

2018-2019 North Greene High School Student Handbook



North Greene High School Home of the Huskies

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Mr. David McLain: Director of Schools
Amanda Weems: Principal
Christopher Gardenhour: Assistant Principal
Caroline Shelton: Assistant Principal

School Colors: Forest Green and Gray
Mascot: Siberian Husky
School Yearbook: The Husky

Student Name _____

2018-2019 Greene County Schools Calendar

August 1	In-Service (County-level)
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August 2	Abbreviated Day
August 3	Professional Learning Exchange (All Staff)
August 6	First Full Day of School
August 22	12 PM Dismissal. Teacher work day 3:15-5:15
August 31	Admin Flex Day (No Students)
September 3	Labor Day Break
September 13	Interim Report
September 19	12 PM Dismissal. Teacher work day 3:15-5:15
October 5	End of 1 st Nine Weeks
October 8-12	Fall Break
October 17	Report Cards
October 24	12 PM Dismissal. Teacher work day 3:15-5:15
November 6	Professional Learning Exchange (All Staff)
November 20	Interim Report
November 21-23	Thanksgiving Holiday
November 28	Admin 3:15 - 5:15
December 19	Abbreviated Day, End of 2 nd Nine Weeks
December 20-January 4	Christmas Break
January 7	Administrative Day (No Students), Flex
January 8	First Day of Second Semester
January 9	Report Cards
January 21	Martin Luther King Day (No School)
January 30	12 PM Dismissal. Teacher work day 3:15-5:15
February 13	Interim Report
February 18	President's Day (No Students)
February 20	12 PM Dismissal. Teacher work day 3:15-5:15
March 12	End 3 rd 9 Weeks
March 18	Report Cards
March 25-29	Spring Break
April 10	12 PM Dismissal. Teacher work day 3:15-5:15
April 19	Good Friday
April 25	Interim Report
May 18	Graduation 3:00pm
May 20	Last Full Student Day
May 21-22	Professional Learning Day (No Students) All Staff
May 23	Administrative Day (No Students)
May 24	End 4 th 9 Weeks - Report Cards Last Day for Students Dismiss @ 10 am

IT IS EACH STUDENT'S RESPONSIBILITY TO REVIEW EVERYTHING IN THIS HANDBOOK, INCLUDING ANY INSERTS.

Mission Statement of North Greene High School

The mission of North Greene High School is to prepare all students to become productive, tolerant responsible citizens and life-long learners by:

- Providing a caring and safe learning environment
- Fostering State and National standard proficiencies
- Promoting technology literacy
- Encouraging critical thinking skills
- Incorporating character education

WE BELIEVE

1. Each student is a valid individual with physical, social, emotional and intellectual uniqueness deserving the opportunity to learn according to his/her ability.
2. Students will recognize that school is a challenge, a privilege, a right and an opportunity.

3. Student achievement and policy/decision-making results from collaborative expectations and standards from parents, teachers, students and community.
4. That through instruction and assessment of basic skills, higher-level thinking skills, fine arts, technology and physical development, students will become literate, self-disciplined, independent and confident life-long learners.
5. Mutual respect and accountability are necessary for a positive and productive learning environment where students are actively engaged.
6. A successful school is an environment committed to a quest for excellence and provides every student with the best opportunity to learn and succeed.

Academic Integrity

Plagiarism, cheating, and other forms of academic dishonesty are prohibited. Students guilty of academic misconduct, either directly or indirectly, through participation or assistance, are immediately responsible to the teacher of the class. The teacher has the authority to assign an “F” or a zero (“0”) for the exercise or examination, or to assign an “F” in the course. In addition, some circumstances may warrant disciplinary action from the principal based on the nature of the infraction.

Attendance (Board Policy 6.200)

High School Attendance

1. All absences must be accompanied by a physician’s statement, other documentation such as an obituary, or be prearranged with the principal to be classified excused. Parents are to call the school by 8:30 a.m. each day.
2. Documentation must be presented to the office the day the student returns to school. The student’s absence will be classified unexcused without proper documentation.
3. A student who comes late to any class during the day (after the late bell) or leaves early (prior to the dismissal bell) will be considered tardy. Three unexcused tardies during a semester will be considered one unexcused absence for each class. All tardies over three will be reported to the office.
4. If a student misses 2 or fewer days within a semester, they will be exempt from taking the semester test. These students will receive their course average for test grade. If a student misses, no days within a semester they will be exempt from taking the semester test and receive a 100 for the test grade. No student will be exempt from taking a state mandated End Of Course test based on their attendance.
5. Principals may schedule make-up sessions for any class periods that are missed more than five (5) times during the semester (whether the absences are classified excused or unexcused, including three tardies which equal one absence) must be made up time for time in one of the make-up sessions or the student may be referred to the truancy board. All time for time make up sessions must be completed by the end of the semester.
6. Students who have missed more than five (5) days may appeal special circumstances to a review board in writing with appropriate documents. The review board will meet as needed and will notify the student of the results of the review. The review board will consist of the teachers of that student and an administrator.
7. If a student is required to participate in a remedial instruction program outside of the regular school day where there is no cost to the parent(s) and the school provides bus transportation, unexcused absences from these programs shall be reported. (TCA 49-6-302, state law) Failure to attend an assigned after school program will result in one unexcused class period and will count toward truancy.
8. Excessive absence, even when accompanied by a physician’s statement, may result in truancy charges.
9. Students who are absent five (5) days without adequate excuse will be reported to the Director of Schools or his designee who will, in turn, provide written notice to the parents/guardians of the student’s absence.

Progressive Truancy Intervention Plan

Prior to referral to juvenile court, the following progressive truancy intervention plan will be implemented. Students with three (3) unexcused or five (5) total absences shall be subject to the progressive truancy intervention framework outlined below.

Tier I - of the progressive truancy intervention plan may include the following:

1. A conference with the student and the student’s parent/guardian;
2. An attendance contract, based on the conference, signed by the student, the parent/guardian, and an attendance supervisor or designee. The contract shall include:

a. A specific description of the school's attendance expectations for the student. The period for which the contract is effective, penalties for additional absences and alleged school offenses, including additional disciplinary action and potential referral to juvenile court

3. Regularly scheduled follow-up meetings to discuss the student's progress.

Tier II- If a student accumulates additional unexcused absences in violation of the attendance contract in Tier I, the student will be subject to Tier II. Under this tier, a principal or designee shall conduct an individualized assessment detailing the reasons a student has been absent from school. The principal or designee may refer the student to counseling, community-based services, or other services to address the student's attendance problems.

Tier III- The student who has failed to improve attendance and has accumulated ten (10) unexcused or fifteen (15) total absences shall be referred to the school system truancy board. The system truancy board will assign additional intervention steps. Finalized plans shall be approved by the Director of Schools/designee. Failure to improve attendance after these steps or failure to adhere to the steps prescribed by the truancy board will result in referral to juvenile court.

TCA 49-6-3007. Attendance and truancy reports Enforcement of compulsory attendance. It is the duty of the principal or teacher of every public, private or parochial school to report promptly to the director of schools, or the director of schools' designated representative, the names of all children who have withdrawn from school, or who have been absent five (5) days without adequate excuse. This means an aggregate of five (5) days during the school year and not necessarily five (5) consecutive days. Each successive accumulation of five (5) unexcused absences by a student shall also be reported.

