sign back in. The full responsibility for completing this procedure rests with the student. The student should save all excused permits until the end of the semester.
 - E. Students whose parents do not come into the attendance office to check them out must have THE NOTORIZED FORM on file before they will be permitted to leave. These forms can be picked up in the attendance office.
 - F. **As a courtesy, all parents will be notified (including students 18 years or older) if you check out early from school.**

Student Driving

Students who do not comply with parking regulations are subject to warnings, immobilizations, or towing at the student's expense. Student driving privileges shall be revoked and/or citations may be issued if the following guidelines are not followed:

1. There is a 10-mile per hour speed limit on campus.
2. Vehicles and the parking area are off limits during the school day without administrative approval. **There will be no loitering in the parking lot or sitting in vehicles for any reason, before, during, or after school hours.**
3. Vehicles in the student parking area MUST display a valid parking permit. These may be purchased for \$5.00.
4. Student parking will be first-come, first-serve in the designated parking lot. (Students may not park in spots marked "reserved.")
5. Drivers should always yield to pedestrians.
6. Students should operate vehicles in a safe and lawful manner at all times.
7. NO PARKING IN THE FRONT OF THE BUILDING
8. Students may not cut across the grass or the parking lot. They must follow the flow of traffic in exiting or coming to school.

9. Students may not play loud music from their vehicle.

Students who exhibit dangerous driving or do not follow the above rules will have their driving privileges suspended.

Attendance and Driving

According to state law, (TCA #49-6-3017) if a minor has been absent from school for ten (10) consecutive unexcused days OR fifteen (15) total unexcused days in one semester, or if a student fails to maintain satisfactory academic progress based on end of semester grading (must have passing grades in three classes), the Department of Safety shall deny or suspend a driver's license or learner's permit to such a person. Holloway High School will send Certificates of Non-Compliance to a Driver's License Review Committee of the Rutherford County Board of Education every twenty (20) days. Rutherford County will then notify the Department of Safety. When a student who is a minor applies for a driver's license, the student must take a Certificate of Compliance before a license will be issued. This certificate can be obtained in the attendance office at Holloway High School.

Visitors

All visitors are required to report to the office. Most visitor business can and should be handled in the office. All visitors must be issued a visitor's pass before visiting any other part of the school. The principal must clear exceptions to this policy in advance. Students are not allowed to have visitors during the school day without Principal's permission.

Withdrawal

The school will not transfer records to any other school until all debts have been cleared. Students wishing to withdraw

from this school during the school term for any reason must complete the following:

- Bring a written statement from parent (student if 18) stating the date of the withdrawal
- Report to the front office to pick up a withdrawal form
- Report to the library, cafeteria, and night school principal to clear any debts
- Return all textbooks to teachers
- Have teachers put current grades on the withdrawal form
- Report to Mrs. Courtney in the Counseling Office for final clearance.

ACADEMIC AFFAIRS

Grading Policy

The grading system for subject-area grades is expressed by numerical value. The numerical values are equivalent to the following letter grade:

| | |
|---|------------|
| A | 93- 100 |
| B | 85- 92 |
| C | 75- 84 |
| D | 70-74 |
| F | Below 70 |
| I | Incomplete |

TENNESSEE GRADUATION REQUIREMENTS

| | |
|------------------|-------------------|
| English | 4 credits |
| Math | 4 credits |
| Science | 3 credits |
| Social Studies | 3 credits |
| Wellness | 1.5 credits |
| Foreign Language | 2 credits |
| Fine Art | 1 credit |
| Personal Finance | .5 credit |
| Elective Focus | 3 credits |
| Elective | 1 credit |
| Total | 23 credits |

Make-up Work

A student who has been absent is responsible for all assignments during his/her absence. The assignments may be made up within **five** days of returning to school.

EXCEL Time

EXCEL time is an opportunity for students to go to a teacher for extra help, make-up work, etc. EXCEL time is between 12:06 and 12:46 pm. Students must have an EXCEL time pass in order to leave their mentor room to go to another teacher for intervention. **Students who do not attend an assigned EXCEL will be considered skipping.**

Parent/ Teacher/ Administrative Conferences

Two school-wide parent/teacher conferences are scheduled each year. Additional conferences may be arranged by

contacting the teacher during his/her planning period. Teachers may not leave their class during class time to confer with parents. Since it is the goal of the administration of Holloway High School to begin each day as orderly as possible, the administration will be available for parent conferences and to receive or return telephone calls after 9:00 A.M. Please see the school secretary to make appointments.