TCA 49-6-3009. Penalty for violations.

(a) Any parent, guardian or other person who has control of a child, or children, and who violates this part commits a Class C misdemeanor.

(b) Each day's unlawful absence constitutes a separate offense.

TCA 40-35-111 - Authorized terms of imprisonment and fines for felonies and misdemeanors.

(3) Class C misdemeanor, not greater than thirty (30) days or a fine not to exceed fifty dollars (\$50.00), or both, unless otherwise provided by statute.

Driver's License Revocation

More than ten (10) consecutive or fifteen (15) reported absences unexcused or failing three (3) classes by a student during any semester renders a student ineligible to retain a driver's permit or license, or to obtain such if of age. The principal shall be responsible for notifying in writing the parents of the student of any action taken by the school.

In order to qualify for reclaiming a driver's permit or license, the student must make a passing grade in at least two (2) full unit subjects or their equivalency at the conclusion of a semester grading period.

Bus Transportation (Board Policy 6.308)

The school bus is an extension of school activity; therefore, students shall conduct themselves on the bus in a manner consistent with the established standards for safety and classroom behavior. Students are under the supervision and control of the bus driver while on his/her bus and all reasonable directions given by him/her shall be followed.

The principal of the student transported shall be informed by the bus driver of any serious discipline problem and may be called upon to assist if necessary. A student may be denied the privilege of riding the bus if the principal determines that his/her behavior is such as to cause disruption on the bus, or if he/she disobeys state or local rules and regulations pertaining to student transportation. The suspension of a student from riding the school bus shall follow the same procedures as for any other school suspension.

Any student who gets off the bus at any point between the pick-up point and school must present the bus driver with a note of authorization from the parent signed by the principal of the school that the student attends. Any student wishing to ride a bus other than his/her designated bus must have written parental permission from their parent and the parent of the student whom they will be going home with. Both notes must be signed by the principal or his/her designee.

Students who transfer from bus to bus while enroute to and from school shall be expected to abide by the discipline policies adopted by the Board and rules adopted by the staff of the terminal school.

Video cameras may be used to monitor student behavior on school vehicles transporting students to and from school or extracurricular activities. Video surveillance shall be used only to promote the order, safety, and security of students, staff, and property.

Bus Complaint Process

The following procedure will govern how students, teachers, staff, and community members shall submit bus safety complaints:

1. All complaints shall be submitted to the transportation supervisor; and
2. Forms may be submitted in person, via phone, mail, or email.
 - a. Written complaints may be submitted on forms located on the district's website. In the case of a complaint received via phone, the person receiving the phone call shall be responsible for filling out the form and submitting it to the transportation supervisor.

Care of School Property (Board Policy 6.311)

Students shall help maintain the school environment, preserve school property, and exercise care while using school facilities.

School property is defined as buildings, buses, books, equipment, records, instructional materials or any other item under the jurisdiction of the Board.

When the person causing damage or loss has been identified and the costs of repair or replacement have been determined, the director of schools shall take steps to recover these costs. This may include recommending the filing of a civil complaint in court to recover the damages. If the responsible person is a minor, recovery will be sought from the minor's parent or guardian.

In addition, the district may withhold the grades, diploma, and/or transcript of the student responsible for vandalism or theft or otherwise incurring any debt to a school until the student or the student's parent/guardian has paid for the damages. When the minor and parent are unable to pay for the damages, the district shall provide a program of voluntary work for the minor. Upon completion of the work, the student's grades, diploma, and/or transcripts shall be released. Such sanctions shall not be imposed if the student is not at fault.

Center for Technology (Board Policy 3.402)

Bus transportation will be provided by the Greene County Board of Education for students going to the Greenville-Greene County Center for Technology and returning from the vocational school to the home base high school.

The high school principal or assistant principal, upon written request from the parents and/or guardian, has the authority to permit an individual student to drive to the vocational school, if, in the opinion of the principal and/or assistant principal, a need exists. The principal or assistant principal of the home base high school will not give permission for a driving student to transport another student. A student that has proper permission to drive to the vocational school in the afternoon will not be permitted to return to the home base school in the afternoon unless the student has a scheduled school activity.

In the event the student, who has proper permission to drive to the vocational school fails to abide by these regulations, his driving privileges may be revoked permanently, or for any lesser length of time that will be determined by the principal or assistant principal.

Chemical Sensitivity Policy

People who are sensitive to perfumes and chemicals may suffer allergic reactions or other potentially serious health consequences from exposure. In order to accommodate students and faculty who are medically sensitive to the chemicals in scented products, North Greene High School requests that you refrain from spraying scented products, including but not limited to colognes, after-shave lotions, perfumes, deodorants, body spray, hair sprays or similar products in common areas (hallways, cafeteria, classrooms, etc). North Greene High School also asks you to refrain from the use of scented candles, spray air fresheners, plug-in wall air fresheners, and other such scented products.

Discipline Procedures (Board Policy 6.313)

The Greene County Board of Education believes that the school community, including students, parents, teachers, administration and the Board, must work together to provide a safe, supportive environment that promotes teaching and learning. Parties shall engage in collaborative efforts that instill a sense of self discipline in students and that protect the rights of individual students. Students must be taught to respect the person and rights of others and should be courteous and cooperative with school staff and students.

To develop self-discipline, students need to assume responsibility for their own behavior. They must obey all rules and regulations developed by the school to ensure the orderly operation of the educational program. Their behavior should neither hinder nor disrupt the learning environment.

The purpose of disciplinary measures is to help students understand, adjust and change unacceptable behavior. When a student violates the rules or regulations, school personnel shall administer discipline fairly and consistently and, when appropriate, involve the student's parent(s), who must share responsibility for correcting the child's misbehaviors. When determining disciplinary action, a variety of facts and factors must be considered, and good common sense application of interventions and options should always prevail. Every reasonable effort will be used to change a student's inappropriate behavior prior to implementing more severe actions such as suspension or expulsion.

Dress Code (Board Policy 6.310)

Students shall dress and groom in a clean, neat and modest manner so as not to distract or interfere with the operation of the school.

When a student is attired in a manner which is likely to cause disruption or interference with the operation of the school, the principal shall take appropriate action, which may include suspension.

In keeping with the educational purpose of this school district, students are expected to dress and groom themselves as individuals with a sense of responsibility. The district's dress code is established to teach hygiene, instill discipline, prevent disruption, avoid safety hazards and provide a positive learning environment. Each student is expected to keep his/her person and his/her clothing clean and neat.

It is expected that each student, while exercising the right to dress and groom himself/herself in an individual way, will also show, through his appearance, a high degree of respect for the standards of decency, cleanliness and style acceptable to the school. The administration has discretion in determining the appropriateness of dress. If it is determined that the dress or grooming of a student is inappropriate, the student will be sent home or removed to an alternate setting. Any class time missed during the time the student has gone home to change will be unexcused.

Dress Code (Board Policy 6.310 Exhibit A)

A partial list of guidelines includes:

1. Shirts, blouses or sweaters, pants/dresses and shoes must be worn at all times.
2. No head apparel, including caps, hats, headbands, bandannas, toboggans, or hair stockings will be worn in the building.
3. Clothing shall fit properly and shall not be unreasonably tight or unreasonably baggy.
4. Pants must be worn at the waist. No sagging allowed.
5. Shorts must have a 5" inseam or more.
6. Holes in pants must be at knee or below.
7. Skirts and dresses cannot be any shorter than two (2) inches above the knee. Sleeves of dresses must be at least a credit card width across.
8. No spaghetti straps, tank tops or muscle shirts, are permitted. Bare midriffs, bare shoulders or backs, and excessively low cut clothing, along with clothing made of see-through material is prohibited. The midriff area must be fully covered at all times.
9. Hairstyles, hair color, sideburns, and mustaches must be in good taste, clean and well groomed. No unusual hair color will be permitted (for example neon colors, orange, green, blue, purple, bright red, etc.)
10. Clothing that exhibits written, pictorial, or implied references to illegal substances, drugs, or alcohol, negative slogans, vulgarities, or that which attracts undue attention is prohibited.
11. Prohibited items include (1) long, large and/or heavy chains (2) studded or chained accessories and (3) sunglasses, except for health purposes.
12. Leotards, body suits, biking or jogging shorts, and skintight outer materials such as spandex are not appropriate.
13. For the safety of the school population, trench coats and dusters will not be allowed.
14. Facial jewelry shall be limited to the **ears** only.
15. Leggings will not be worn as pants, and must be worn under shorts or skirts that are at least (1) inch below the Fingertips.
16. Tattoos or body art containing vulgar language or obscene images will be prohibited. Excessive or visible body art, or tattoos may be deemed a distraction from the learning environment and be prohibited at the discretion of the principal or his/ her designee. A student may be asked to remove or cover such images as is appropriate to the situation.

Drug-Free Schools (Board Policy 6.307)

Students will not consume, possess, use, sell, distribute or be under the influence of illegal drugs or alcoholic beverages in school buildings or on school grounds at any time, in school vehicles or buses, or at any school-sponsored activity, function or event whether on or off school grounds. This includes but is not limited to abuse of inhalants and prescription drugs.

Disciplinary sanctions will be imposed on students who violate standards of conduct required by this policy. Such sanctions will be consistent with local, state and federal laws, up to and including suspension/expulsion as well as referral for prosecution. Completion of an appropriate rehabilitation program may also be recommended.

Student Alcohol and Drug Testing (Board Policy 6.3071)

Students will be notified in writing at the beginning of each school year or at the time of enrollment that they shall be subject to testing for drugs and alcohol during the school year. Principals are authorized to order drug tests for individual students when there is a reasonable cause to believe that:

1. The school board policy on alcohol and drug use has been violated;
2. A search of lockers produced evidence of the presence of drugs and/or alcohol;
3. A search of persons and containers produced evidence of a presence of drug and/or alcohol.
4. A search of vehicles produced evidence of the presence of drugs and/or alcohol; or
5. Through observation or other reasonable information reported by a teacher, staff member or other student that a student is using drugs and/or alcohol on school property.

Upon receiving reasonable information, the principal shall take the following steps:

1. Call the student into the principal's office or another private place;
2. Summon an appropriate witness to the proceeding and to assist in furtherance of the proceedings;
3. Inform the student of the substance of the information available to him/her which is the basis for the determination that a test is necessary;
4. Inform the student of the procedures which shall be followed in administering the test;
5. Give the student an opportunity to decline the test and inform the student that if the test is not taken the penalty shall be suspension from school and remanded to A/BIC for a minimum of 45 days;
6. Notify the parent or guardian of the student of the impending test; and
7. The principal or his/her designee, preferably a security officer, will escort the student to the lab designated by the school system for testing.

Upon receiving a written, certified copy of the analysis from the laboratory, the principal shall do one of the following:

1. If the results of the analysis are negative, all evidence of the individual test, including all records in the school that the test was ordered and the reasons therefore, shall be destroyed.
2. If the results of the analysis are positive, the student and parents or guardians shall be given the written notice of the results. In addition, they shall receive referral information which shall include counseling, in-patient, out-patient, and community-based drug and alcohol treatment programs.
3. In the case of positive results of the analysis, the principal shall follow discipline procedures as outlined in policy 6.313.

Food Service Management (Board Policy 3.500)

The School Nutrition Program will be operated on a nonprofit basis and will comply with all rules and regulations pertaining to nutrition, health, sanitation, internal accounting procedures, and service of foods and will meet all state and federal and local requirements necessary for participation.

Meals/snacks must be made available to all students in attendance. Free and reduced-price meals/snacks must be made available to students who are determined eligible for these benefits.

Students will be permitted to bring their lunches from home and to purchase allowable beverages and a la carte items at school.

Food or drink purchased at outside food establishments may not be brought into the school to be consumed until after the last serving period.

High school students will not be allowed to charge in the school cafeteria. If a student needs to charge for meals, they will report to the principal. The principal will determine what arrangement should be made for the charge.

Gang Activity or Association (Board Policy 6.3101)

Gangs which initiate, advocate or promote activities which threaten the safety or well-being of persons or property on school grounds or which disrupt the school environment are harmful to the educational process. The use of hand signals, graffiti, or the presence of any apparel, jewelry, accessory or manner of grooming which, by virtue of its color, arrangement, trademark, symbol, or any other attribute which indicates or implies membership or affiliation with such a group, presents a clear and present danger. This is contrary to the school environment and educational objectives and creates an atmosphere where unlawful acts or violations of school regulations may occur.

Incidents involving initiations, hazing, intimidations, and/or related activities of such group affiliations which are likely to cause bodily danger, physical harm or personal degradation or disgrace resulting in physical or mental harm to students are prohibited.

Grading System (Board Policy 4.600)

Schools teaching grades nine through twelve shall use the uniform grading system established by the State Board of Education. Using the uniform grading system, student's grades shall be reported for the purposes of application for post-secondary financial assistance administered by the Tennessee Student Assistant Corporation

Each school counselor shall provide incoming freshmen with information on college core courses required for lottery scholarships as well as necessary criteria (grade point average, ACT and SAT score, etc.) that must be met in order to receive a scholarship.

Seniors may apply for the Tennessee HOPE scholarship by completing the Free Application for Federal Student Aid (FAFSA). The FAFSA is available at the guidance office or on-line at www.fafsa.ed.gov. The priority date for FAFSA completion is May 1. Each school year, prior to scheduling courses for the following school year, schools teaching students in grades 8-11 shall conduct a lottery scholarship day for students and their parents.