STUDENT CONDUCT

Assemblies/Athletic Events

The following guidelines apply for assemblies and/or athletic events.

- Students are expected to enter the gymnasium in a quiet orderly manner.
- Students are expected to be respectful and courteous always.
- The appearance of someone on stage or at the microphone is the automatic signal for the audience to become silent.
- Students are not permitted to leave and return to a home game.
- Students are expected to make transportation arrangements for after school activities before the activity.
- Loitering in the lobby, restrooms, or doorways is not allowed.
- All school rules are in effect at all school sponsored events.
- A student who fails to act appropriately will be asked to leave and will not be admitted to future events.

Classroom Responsibilities and Expectations

Teachers will explain classroom expectations to all students at the beginning of each school year.

Classroom expectations will be posted in each room. Students are to observe these rules or be subject to disciplinary action.

Repeated or excessive misconduct will result in the referral of a student to the office.

Conduct Violations

- Loitering in unauthorized areas
- Skipping school/excessive tardies to class
- Possession of cigarettes, lighters, matches, or smoking paraphernalia
- Use of games, cell phones, headphones, pagers, electronic devices in class without permission.
- Disrespect to faculty or staff
- Willful and persistent violation of the rules of the school (**includes cell phone usage during instructional time**)
- Immoral or disreputable conduct, including vulgar or profane language
- Violence or threatened violence against the person of any personnel attending or assigned to any school
- Willful or malicious damage to real or personal property of the school, or the property of any person attending or assigned to the school
- Inciting, advising, or counseling others to engage in any of the acts previously listed
- Marking, defacing, or destroying school property

- Possession of a pistol, gun, or firearm on school property (Zero Tolerance Offense)
- Possession of knife, etc., as defined in TCA 39-17-1301, on school property (Zero Tolerance Offense)
- Assaulting a principal or teacher with vulgar, obscene, or threatening language
- Unlawful use or possession of barbitol or legend drugs, as defined in TCA 53-10-101 (Zero Tolerance Offense)
- Sexual Harassment (The Rutherford County Board of Education policy will be followed)
- Conduct prejudicial to good order or discipline.

Discipline Procedures

In accordance with Discipline Procedure of the Rutherford County School System, dispositions are outlined below. Disciplinary action will include appropriate hearings and reviews, and in all cases, the rights of the individuals will be ensured and protected.

1. Expulsion (Zero Tolerance)

Student will be removed from the school system for an extended period, of at least one school year, or permanently by Board of Education action.

2. Suspension

a. Removal of the student from the campus and exclusion from all school sponsored activities during suspension by the Administration or the Board of Education.

b. In-school suspension—Removal from class or classes. Any student who misbehaves serving In-school suspension will automatically be suspended out of school.

3. Parent/ Teacher Conferences
4. Returned to zoned school
5. Remanded to Daniel McKee Alternative

2018-2019 Holloway High School Dress Code Policy

Shirts

- Collared shirt (2" logo permitted); no sleeveless shirts permitted
- Button-up shirts will be buttoned within 5" of the neck; no white tees
- Must be appropriately fitted—not too large, too tight, or too short; look professional

Sweaters, Jackets, Hoodies and T-Shirts

- Holloway hoodies may be worn (if hoodie, jacket, or sweatshirt is removed, student must have on a collared shirt) ***Any Holloway shirt (on any day) will meet dress code guidelines***
- Must be appropriately fitted—not too large, too tight, or too short

Pants and Jeans

- Absolutely no holes, patched holes, shred-threads/faux holes
- Cargo and camouflage pants are permitted

- Leggings allowed under appropriate-length dress, skirt
- No pajama pants, sweat pants, or form-fitting pants
- **Blue** jeans permitted on Fridays only
- All jeans/pants/shorts must not sag below the waistline

Shorts, Skirts, Dresses

- Must be longer than the students longest finger
- No strapless dresses
- Cargo shorts are permitted
- Must fit appropriately (no stretch/form-fitting fabric)

Shoes

- No flip-flops or house slippers

Tattoos

- Tattoos that display drugs, alcohol, tobacco products, gang-related, or sex-related words or images must not be visible

Hats/Sunglasses/Hoods

- Hats, Sunglasses, and Hoods are not to be worn in the building

Dress Code Non-Compliance

Students who come to school out of compliance with the dress code will correct the issue immediately. Repeated non-compliance will result in ISS or being returned to his/her zone school.