Grading System (Board Policy 4.600 Exhibit A)

Subject-area grades shall be expressed numerically on report cards. The numerical values correspond to the following uniform grading system which is weighted for advanced coursework:

Uniform Grading System - Weighting for Advanced Coursework					
Grade	Percentage Range		Honors Courses and National Industry	Statewide Dual Credit Courses*	Advance Placement and International Baccalaureate Courses
A	93	100	Shall Include the addition of 3 percentage points to the final semester average.	Shall Include the addition of 4 percentage points to the final semester average.	Shall Include the addition of 5 percentage points to the final semester average.
B	85	92			
C	75	84			
D	70	74			
F	0	69			

**A statewide dual credit course is an existing high school course that incorporates postsecondary learning objectives and is aligned with an approved dual credit challenge exam. Students who pass these challenge exams will earn college credit accepted by all Tennessee public postsecondary institutions. Local education agencies must ensure all statewide dual credit courses incorporate the postsecondary objectives and that all students sit for the challenge exam.*

Beginning 2016-17 school year, in addition to the uniform grading system, additional quality points shall be assigned for the completion of honors, NIC, statewide dual credit, AP, Cambridge, IB, and dual enrollment courses as follows:

- a. One-half quality point (0.5) shall be added to the numerical quality point value corresponding to the letter grade received in the course for an honors or NIC course. For example, a final percentage grade corresponding to 3.5 shall convert to 4.0;
- b. Three-fourths point (0.75) shall be added to the numerical quality point value corresponding to the letter grade received in the course for a statewide dual credit course. For example, a final percentage grade corresponding to 3.5 shall convert to 4.25;
- c. One quality point (1.0) shall be added to the numerical quality point value corresponding to the letter grade received in the course for an AP, Cambridge, IB, or dual enrollment course. For example, a final percentage grade corresponding to 3.5 shall convert to 4.5.

These changes shall become retroactive for students enrolled during the 2016-17 school year. Weighted grades earned prior to the 2017 spring semester shall not be used to determine class rankings for the class of 2017 or class of 2018. Beginning with the class of 2019, the uniform grade scale shall be used for class rankings.

Grades given at the end of each nine weeks period will be determined from daily work, homework, written assignments, tests, in-class participation, projects, and other meaningful assignments. The teacher shall, when requested, be able to fully explain and justify the grade(s) to the student(s), parent(s)/guardian(s), and administrative/supervisory personnel. The teacher will weigh the value of grades given for various assignments and tests within the applicable period in computing the grade. The procedure will enable the teacher to allow for individual student differences in the grading process. All assignments and tests required for a student must be considered in the computation of his or her grade.

Mid-term exams will be required in all subjects. Semester and final course grades are not to be changed once recorded on a report card unless a student has successfully completed credit recovery.

Semester (final) test will be given at each high school in each subject area. The test will be weighed as 10% of the semester grade. For courses that do not require End-of-Course exam, each semester average will be determined by calculating each nine weeks average at 40%, mid-term exam at 10%, and final exam at 10%. For the courses requiring End-of-Course exam, each semester average will be determined by calculating each nine weeks average at 40%, mid-term exam at 5% and final exam at 15%. **These percentages may be subject to change based on the requirements set by the state department of education.** The EOC will be the final exam for the course. Mid-term grades will not be reflected as a part of the nine weeks grade and will be a comprehensive to the end of the nine weeks. The final exam will be a comprehensive over the entire semester.

Score conversions for End-of-Course tests are based on guidelines developed by the Tennessee Department of Education. The conversion table will vary from test to test. New conversion tables will be distributed to the students prior to testing dates.

The student shall be responsible for making up work missed during excused absences. The work of a student whose grades are satisfactory but are withheld because of failure to complete required work shall be reported as incomplete (I). If the incomplete is not removed within one semester, it will then become an "F." Dual enrollment students will earn one high school credit for each course completed using the following conversion chart:

College Credit Conversion Chart	
College Grade	High School Grade
A+	98
A	95
A-	93
B+	90
B	88
B-	85
C+	84
C	80
C-	75
D+	74
D	72
D-	70
F	69 or below

Graduation Requirements (Board Policy 4.605)

To meet the requirements for graduation, a student shall have attained an approved attendance, conduct and subject matter record, which covers a planned program of education, and this record shall be kept on file in the high school.

The pattern of courses, which shall be required of all students in grades nine (9) through eleven (11), shall be in accordance with the Rules and Regulations of the State Board of Education and the Board of Education. Before graduation, every student shall achieve specified units of credit:

Graduation Requirements

English	4
Mathematics	4
Science	3
Social Studies	3
Physical Education/Wellness	1.5
Personal Finance	0.5
Foreign Language	2
Fine Arts	1
Electives	9
Total Credits	28

Special education students who successfully complete their Individualized Educational Plan (IEP) and do not pass all of the required courses will receive a Special Education Certificate.

Students who have completed all graduation requirements will be awarded the Regular Diploma. Students who have completed all graduation requirements shall be awarded such based upon the following number of credits: Regular Diploma-28, Honors Diploma-30

To become an honors graduate, the student must maintain a minimum grade point average of 3.500 (no rounding) throughout the first semester of his/her senior year and must meet the ACT benchmarks in all four subject areas.

Honor graduates will be ranked first, followed by "Graduates with Distinction" and other students.

To "Graduate with Distinction", a student must have a B average and one of the following:

- Earn a national recognized industry certification
- Participate in one of the state's All State musical organizations
- Participate in one of the Governor's Schools
- Be selected as a National Merit Finalist or Semi-Finalist

- Attain a score of 31 or higher composite score on the ACT
- Attain a score of 3 or higher on at least two advanced placement exams
- Complete the International Baccalaureate Diploma Program
- Earn 12 or more semester hours of transcribed college credit
- Require students to take a minimum of one math course per year.

Student Load

All students in grades nine (9) through eleven (11) shall be enrolled each semester in subjects that will produce a minimum of eight (8) units of credit for graduation per year. A senior must enroll in a minimum of eight (8) units of credit per year. Hardship or gifted cases may be appealed by the student to the director of schools with further appeal to the Board.

Homework (Board Policy 4.600 Exhibit C)

Homework shall be assigned to increase learning and student success and to foster responsibility and self-discipline. Parents and students share responsibility for completion of homework:

1. Students who have been absent are responsible for contacting the teacher at an appropriate time to get instructions to complete missing assignments and will have one day for each absence to complete this work.
2. Students should regularly use a system to record assignments, assemble necessary materials for completion, complete and turn in assignments when requested.
3. Parents are responsible for providing a time and place for students to complete homework, the basic materials needed, the supervision to ensure completion, and feedback to the teacher about any problems. Parental involvement in completion of homework should be kept to a minimum.

Interference/Disruption of School Activities (Board Policy 6.306)

The staff is authorized to take reasonable measures to establish appropriate school behavior. Any professional employee shall have the authority to control the conduct of any student while under the supervision of the school system. This authority shall extend to all activities of the school, including all games and public performances of athletic teams and other school groups, trips, excursions and all other activities under school sponsorship and direction.

Such measures may include the use of reasonable force to restrain or correct students and maintain order.

A student shall not use violence, force, noise, coercion, threat, intimidation, fear, passive resistance or any other conduct which causes the disruption, interference or obstruction of any school purpose while on school property, in school vehicles or buses, or at any school-sponsored activity, function or event, whether on or off campus. Neither shall s/he urge other students to engage in such conduct.

Harassment, intimidation and other conduct that may be considered “bullying” will not be tolerated. Students shall not engage in conduct that has the effect of unreasonably interfering with another student’s academic development or that creates a hostile or offensive learning environment.

A student found guilty of misbehavior may receive punishment ranging from verbal reprimand to suspension and/or expulsion dependent on the severity of the offense and the offender’s prior record.