Due Process

Due process will include appropriate hearings and reviews, in all cases; the rights of individuals will be ensured and protected.

Electronic Devices

Rutherford County Board Policy 6.312 states:

“Students may possess personal communication devices, portable gaming devices and personal electronic devices including, but not limited to, cell phones, laptops, tablets, mp3 players, and cameras on school property so long as such devices are turned off and stored in backpacks, purses or personal carry-all’s.

A teacher may grant permission for the use of these devices to assist with instruction in his/her classroom. **Teachers may also ask for all phones to be placed on the teacher desk during instruction.**

Teachers are encouraged to incorporate these devices to assist with instruction in the classroom and to integrate these devices into their course work. The principal or his/her designee may also grant a student permission to use such a device at his/her discretion. Students must adhere to the Rutherford County Board of Education's Acceptable Use Policy when using personal communication devices as permitted in

this policy. Unauthorized use or improper storage of a device will result in confiscation of the device and appropriate disciplinary action.

A person who discovers a student using, accessing, or displaying a personal communication device in violation of this policy shall report the violation to the principal. The device will be confiscated. Any student who possesses a personal communication device in violation of this policy is subject to disciplinary action.

Students may use cellular telephones while attending after school activities.

Possession of a cellular telephone under the circumstances set forth in this policy is a privilege which may be forfeited by a student who fails to abide by the terms of this policy.

The Rutherford County Board of Education, its schools, nor its employees assume any responsibility or liability for the loss of or damage to any student's personal communication device, or for the unauthorized use of a student's personal communication device.”

Field Trips

All school rules regarding appropriate dress and student behavior apply during field trips. Permission slips and money for field trips must be turned in by the assigned deadline.

Halls

Students should be in the hall only at the beginning and the end of the school day, going to or from lunch or assemblies, or during class when they have teacher permission.

Students' Rights and Responsibilities

A student has full rights and citizenship as defined by the Constitution of the United States and assumes the responsibility to take positive actions relative to the Constitution, the laws of the State of Tennessee and policies, rules and regulations of the Rutherford County Board of Education and Holloway High School.

Vandalism and Property Damage

Our school building and equipment are made available through taxes paid by all citizens of Rutherford County. Students who destroy or vandalize school property will be required to pay for loss or damages.

Suspension or expulsion may result from willful destruction of school property. Accidental damage to school property should be reported to a teacher or to the office personnel immediately

STUDENT SERVICES

Cafeteria

The school cafeteria is maintained as a vital part of the health program of the school. Breakfast will be served until 8:25 AM. A well-balanced lunch is offered at a reasonable price. There is no charging of meals in high school. The cafeteria management and your fellow students will appreciate your cooperation in the following areas:

General Rules

- Students are responsible for cleaning up after themselves.
- Students are expected to use good manners.
- Visitors other than immediate adult family members are not permitted during lunch.
- All food and drinks are to be consumed in the cafeteria, unless approved by the principal.

Computer Use

Students and parents will be required to sign a technology permission authorization. Disciplinary action will be taken for inappropriate use of any school technology.

Counseling Services

Counseling services are available to students at Holloway High School through the school counseling office. A student is welcome to come by the counseling office during times as approved by his/her teacher and the counselor. Parents may also make appointments to meet with the counselor to discuss their child's records, progress, etc.

Media Center/Library

The library is designed to make supplementary resources available to all students at Holloway High School. The library may be used during reading and instruction, activity period, or other times as permitted by the teacher or scheduled by the librarian. Students must be accompanied by the teacher when going into the library unless approved by the media specialist.

The student is responsible for lost and damaged books. The fine for overdue books will be posted in the library.

Lockers and Locks

Hall lockers are available for student use and will be assigned by administration. Students are responsible for keeping their lockers clean and locked. Locks may be rented for a year for \$5.00. Students who wish to use their own lock may do so but must also understand that if administration or police need to enter the locker they will remove the lock with no replacement. A \$5.00 replacement fee will be charged for lost locks rented from Holloway High School. Students are cautioned about giving their combinations to other students. Students who choose not to rent a lock are cautioned not to keep valuables in their lockers. Holloway High School will not be responsible for items lost or stolen from a locker which does not have a lock. Damage to lockers caused by misuse will be charged to the student. Student lockers are school property, and school officials reserve the right to open and inspect any school locker at any time.