Interrogations and Searches (Board Policy 6.303)

Interrogations by School Personnel

Students may be questioned by teachers or principals about any matter pertaining to the operation of a school and/or the enforcements of its rules. Questioning must be conducted discreetly and under circumstances which will avoid unnecessary embarrassment to the student being questioned. Any student answering falsely, evasively or refusing to answer a proper question may be subject to disciplinary action, including suspension.

If a student is suspected or accused of misconduct or infraction of the student code of conduct, the principal may interrogate the student, without the presence of parent(s)/guardian(s) or legal custodians and without giving the student constitutional warning.

Interrogations by Police

If the principal has requested assistance by the police department to investigate a crime involving his/her school, the police shall have permission to interrogate a student suspect in school during school hours. The principal shall first attempt to notify the parent(s)/guardian(s) or legal custodians of the student of the intended interrogation unless circumstances require otherwise. The interrogation may proceed without attendance of the parent(s)/guardian(s) or legal custodians. The principal or his/her designee shall be present during the interrogations.

The use of police women or female staff members is desirable in the interrogation of female students.

Police-Initiated Interrogations

If the police deem circumstances of sufficient urgency to interrogate students at school for unrelated crimes committed outside of school hours, the police department shall first contact the principal regarding the planned interrogation; inform him/her of the probable cause to investigate within the school. The principal shall make reasonable effort to notify the parent(s)/guardian(s) or legal custodians of the interrogation unless circumstances require otherwise. The interrogation may proceed without attendance of the parent(s)/ guardian(s) or legal custodians. The principal or his/her designee shall be present during the interrogation.

Searches by School Personnel

Any principal or his/her designee, having reasonable suspicion may search any student, place or thing on school property or in the actual or constructive possession of any student during any organized school activity off campus, including buses, vehicles of students or visitors (*Notice shall be posted in the school parking lot that vehicles parked on school property by students or visitors are subject to search for drugs, drug paraphernalia or dangerous weapons*), and containers or packages if he/she receives information which would cause a reasonable belief that the search will lead to the discovery of:

1. Evidence of any violation of the law;
2. Evidence of any violation of school rules or regulations or proper standards of student or faculty conduct;
3. Any object or substance which, because of its presence, presents an immediate danger of harm or illness to any person.

A student using a locker that is the property of the school system does not have the right of privacy in that locker or its contents. All lockers or other storage areas provided for student use on school premises remain the property of the school system and are provided for the use of students subject to inspection, access for maintenance and search. *Notice shall be posted in each school that lockers and other storage areas are school property and are subject to search.*

Note: A one-time locker fee of \$5.00 will be charged to each incoming first-time student or new students needing a locker. The student will keep this lock until graduation. Lock should not be removed from assigned locker.

A student may be subject to physical search or a student's pocket, purse or other container may be required to be emptied because of the results of a locker search, or because of information received from a teacher, staff member or other student if such action is reasonable to the principal.

Use of Animals

When necessary, dogs or other animals trained to detect drugs or dangerous weapons may be used in conducting searches, but the animals shall be used only to pinpoint areas which need to be searched and shall not be used to search the persons of students or visitors.

Searches by Police

If public health or safety is involved, upon the request of the principal who shall be present, police officers may make a general search of students' lockers and desks, or students' or nonstudents' automobiles for drugs, weapons or items of an illegal or prohibited nature.

Insurance (Board Policy 3.601)

Student accident insurance will be made available for purchase on an optional basis. The policy shall be reviewed annually and approved by the Board upon recommendation of the director of schools. Applications and information brochures will be sent home with the students during the first week of school.

The principal shall ensure that each student, before participating in interscholastic athletics, either purchases the insurance policy offered or presents a statement signed by the parent(s) which assures the school that the parent(s) has personal insurance or is willing to accept all financial responsibilities related to participation and travel. Forms for such permission and agreements will be furnished by the principal and will be kept on file in the principal's office.

Medicines (Board Policy 6.405)

If under exceptional circumstances, a child is required to take non-prescription or prescription medication during school hours and the parent cannot be at school to administer the medication, only the principal or the principal's designee (School Nurse, etc.) will assist in self-administration of the medication if the student is competent to self-administer medicine with assistance in compliance with the following regulations:

Written instructions **signed by the parent** will be required and will include:

1. Child's name
2. Name of medication;
3. Name of physician;
4. Time to be self-administered;
5. Dosage and directions for self-administration (non-prescription medicines must have label direction);
6. Possible side effects, if known; and
7. Termination date for self-administration of the medication

The medication must be delivered to the Nurses’s office in person by the parent or guardian of the student unless the student for immediate self-administration (i.e. students with asthma) must retain the medication.

Otherwise, possession of prescription or non-prescription medication is considered contraband and will be subject to disciplinary action.

Blood Glucose Self-Checks

Upon written request of a parent or guardian, and if included in the student’s medical management plan and in the IHP, a student with diabetes shall be permitted to perform a blood glucose check or administer insulin using any necessary diabetes monitoring and treatment supplies, including sharps. The student shall be permitted to perform the testing in any area of the school or school grounds at any time necessary.

Sharps shall be stored in a secure, but accessible location, including the student’s person, until use of such sharps is appropriate.

Promotion and Retention (Board Policy 4.603)

Credits for Promotion	No. Credits
Grade 10	6
Grade 11	13
Grade 12	20

Release During School Hours (Board Policy 6.208)

The following procedure will be observed with regard to dismissal of students:

1. No student will leave school prior to regular dismissal hours, except with the approval of the principal and parents.
2. No student will be sent from the school during school hours to perform an errand or act as a messenger.
3. When dental and medical appointments cannot be scheduled outside school hours, parent(s) must send a written request for dismissal or call for the student in person.
4. Children will be released only upon the request of the parent whom the court holds directly responsible for the child, or who is the parent or guardian registered on the school record.
5. No principal or teacher shall permit a change in the physical custody of a child at school unless:
 - a. The person seeking custody of the child presents the school official with a certified copy of a valid court order from a Tennessee court designating the person who has custody of the child; and
 - b. The person seeking custody gives the school official reasonable advance notice of his/her intent to take custody of the child at school.
6. High school students may be released for jobs and approved training at centers outside their home schools under regulations approved by the Board.

Reporting Student Progress (Board Policy 4.601)

Student progress reports shall be provided once every nine (9) weeks during the school year. High school students will be issued report cards with no parent signature required. Progress reports will be given at intervals of 4.5 weeks between formal report cards.

Student progress reports shall indicate the students’ conduct, attendance and academic progress and other information necessary to communicate effectively with the parents.

In addition to the regular progress reports, principals and teachers are encouraged to confer with parents on the educational progress of their children. Teachers shall consult with parents of students who are working at an unsatisfactory level or whose performance shows a marked or sudden deterioration. Parents shall be notified by the teacher as early in the school year as possible if the retention of a student is being considered.

Parent Conferences

At least two (2) times during the school year, conferences shall be scheduled in which parents and teachers may discuss any pertinent problems or other matters of concern regarding the development and education of each student. These scheduled conferences shall not use any portion of the 180 days of classroom instruction.

Interim Reports

Computer generated interim reports shall be sent home at the mid-point of the nine week periods for grades 1 through 12.

Rights and Responsibilities (Board Policy 6.301)

The Board expects all school staff, students, and parents to assume the responsibility for appropriate behaviors in the school.

Each student has the right to:

1. Have the opportunity for a free education in the most appropriate learning environment.
2. Be secure in his/her person, papers and effects against unreasonable searches and seizure.
3. Expect that the school will be a safe place.
4. Have an appropriate environment conducive to learning.
5. Not be discriminated against on the basis of sex, race, color, creed, religion, national origin or disabilities; and
6. Be fully informed of school rules and regulations.

Each student has the responsibility to:

1. Know and adhere to reasonable rules and regulations established by the Board.
2. Respect the human dignity and worth of every other individual.
3. Refrain from libel, slanderous remarks, and obscenity in verbal and written expression.
4. Study and maintain the best possible level of academic achievement.
5. Be punctual and present in the regular school program.
6. Dress and groom in a manner that meets reasonable standards of health, cleanliness, modesty and safety.
7. Maintain and/or improve the school environment, preserve school and private property, and exercise care while using school facilities.
8. Refrain from behavior, which would lead to physical or emotional harm or disrupts the educational process.
9. Respect the authority of school administrators, teachers, and other authorized personnel in maintaining discipline in the school and at school sponsored activities.
10. Obey the law and school rules as to the possession or the use of alcohol, illegal drugs and other unauthorized substances or materials. and
11. Possess on school grounds only those materials, which are acceptable under the law and accept the consequences for articles stored in one's locker.

School Admissions (Board Policy 6.203)

Any student entering school for the first time must present:

1. A birth certificate or officially acceptable evidence of date of birth at the time of registration.
2. Evidence of a current medical examination.
3. Evidence of state-required immunization.

Student Assignment (Board Policy 6.205)

Students are expected to attend the school to which they are assigned by virtue of their residence.

Principals will be given the right to refuse out of zone students if any of the following conditions exist:

1. Overcrowding
2. Past discipline problems
3. Severe absentee problems

Admission of Suspended or Expelled Students (Board Policy 6.318)

The Board may deny admission of any student (except those in state custody unless the offense is zero tolerance) who has been expelled or suspended from another school system in Tennessee or another state even though the student has established residency in the system in which s/he seeks enrollment.

The Board shall not deny enrollment beyond the length of the imposed suspension/expulsion.

Student Clubs and Organizations (Board Policy 6.702)

Student organizations are an extension of the academic curriculum and are intended to complement the basic instructional program. One or more staff members will serve as sponsors of each activity and will attend all meetings.

Hazing by students acting alone or with others is strictly prohibited. Any organization which permits an initiation to go beyond the scope of the activities planned and previously approved will be suspended until reinstated by the principal.

Student Concerns, Complaints and Grievances (Board Policy 6.305)

Student complaints and grievances shall first be made to the teacher, then to the principal. If not resolved, the matter may then be appealed to the appropriate supervisor, the director of schools and ultimately the Board.

Complaints or grievances made to the Board shall be submitted to the director of schools in writing at least five (5) days prior to the Board meeting, and may include a request to be heard and/or a waiver of the time requirement may be granted.

Student Discrimination/Harassment and Bullying/Intimidation (Board Policy 6.304) Discrimination/Harassment (Sexual, Racial, Ethnic, Religious)

Students shall be provided a learning environment free from sexual, racial, ethnic and religious discrimination/harassment. It shall be a violation of this policy for any employee or any student to discriminate against or harass a student through disparaging conduct or communication that is sexual, racial, ethnic or religious in nature.

Student discrimination/harassment will not be tolerated. Discrimination/harassment is defined as conduct, advances, gestures or words either written or spoken of a sexual, racial, ethnic or religious nature which:

1. Unreasonably interfere with the student's work or educational opportunities; or
2. Create an intimidating hostile or offensive learning environment; or
3. Imply that submission to such conduct is made an explicit or implicit term of receiving grades or credit; or
4. Imply that submission to or rejection of such conduct will be used as a basis for determining the student's grades and/or participation in a student activity.

Bullying/Intimidation

Students shall be provided a safe learning environment. It shall be a violation of this policy for any student to bully, intimidate or create a hostile educational environment for another student. Bullying/Intimidation/Harassment is the act that substantially interferes with a student's educational benefits, opportunities, or performance, and the act has the effect of:- Physically harming a student or damaging a student's property;- Knowingly placing a student or students in reasonable fear of physical harm to the student or damage to the student's property;- Causing emotional distress to a student or students; or - Creating a hostile educational environment.

Bullying, intimidation, or harassment may also be unwelcome conduct based on a protected class (race, national, origin, color, gender, age, disability, religion) that is severe, pervasive, or persistent and creates a hostile environment. For further clarification, see Policy 6.304. The policy addressed conduct taking place on school grounds, at any school-sponsored activity, on school-provided transportation, or at any official school bus stop immediately before boarding and immediately following deboarding.

Student Discrimination/Harassment and Bullying/Intimidation

Alleged victims of the above-referenced offenses shall report these incidents immediately to a teacher, counselor or building administrator. A substantiated charge against a student may result in corrective or disciplinary action up to and including suspension.

Student Fees and Fines (Board Policy 6.709)

Fees

No fee will be charged any student as a condition to attending school, but students shall be responsible for normal school supplies, such as pencils and paper.

School fees shall be waived for students who receive free or reduced price school lunches. The application for determining eligibility for free or reduced price lunches on a form supplied by the State Department of Education shall be used to verify student eligibility for fee waivers.

At the beginning of the school year, each principal shall be responsible for providing to all students and their parents or guardians written notice of the required student fees and the process for fee waiver for students who receive free or reduced-price lunches. The parent or guardian of an eligible student must sign the appropriate application for free or reduced-price lunches and the waiver of school fees, but may pay for all or a portion of the school fees.

Written notice of approval or denial of request for fee waiver shall be provided to all parents or guardians.

Prior to the beginning of school year, the Board, upon the recommendation of the principals and director of schools, shall approve all student fees for the upcoming year.

Note: Currently students are charged a \$20.00 fee per year for a parking space if they drive to school.

Fines

Students who destroy, damage or lose school property; including but not limited to buildings, school buses, books, equipment and records; will be responsible for the actual cost of replacing or repairing such materials or equipment.

The grades, grade cards, diploma or transcript of a student who is responsible for vandalism or theft or who has otherwise incurred a debt to a school may be held until the student or the student's parent/guardian has paid for the damages.

Failure to remit the cost of replacing or repairing such materials or to make satisfactory arrangement with the administration for payment may result in suspension of the student. If payment is not remitted, the matter will be referred to the Board for final disposition.

Tennessee Scholars

The Tennessee Scholars program is a course of study that encourages students to take more demanding classes in high school. The curriculum provides an education that better prepares students to enter a technical school, a community college, a university or the workforce.

Tennessee Scholars Course of Study

Subject Area	Specific Requirements	Credits
English		4
Mathematics	Algebra I, Algebra II, Geometry, and one higher level math	4
Science	Biology I and Chemistry are required and one additional lab science. Physics preferred	3
History	Government, Economics, etc.	3.5
Wellness		1
Fine Arts		1
Foreign Language	In the same language	2
Technical Courses	2 CTE credits or 2 additional AP classes or 2 Dual Credit, Dual Enrollment, or online classes	2

Additional Expectations

40 hours of Community Service, Overall “C” average, 95% attendance each year, No Out-of-School Suspensions, Must pass all Exit Exams

Tobacco-Free Schools (Board Policy 1.803)

All uses of tobacco and tobacco products, including smokeless tobacco, are prohibited in all of the school district’s buildings. Smoking shall be prohibited in any public seating areas, including but not limited to, bleachers used for sporting events, or public restrooms.