Parking Passes

All students driving to school will be required to purchase a parking pass. All passes will be marked with a number indicating the parking location. The cost is \$5.00. **If you have a vehicle on campus without a parking pass you will be subject to loss of driving privileges until a pass is purchased.**

Medications

School officials or teachers will not routinely dispense medication to students except in unique situations in which a child's health is dependent upon emergency medical aid. If under exceptional circumstances a child is required to take oral medication during school hours and the parent cannot be at school to administer the medication the parent/guardian must turn in "Permission for Administration of Prescription or Non-Prescription Medication Form." A parent must bring the medication to the office in the original container. All medication must be checked into the office. Students are not permitted to have medicine in backpacks, purses, pockets, etc.

School Insurance

School insurance is available to all students. Information will be given to each student at the beginning of the year. Participation in this program is optional. Students taking part in athletics must have insurance.

Telephone

Student use of the telephone during the school day is discouraged. Students will be permitted to use the telephone only in case of an emergency. Students will not be called from class to the telephone unless it is an emergency. A student must have permission by the teacher to come to the office to ask permission to use the phone.

STUDENT ACTIVITIES

After-School Activities

The school schedules a variety of sporting events and activities each year. A detailed schedule will be issued later in the school year. All school rules are in effect at these functions.

Athletic Eligibility

Holloway High School athletics include basketball, bowling, and volleyball. If a student is forced to withdraw from school, or is prevented from enrolling in school, due to the student's illness, his/her accident, or his/her disability, the principal may request a ruling regarding the student's eligibility, provided the student was eligible at the time the illness or accident forced the student to withdraw or prevented the student from enrolling in school. If ruled eligible, such a student shall be charged with a semester of attendance for athletic purposes for the semester of non-attendance or withdrawal.

A student who returns to a member school after attendance at a school of correction or alternative school may be eligible for athletic participation provided the school of correction or alternative school is accredited by the Tennessee State Department of Education and provided the student returns to the school attended before entering the school of correction or alternative school.

For athletic purposes the scholastic record filed in the office of the principal or superintendent at the end of a semester shall be final. Credits earned in a summer school accredited by the

State Department of Education shall be recognized for eligibility purposes provided the student was enrolled during the spring semester immediately preceding the summer session and attended at least 40 days of that spring semester.

A student who drops out of school before the end of the semester shall be ineligible to participate in secondary school athletics until the student has been in school a semester and has passed in at least five full unit subjects or the equivalent. (To become eligible under this regulation, a student must attend school for at least 40 days of the semester, but in no case, shall the eligibility become effective until the beginning of the succeeding semester.)

This is based on the end of the year average. If a student/athlete shows defiance's in a class during the current school year, he or she may/or can be put on academic probation. Dismissal from sports teams may occur at any time when deemed necessary by the school administrators.

Holloway High School also expects our athletes to be good student leaders and role models. Any athlete that continues to be a disciplinary problem or who fails to represent his/her team in a positive manner may be dismissed from the team.

A valid birth certificate and doctor's examination must be presented to the coach before the student will be allowed to practice with the team. The student must adhere to all rules and regulations of the school and team.

SYSTEM TELEPHONE NUMBERS AND WEB SITES

Rutherford County School System: 615-893-5812

Rutherford County Schools Message Center phone number:
615-904-3818

Rutherford County School System web address:
www.rcschools.net

Holloway High School telephone number: 615-890-6004

Holloway High School fax number: 615-904-7508

Snow line/Emergency School closing line: 615-904-3883

HOLLOWAY HIGH SCHOOL BELL SCHEDULE

| | |
|-------------|------------------|
| 8:30-9:51 | FIRST BLOCK |
| 9:55-11:11 | SECOND BLOCK |
| 11:15-11:41 | A LUNCH/ACTIVITY |
| 11:44-12:06 | B LUNCH/ACTIVITY |
| 12:10-12:44 | EXCEL |
| 12:48-2:06 | THIRD BLOCK |
| 2:10-3:30 | FOURTH BLOCK |

ALL RIDES MUST BE HERE NO LATER THAN 3:45 PM

**Acknowledgement of Discussion
of Student Handbook
for Holloway High School**

By signing this document, I have read and understand the Holloway High School Student Handbook. I understand that I will be held accountable for all information contained in the handbook. I also know the handbook is available on the Holloway High School website if I need to review its contents.

Student Signature _____

Date _____