The use of tobacco or tobacco products, including smokeless tobacco, will be prohibited in all vehicles, owned, leased or operated by the district.

District employees and students enrolled in the district’s schools will not be permitted to use tobacco or tobacco products, including smokeless tobacco, while they are participants in any class or activity in which they represent the school district.

Any student who possesses any tobacco products shall be issued a citation by the school principal/resource officer. The director of schools, in cooperation with the juvenile court and the local police/sheriff’s department is responsible for developing procedures for issuance of the citations which shall include the form and content of citations and methods of handling completed citations.

Parents and students shall be notified of this citation requirement at the beginning of each school year.

Use of the Internet (Board Policy 4.406)

The Board supports the right of staff and students to have reasonable access to various information formats and believes it incumbent upon staff and students to use this privilege in an appropriate and responsible manner.

The director of schools shall develop and implement procedures for appropriate Internet use by students. Procedures shall address the following:

1. General rules and ethics of Internet use.
2. Prohibited or illegal activities including but not limited to:
 - a. Sending or displaying offensive messages or pictures
 - b. Using obscene language
 - c. Harassing, insulting, defaming or attacking others
 - d. Damaging computers, computer systems or computer networks
 - e. Hacking or attempting unauthorized access
 - f. Violation of copyright laws

- g. Trespassing in another's folders, work or files
- h. Intentional misuse of resources
- i. Using another's password or other identifier (impersonation)
- j. Use of the network for commercial purposes
- k. Buying or selling on the internet

A written parental consent shall be required prior to the student being granted access to electronic media involving district technological resources. The required permission/agreement form, which shall specify acceptable uses, rules of on-line behavior, access privileges and penalties for policy/procedural violations, must be signed by the parent/legal guardian of minor students (under 18) and also by the student. This document shall be executed each year and shall be valid only in the school year in which it was signed unless parent(s) provide written notice that consent is withdrawn.

Use of Personal Communication Devices (Board Policy 6.312)

Students may possess personal communication devices and personal electronic devices so long as such devices are turned off and stored in backpacks, purses etc. Such devices include cellphones, tablets, and any other electronic device that can be used to access the Internet or communicate with other students. A teacher may grant permission to use these devices in the classroom to assist classroom instruction. The principal or his/her designee may grant permission to use these devices at his/ her discretion. Minor misuse of such a device (texting, playing games, using social media etc.) may result in confiscation of the device until the end of the class period or the end of the day. More serious infractions will be referred to the principal as discipline infractions. Greene County Schools is not responsible for any damage to or theft of personal communication devices

Visitors to the Schools (Board Policy 1.501)

Visitors all always welcome to Greene County Schools and are encouraged to enquire about their children's progress, policies, and procedures. To insure safety and a positive learning environment, the following guidelines should be followed.

During the school day all visitors will report to the school office when entering the school and will sign a log book. Authorization to visit elsewhere in the building or on the school campus will be determined by the principal or his/her designee. Guest passes may be issued for all visitors at the discretion of the principal or his/her designee.

Outside agencies, such as: Department of Children's Services, mental health providers, and child advocates, shall provide the administrator/designee proper documentation listing the agency involved, the reason for the visit, and parental consent or a court order, prior to requesting student contact.

Only students assigned to the school, the staff of the school, parents of students, and other persons with lawful and valid business on the school premises shall enter onto the grounds or into the building of the schools during the hours of student instruction. To protect classroom instruction parents are requested to make an appointment with teachers during his/her planning time. All staff members shall report all persons appearing to be improperly on school premises to the principal/designee.

Persons who come onto school property shall be under the jurisdiction of the site administrator/designee. Individuals who come onto school property or who contact employees on school or district business are expected to behave appropriately. Specifically, actions that are prohibited include, but are not limited to the following:

1. Cursing and use of obscenities;
2. Disrupting or threatening to disrupt school or office operations;
3. Acting in an unsafe manner that could threaten the health or safety of others;
4. Verbal or written statements or gestures indicating intent to harm an individual or property; and
5. Physical attacks intended to harm an individual or substantially damage property.

The principal or his/her designee has the authority to exclude from the school premises any persons disrupting the educational programs in the classroom or in the school disturbing the teacher or students on the premises or on the premises for the purpose of committing an illegal act.

The principal shall engage law enforcement officials when he/she believes the situation warrants such measure.

Withdrawal from School (Board Policy 6.207)

Students shall notify their teacher(s) and/or principal when it is known that they will be withdrawing from school.

Dues and/or other money collected for workbooks and other materials will be returned if the student withdraws within the first 30 school days, provided the school system does not take a loss because of the refund. After the first 30 days no money will be refunded.

If a student drops a class or withdraws from school during a grading period, each teacher will record on the withdrawal form, grade sheet and permanent record the grade attained as of the date of withdrawal.

The principal will ensure that all information is completed on a student's records before a transcript is sent to another school.

Zero Tolerance Offenses (Board Policy 6.309)

In order to ensure a safe and secure learning environment, the following offenses will not be tolerated:

Weapons and Dangerous Instruments

Students shall not possess, handle, transmit, use or attempt to use any dangerous weapon in school buildings or on school grounds at any time, or in school vehicles and/or buses or off the school grounds at a school-sponsored activity, function or event.

Dangerous weapons for the purposes of this policy shall include, but are not limited to a firearm or anything manifestly designed, made or adapted for the purpose of inflicting death or serious bodily injury or anything that in the manner of its use or intended use is capable of causing death or serious bodily injury.

Violators of this section shall be subject to suspension and/or expulsion from school.

In accordance with state law, any student who brings or possess a firearm on school property shall be expelled for a period of not less than one (1) calendar year. The director of schools shall have the authority to modify this expulsion requirement on a case-by-case basis.

Drugs and Alcohol

In accordance with state law, any student who unlawfully possesses any drug including any controlled substance, alcohol or legend drug or drug paraphernalia shall be expelled for a period of not less than one (1) calendar year. The director of schools shall have the authority to modify this expulsion requirement on a case-by-case basis.

Battery

In accordance with state law, any student who commits battery upon any teacher, principal administrator, any other employee of the school or school resource officer shall be expelled for a period of not less than one (1) calendar year. The director of schools shall have the authority to modify this expulsion requirement on a case-by-case basis.

Bomb Threat

Any student, who makes a bomb threat, written or oral, shall be expelled for a period of not less than one (1) calendar year. The director of schools shall have the authority to modify this expulsion requirement on a case-by-case basis.

Notification

When it is determined that a student has violated this policy, the principal of the school shall notify the student's parent or guardian and the criminal justice or juvenile delinquency system as required by law.

Student Name: _____ Staff Reporting Incident: _____ Date: _____

School: _____ Grade: _____ S.E. (circle): Y N Parental Contact:
Phone _____ Conference _____ Date of Contact: _____

Parent/Guardian: _____ Administrator Signatures: _____

Address: _____ Student Signatures: _____

Phone: Work _____ Home /Cell _____ Parent Signatures: _____

No _____ Yes _____ Parent/Guardian must contact school before student can return to school.

	<i>Offenses</i>	<i>Disciplinary Options/Responses</i>
Level I	<input type="checkbox"/> 101 Classroom or school disturbances <input type="checkbox"/> 102 Aggressive behavior/Defiance <input type="checkbox"/> 103 Classroom tardiness <input type="checkbox"/> 104 Cheating and lying <input type="checkbox"/> 105 Non-defiant failures to do assignments or carry-out directions <input type="checkbox"/> 106 Harassment (Sexual, Racial, Ethnic, Religious) <input type="checkbox"/> 199 Any other conduct prejudicial to order and learning <input type="checkbox"/> 213 Dress Code Violation (See Discipline Procedures Policy 6.313)	<input type="checkbox"/> A03 Counseling / Verbal reprimand <input type="checkbox"/> Special Assignment (Related to class topic or offense :1-2 pp.) <input type="checkbox"/> Restricting activities <input type="checkbox"/> Assigning work detail <input type="checkbox"/> Withdrawal of privileges <input type="checkbox"/> Issuance of demerits which might affect citizenship or department grades <input type="checkbox"/> Strict supervised study <input type="checkbox"/> Detention Dates: _____ A08 (a.m.) _____ A09 (p.m.) <input type="checkbox"/> Corporal punishment (6.314) <input type="checkbox"/> In-school suspension Dates: _____ A05 (1 day) _____ A06 (2 days) _____ A07 (3 days)
Level II	<input type="checkbox"/> 201 School/class tardiness/truancy <input type="checkbox"/> 203 Using forged notes or excuses <input type="checkbox"/> 204 Disruptive classroom/school behavior <input type="checkbox"/> 205 Uncooperative behavior <input type="checkbox"/> 206 Abusive language <input type="checkbox"/> 207 Inappropriate gestures <input type="checkbox"/> 209 Possessing over-the-counter drugs <input type="checkbox"/> 210 Using or possessing fireworks <input type="checkbox"/> 211 Driving/parking violation <input type="checkbox"/> 212 Leaving class/campus without permission <input type="checkbox"/> 214 Possessing tobacco product (if student is 18 years of age or older) <input type="checkbox"/> 215 Possessing tobacco product (student under 18 years of age) (A22) <input type="checkbox"/> 216 Unauthorized use of electronic devices <input type="checkbox"/> 218 Possessing electronic cigarettes or paraphernalia <input type="checkbox"/> 299 Continuation of unmodified Level I behavior	<input type="checkbox"/> A01 Schedule change <input type="checkbox"/> A02 Behavior modification <input type="checkbox"/> A03 Counseling/ Verbal reprimand <input type="checkbox"/> In-school suspension (6.316) Dates: _____ A05 (1 day) _____ A06 (2 days) _____ A07 (3 days) <input type="checkbox"/> Detention Dates: _____ Time: _____ A08 (a.m.) _____ A09 (p.m.) <input type="checkbox"/> A10 Suspension from school-sponsored activities Dates: _____ <input type="checkbox"/> A11 Corporal punishment (6.314) <input type="checkbox"/> Out-of-school suspension not to exceed ten (10) days (# of days: _____; Beginning and ending dates: _____ A12 (1 day) _____ A13 (3 days) _____ A14 (5 days) _____ A15 (10 days) <input type="checkbox"/> Revoked driving _____ A 16 (1 week) _____ A17 (2 weeks) _____ A18 (semester) <input type="checkbox"/> A22 File petition and notify parent <input type="checkbox"/> A23 Confiscate item
Level III	<input type="checkbox"/> 301 Fighting <input type="checkbox"/> 302 Vandalism (less than \$100 in damages) <input type="checkbox"/> 303 Stealing <input type="checkbox"/> 304 Threats to others <input type="checkbox"/> 305 Severe abusive language <input type="checkbox"/> 306 Harassment (Sexual, Racial, Ethnic, Religious)/ Bullying <input type="checkbox"/> 307 Distributing over-the-counter drugs <input type="checkbox"/> 308 Other acts of aggression <input type="checkbox"/> 399 Continuation of unmodified Level I and II behaviors:	<input type="checkbox"/> A02 Behavior modification <input type="checkbox"/> In-school suspension Dates: _____ A05 (1 day) _____ A06 (2 days) _____ A07 (3 days) <input type="checkbox"/> Detention Dates: _____ A08 (a.m.) _____ A09 (p.m.) <input type="checkbox"/> A11 Corporal punishment <input type="checkbox"/> A24 Restitution for stolen, lost or damaged property \$ _____ <input type="checkbox"/> Out-of-school suspension not to exceed ten (10) days (# of days: _____; Beginning and ending dates: _____ A12 (1 day) _____ A13 (3 days) _____ A14 (5 days) _____ A15 (10 days)
Level IV	<input type="checkbox"/> 401 Harassment (Sexual, Racial, Ethnic, Religious)/ Bullying <input type="checkbox"/> 401 Death threat / hit list <input type="checkbox"/> 402 Extortion <input type="checkbox"/> 404 Vandalism (\$100 or more in damages) <input type="checkbox"/> 405 Theft / Possession / sale of stolen property <input type="checkbox"/> 409 Other acts of violence <input type="checkbox"/> 410 Abuse/under the influence unauthorized substances <input type="checkbox"/> 411 Possessing knife <input type="checkbox"/> 498 Continuation of unmodified Level I, II and II behaviors: _____ <input type="checkbox"/> 506 Bomb threat	<input type="checkbox"/> A25 A/BIC (10 to 90-day placement) (6.319) (# of days: _____; Beginning and ending dates: _____ • No transportation provided – No students allowed to drive <input type="checkbox"/> A24 Restitution for stolen, lost or damaged property (\$ _____) <input type="checkbox"/> Out-of-school suspension not to exceed ten (10) days (# of days: _____; Beginning and ending dates: _____ A12 (1 day) _____ A13 (3 days) _____ A14 (5 days) _____ A15 (10 days) <input type="checkbox"/> A26 Expulsion (6.316) (Dates: _____) <input type="checkbox"/> Contact authorities, if appropriate
Level V	<input type="checkbox"/> 499 Possession/use and or under the influence of alcohol (1 st offense) <input type="checkbox"/> 407 Arson <input type="checkbox"/> 501 Possession/use and or under the influence of alcohol (2 nd offense) <input type="checkbox"/> 502 Possession/use/transfer of gun/firearms <input type="checkbox"/> 503 Possession/intent and/or use of dangerous weapon (not a firearm) <input type="checkbox"/> 504 Assault / battery <input type="checkbox"/> 505 Possession/use and/or under the of unlawful substances and/or in possession drug paraphernalia	<input type="checkbox"/> A25 ABIC (45 day minimum) (6.319) and file petition <input type="checkbox"/> A27 1-year expulsion, which may only be modified by the director of schools and determined on a case-by-case basis and file petition ♦ If desired, parent has five days to appeal to the Disciplinary Hearing Authority for ABIC placements over ten days.

Description of Offense: