

CHATTANOOGA CENTRAL HIGH SCHOOL

2023-2024 Student/Parent Handbook



Principal

Phil Iannarone

Assistant Principals

Steve Lewis

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Dean of Students

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Student Support Coach

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CHS MISSION STATEMENT

The mission of Central High School is to provide a student-centered learning environment promoting academic achievement and personal responsibility that lead to post secondary study and good citizenship.

Office Staff

Administrative Assistant	Kimberly Crawford
Secretary/Attendance	LeeAnn Brock
Bookkeeper	Crystal Fowler
Registrar	Connie Skipper

Academic Department Leads

Instructional Coach	Jennifer Douglas
World Language	Mariea Dobbs
English	Jenny Kanagy
Science	Sean Brown
Technology/Communications	Mark Cuttle
Math	Ed Potter
Social Studies	Shawn Seals
Exceptional Education	
JROTC	Major David Spencer
Fine Arts	Katheron Latham
Physical Education	Glen Carter

Student Services

Athletic Director	Curt Jones
School Counselors	Callie Capehart 10th/11th grade
	Sara Pierce 9th grade
	Chelsea Thornhill 12th grade
College and Career Advisors	Stacy Alexander/Matthew Smith
RTI Facilitator	
SRO	Deputy
SSO	Jim Davis
Cafeteria Manager	Jennifer McNabb
School Nurse	Kim Lykes

ALMA MATER

*What a wonderful school is ours to love
With its ups and its downs and its joys;
What a wonderful banner of purple and gold
As it flows o'er her girls and boys.
What a wonderful school that I love so well,
With its wonderful rep so high,
So you've heard of the school that's true as blue
What a wonderful school.....**Central High!***

This handbook is designed to assist you in becoming familiar with the policies and procedures of our academic community. You will find information on academic requirements, honor and service clubs, attendance, discipline procedures and other topics related to our school. Please do not hesitate to contact us if you have any questions related to the content of this handbook. **Please check our school website at www.chs.hcde.org for additional information.**

Central High School's Belief Statements

- Setting high standards will increase individual student performance.
- All stakeholders share a common responsibility with the school to emphasize to students the importance of personal responsibility, preparedness in their work, exemplary attendance, and punctuality.
- Each student should receive an intensely personalized education that is challenging, engaging, and relevant.
- Each student, a valued individual with unique physical and social needs, deserves a safe, nurturing school environment.
- Students should be encouraged to develop the capacity for career selection, responsible citizenship, and community service.
- Both curriculum and instruction should provide opportunities for students to develop skills to think critically, logically, creatively, and to express themselves clearly.
- Performance and standards based, balanced learning assessments will be emphasized in each classroom, thus allowing students to demonstrate what they know and can do.
- Students and staff should be provided the most current technology and the training and support necessary for its utilization.
- All stakeholders have an important perspective and voice as related to school policy and decision-making.



THE PERSONAL RESPONSIBILITY OF CENTRAL HIGH SCHOOL STUDENTS

As a student of Central High School, you are expected to be aware of and to accept your individual responsibilities in the following areas:

I. Teaching and Learning

You deserve the best instruction that Central High School is capable of providing. For the efforts of the teachers to be as successful as possible and for you to work and achieve to the best of your ability, you must cooperate with the teachers. A mutually respectful relationship between student and teacher is expected.

II. General Expectations

Each student is expected to show respect for the rights and feelings of fellow students and to behave in such a way as to draw the respect of others. Courteous treatment is encouraged. Tolerance of differing beliefs and appearance is essential. Hazing/Bullying is strictly prohibited.

Students are expected to follow instructions and appropriately respond to first request from any school employee who is in performance of his/her duty and to address all adult staff members with respect. Students are responsible to all teachers at all times. **Teachers have supervisory authority and responsibility in all areas of the campus while at school.** Official visitors, whether observers, speakers, substitutes, or entertainers are considered to be honored guests and will be treated with courtesy and respect.

III. Responsibility For Your Own Actions

You will be held responsible for your actions. Your first responsibility, then, is to decide how you should conduct yourself while you are at school. Your second responsibility is to be prepared to accept the consequences of your actions. **If you encounter problems dealing with other students, it is recommended that you consult an administrator, school counselor, or teacher as soon as possible.**

IV. Graduation Etiquette

Since graduation is considered to be a formal and dignified ceremony, it is expected of each graduating senior to act and dress in a manner prescribed for the occasion. This code of etiquette includes not only the behavior of the graduating senior but also the manner of dress. In order for any student not to distract from the solemnity of the occasion, graduating seniors are not to alter the established dress policy in any way or add any type of accessory or adornment to the cap and gown. Students who do not wish to comply will be removed from participation. A student may be denied the privilege of participation in graduation exercises for disciplinary reasons. Seniors must complete all prescribed requirements prior to participating in the commencement program.

V. Honor Code

As students of Central High School, we should uphold the honor of our school by being honest with ourselves and others. It is our duty to be friendly and helpful to all those with whom we are associated, to use our influence against any type of unfavorable conduct, and to follow the Golden Rule by showing respect for others. In all our activities, we should emphasize that honor is synonymous with the Central spirit.

CENTRAL HIGH SCHOOL 2023-2024
School Hours: 7:20AM-2:20PM
Doors open at 6:45AM. Students must be out of the building by 2:30PM.
Office Hours 7:00AM-2:30PM

Monday Bell Schedule

7:20- 8:09	1	
8:14-8:57	2	
9:02-9:45	3	
9:50-10:33	4	
10:38-11:56	5	
	Lunches	
	10:33-10:50	Future Ready, IDS, Choice
	10:42-11:04	1 st Lunch-C Pod, E Pod, Port 4
	11:08-11:30	2 nd Lunch-D Pod
	11:34-11:56	3 rd Lunch-B Pod, GYM
12:01-12:44	6	
12:49 - 1:32	7	
1:37-2:20	8	

Tuesday-Friday Bell Schedule

	A/B	
7:20- 8:40	1/2 Block Class	
8:45-10:05	3/4 Block Class	
10:10-10:50	9- Advisory period, Clubs and RTI	
10:55-12:45	5/6 Block Class	
	10:30-10:50	Future Ready, IDS, Choice
	11:20-11:45	1 st Lunch-C Pod, E Pod, Port 4
	11:50-12:15	2 nd Lunch-D Pod
	12:20-12:45	3 rd Lunch-B Pod, GYM
12:50 - 2:20	7/8 Block Class	

Tuesday/Thursday (A) Wednesday/Friday (B) 2-hour delay Bell Schedule
Monday 2-hour delay schedule will be announced as needed

	A/B	
9:20- 9:55	1/2 Block Class	
10:00-10:35	3/4 Block Class	
	No Advisory	
10:40-12:45	5/6 Block Class	
	10:35-10:50	Future Ready, IDS, Choice
	11:20-11:45	1 st Lunch-C Pod, E Pod, Port 4
	11:50-12:15	2 nd Lunch-D Pod
	12:20-12:45	3 rd Lunch-B Pod, GYM
12:50 - 2:20	7/8 Block Class	

Dress Code 2023-2024

To ensure a safe and orderly environment that promotes learning, the following dress code was developed for the students of Central High School. School dress and grooming shall be modest and decent in accordance with school board policy (6.301). Apparel, dress or grooming that is potentially disruptive of the educational process shall not be permitted. **Any garments or accessories that are suggestive, offensive, or revealing are considered disruptive. Students may not display suggestive wording, pictures, slogans, advertisements or graphics, which in any way promote or sanction obscenities, sex, gang-related messages, drugs, tobacco or alcohol; this includes jewelry. In matters of opinion, the judgment of the administration shall prevail.**

Students are expected to exhibit pride in their dress and overall grooming. A proper atmosphere is essential for the education of each student, and **appearance** and **behavior** are two key ingredients for a positive environment. The following information is provided for appropriate and consistent student attire. **Failure to comply may result in the student not being able to attend class or school.**

The following dress code applies for all regular school days. This dress code may be modified in cases of special student activities and/or rewards with administration approval.

What to wear

- **Pants/Slacks or Shorts:** Solid color. **No rips, holes or tears permitted**, must be worn at waist level, size appropriate, must not sag, and underwear shall not show. All shorts, skirts, and dresses **MUST** be no more than 3 inches above the knee and hemmed.
- **Shirts:** Shirts **MUST** cover the clavicle (collar bone) and reach past the top of the pants. Sleeveless shirts and tanks are prohibited. No “off the shoulder” tops. Students will not be allowed to turn shirts inside out. Shoulders, backs, cleavage and midriff must not be showing.
- **Outerwear:** (Sweaters/Sweatshirts/Jackets/Coats/Hoodies, ETC.) Appropriately sized jackets, sweatshirts, hoodies, and sweaters are allowed. Appropriate dress code **MUST** be worn underneath all outerwear. Students must not wear hoods, hats inside buildings.
- **Shoes:** Appropriate footwear **MUST** be worn at all times. **No** high heels or flip-flops. Safety should be considered in the choice of footwear.

Points of Clarification

- **Students must be properly dressed upon entering the school building.**
- Students may **NOT** wear the following in the school building:
 - ◊ Sunglasses
 - ◊ Spirit wear from other high schools
 - ◊ Hats and hoods
 - ◊ Oversized headbands/headgear
 - ◊ No blankets

Noncompliance with the dress code will result in disciplinary action.

THE ADMINISTRATORS RESERVE THE RIGHT TO INTERPRET AND ENFORCE THE DRESS CODE POLICY TO MINIMIZE ANY DISRUPTIONS TO THE LEARNING PROCESS.

CENTRAL HIGH GENERAL GENERAL SCHOOL RULES AND REGULATIONS

1. Students are to be in the classroom before the tardy bell. Tardy sweeps will result in a detention.
2. Students in the halls during class periods are required to have a pass unless with a teacher.
3. Students are not to be in the halls before school or during lunch periods. They should remain in designated area until bell rings.
4. The school dress code policy should be followed at all times, unless approved by administration.
5. For safety, all backpacks and personal items must be placed in students' assigned locker. Backpacks and personal items are not allowed to remain with students during school hours.
6. Anyone found guilty of defacing school property will be expected to pay for any damages and consequences will result.
7. For safety, students are not to lean against or bang on the glass windows.
8. No one is to walk on the gym floor at any time except with the proper athletic shoes.
9. **Cell phones are not to be used during class time. Cell phones and other electronic devices may be used appropriately according to HCS policy only in the cafeteria during students' designated lunch period. (Cell phones that are seen or heard will be collected from the student.) Students not in compliance will have their cell phones taken up by school staff.**
10. The use or possession of tobacco in any form (smoke, smokeless, or vapor) is not permitted on campus or in the building at any time.
11. Students should use existing sidewalks and not cut through the campus.
12. No alcoholic beverages are permitted on the school campus or at school sponsored events.
13. Students must receive permission from the administration to go to their vehicle and students are not to remain in parked cars during the school day.
14. Students are not to loiter in the parking lot before, during, or after school. Any student staying in the afternoon for an activity must be under the supervision of a teacher by 2:30.
15. Anyone parking in the wrong place will be given a warning for the first offense. On the second offense, a parent conference will be held. On the third offense the car will be subject to towing.
16. Only Parents and Guardians are permitted to eat with their student during lunch.
17. **No outside food or drink is permitted on campus.**
18. All visitors must report to the main office upon entering the building.
19. **All dismissals must go through the office. No dismissals will occur after 1:30PM.**
20. Student couples should conduct themselves in a manner which is respectable for the students and the school. Administration will reserve the right to discipline inappropriate displays of affection.
21. **All students are required to have transportation home by 2:30 P.M.** There is not adult supervision beyond this time. Violations may be referred to DCS.
22. State law prescribes a maximum penalty of 5 years imprisonment and fine not to exceed \$2,500 for carrying a weapon on school property also this will result in a zero tolerance suspension.
23. Any threat to do harm to another student or school employee will be taken seriously by the school administration and School Resource Officer. Suspension to Zero Tolerance
24. Any threat to do harm to ones self will be taken seriously and authorities will be called and safety plan established.
25. **Students who neglect or refuse to abide by the educational standards of the school or whose conduct is detrimental to the school may expect to receive such treatment as outlined in the Hamilton County Student Code of Acceptable Behavior and Discipline.**

Central High

Discipline and Referral

Central High School is dedicated to training students in a program of study and activity that is well structured and principle-centered. Therefore, all stakeholders are expected to behave in a respectful and orderly manner while at school. In an effort to help each student have a more positive attitude, good choices and behavior will be celebrated. If, however, a student is in need of disciplinary action, that action will follow a positive approach, be firm, consistent and fair.

Discipline Philosophy

Our discipline philosophy is based on the following beliefs:

Self-confidence develops as one develops self-control

As self-confidence and self-control increase, accepting responsibility for one's actions also increases

Mutual respect implies that others have rights that should be acknowledged and honored

Discipline teaches respect for authority, an appreciation for guidelines

Discipline is essential in creating and maintaining a safe, orderly and respectful environment

A well-disciplined school promotes student learning and enjoyment for all

General Code-of-Conduct Guidelines

Listen to and follow directions the first time they are given

Keep hands, feet and objects to yourself; No horseplay

Keep your desk/work area neat at all times

Be on time and prepared for class

Respect yourself and others

Be polite and show kindness at all times – no put downs

Always do your best

Understand and practice positive Life-Long Guidelines and Life Skills

Rationale

To implement effective prevention and intervention strategies that promote positive student behavior

To increase consistency among all team members

To create a user-friendly system that provides options

To promote positive management practices with a strong and pervasive emphasis on **preventive** discipline

To develop a management system that provides all team members contingencies – for individual students, classes, and grade levels

To promote the importance of accepting personal responsibility

To strengthen the cause and effect connections between effort and outcomes especially, the link between responsible choices and positive consequences

Goals

- To explain the rights and responsibilities of students, parents, teachers, and administrators in creating and maintaining a safe, orderly, and respectful school climate
- To identify standard procedures and expectations that apply anywhere on the school campus
- To explain the basic discipline system that all teachers will have in effect in their classrooms and throughout the school
- To delineate referral procedures that all staff members will follow when referring a student for disciplinary action
- To specify administrator consequences that will be administered by a member of the administrative team when students are referred for disciplinary actions
- To explain school and /or district actions in response to severely disruptive or illegal student behavior

Teacher Responsibilities

- To commit to supporting and following the school's discipline system and school routines and procedures
- To do all we can to help students learn
- To demonstrate mutual respect for students, parents and colleagues
- To provide public support
- To serve as professional role models for students and others
- To comply with school policies concerning discipline, including the following:
 - Preventive practices
 - Parent and student contacts and conferences
 - Classroom and grade level/departmental plans
 - Actively** supervising students at all times
- To support the administration regarding referral procedures. The teacher should not regard administration as the only disciplinarian for a student or class regardless of the referral status
 - To manage minor offenses (category 1 and 2)
 - To submit referrals **in-writing** using objective language
 - To follow agreed-upon referral procedures
 - To respect administrative action in response to referrals
 - To continue to engage in behavior problem-solving strategies when a student is returned to class after a referral.

Administrator Responsibilities

To support and maintain the school/district discipline system in accordance with guidelines and procedures

To support the teachers regarding referrals:

- To provide timely assistance

- To administer consequences in accordance with the school/district discipline plan

- To provide timely feedback to teachers after referrals have been processed

- To respond to referrals with reasonable consistency

- To provide individual assistance to teachers as needed

To communicate the expectations of the school/district discipline system to stakeholders

To provide the necessary supervision and administrator visibility for enforcing the school discipline system

To support and work with the SLT for evaluation and updating the school discipline system

To support and maintain a safe, orderly, and respectful environment for the entire school family

Student Responsibilities

To respect the rights of others

To respect the guidance of all school staff members

To respect the teachers' right to teach and other students' right to learn

To respect and protect school property

To follow school and classroom guidelines and agreements

To be honest, self-disciplined, and dependable

To behave in a safe and orderly manner

To report unsafe and illegal activity to school officials

To provide assistance when called upon and to ask for help when needed

Parent Responsibilities

To do all they can to help their child succeed in school

To make sure their child is on time and prepared for school each day

To schedule appointments before or after school whenever possible

To become involved in their child's education, by supporting the school and its programs, monitoring student progress, providing for student's physical and emotional needs, checking homework and assignments, and maintaining regular communication with the teacher

Follow through at home when school staff needs assistance in supporting a student's academic performance or behavior

Attendance Policy

By law students must attend school daily. Hamilton County Schools (HCS) will allow parent/guardian excuses to serve as documentation for three (3) personal illness days only. After three (3) parent/guardian excused personal illness days, parents must provide medical documentation for additional personal illnesses or family illness. To avoid student absences being recorded as unexcused, a written statement signed and dated by the parent/guardian and any medical documentation should be presented to the appropriate school official within five (5) days of the student returning to school.

Excused Absences- Conditions for which a student's absence may be excused are:

- **Personal Illness:** Students are excused who are sick and whose attendance would be detrimental to their health and the health of other students. A physician's statement may be required.
- **Written Parent Excuse:** Students are allowed up to three written parent notes/excuses per year for an illness without a physician statement. Additional absences may require additional documentation.
- **Death in Immediate Family:** Students may be excused for three (3) days in the event of a death in their immediate families including mother, father, stepparent, brother, sister, or grandparent. Extenuating circumstances may require a longer period of excused absence.
- **Family Illness:** Students having an illness in the family which requires them to give temporary help will be excused from attendance after receipt of a physician's statement concerning the necessity of the student's assistance.
- **Religious Holiday:** Students shall be excused on special or recognized religious holidays regularly observed by that particular faith. Prior approval is required should these days occur while school is in session.
- **Personal:** Students who are absent for a good cause such as a doctor or dental appointment which cannot be scheduled at times other than school hours, court appearances, etc. may be excused upon proof of appointment. Prior approval by parent or guardian and the principal or his designee is required.
- **Approved School Sponsored Activities:** Students shall be marked present when participating in a school sponsored activity away from the school building.
- **All other reasons for absence, including out of school suspensions and failing to report a reason, will be deemed an unexcused absence. Ten (10) consecutive or fifteen (15) total unexcused absences during any semester renders a student ineligible to retain a driver's permit or license, or to obtain such if of age.**

District personnel will intervene to address truancy using a *Tiered Attendance Intervention support structure for students and their families*.

Tier One intervention will be school- based and may include one or more of the following strategies: verification/documentation of absence, robo call, phone meeting, phone conference with guardian and/or student to review the attendance contract.

Tier Two intervention will involve the school attendance specialist conducting a needs assessment with each individual family to identify barriers to school attendance. The results of the needs assessment may result in a referral to the school social worker or a community service agency to provide support to the family.

Tier Three Intervention will involve the Community Attendance Review Board to engage additional community partners in addressing the barriers to attendance. Attendance issues that continue beyond the Tier Three intervention will result in a referral to Juvenile Court.

School Board Policy 6.200

MAKE-UP WORK FOR ABSENCES

Each high school will accept make up work incurred for assignments missed during absences according to the following:

- Make-up work for excused absences is required and shall receive full credit.
- Make-up work for unexcused absences is required and may result in reduced credit. (Reduction may not exceed 10%).
- Make-up work resulting from any absence is the responsibility of the student and shall be arranged at the teacher's convenience.
- Make-up work must be completed within five school days of the absence. Teachers may provide additional time if extenuating circumstances warrant.

TARDIES-AM ARRIVAL

Students should arrive on time to class by 7:20am. Students who arrive after the tardy bell will report to the attendance secretary to check in.

DISMISSAL PROCEDURE

- **No dismissals will occur after 1:30pm or 20 minutes prior to an early dismissal time.**
- **No call or fax dismissals will be permitted. All dismissals must go through the office.**
- School board policy requires that a **parent, legal guardian, or a designated person on an emergency dismissal list must personally** come to school to sign for a student to be dismissed regardless of students age.
- Parents may sign in advance for the student dismissal the day before the dismissal or prior to beginning of school on the day of the dismissal. We ask that you present a drivers license or other form of ID when signing out a student.
- It is important to remember that dismissals count as absences in any class missed.

VISITOR PASSES

- Tennessee State Law requires that guest passes be issued to anyone who is a visitor to a school other than enrolled students and school employees. **All visitors must report directly to the front office and present a photo ID.**
- An administrator may refuse to issue a visitor's pass anytime he or she feels it is in the best interest of the school to do so.
- Parents are always welcome at Central High School. We ask that an appointment be made ahead of time to see a teacher, counselor, or administrator.
- Any person found on the school grounds without permission from the administration is trespassing and is subject to arrest by police authorities. This includes students who are suspended.

SCHOOL MESSENGER

Central utilizes the School Messenger System to notify parents or guardians of emergencies, general announcements, and student absences from school. It is important that we have current and functioning phone numbers and email addresses for each student in our data base. Communication between parents, students and teachers is vital to the success of your student. There are several avenues for communication. These may include but are not limited to:

- CANVAS
- Email
- PowerSchool
- Phone call

If you feel it is necessary to meet in person, please call the school and make an appointment to meet with the necessary individuals.

ASSEMBLY CONDUCT

Assemblies occur during the year (pep rallies, musicals, speakers, and special programs). The student's behavior is important to the success of these assemblies. Students are asked to observe these guidelines during an assembly:

1. Go directly to assembly upon dismissal from class.
2. Be attentive and courteous.
3. Use only hand clapping for applause.
4. Remain seated until dismissed.
5. Go directly to the assigned classroom at conclusion of program.

PLAGIARISM POLICY

Plagiarism is the use of someone else's words, opinions, ideas, or work without properly giving credit. It includes borrowing someone else's sequence of ideas, the arrangement of material, or the pattern of thought without giving proper credit. To avoid plagiarism, you must give proper credit when using:

Another person's idea, opinion, theory, or language

Any facts, statistics, graphs, drawings, or any other information that are not common knowledge, direct quotes from another person's written or spoken words, a paraphrase of another person's spoken or written words

In addition, when you paraphrase, be sure you are not just rearranging or replacing a few words. Write the passage in your own words. Check your paraphrase to make sure you didn't use the same words or phrases. Exact words and phrases from a text require quotation marks and a citation. Possible Consequences of Plagiarism may include a zero on the assignment, parental notification, disciplinary referral to an administrator, and/or failure in the course.

SMOKE AND VAPE FREE CAMPUS

Notice to visitors: Central High School is a smoke and vape-free campus. The smoking of tobacco or any tobacco products or vape is prohibited on campus and at all school events.

CAFETERIA

- Students are expected to dispose of all trash and clean up after themselves.
- Proper manners are expected in all eating areas.
- **Food delivery services (UberEats, DoorDash, etc.) are prohibited.**
- Students must remain in the cafeteria during their lunch period unless they have a written pass from a teacher.
- Schools will withhold all diplomas, certificates of progress and transcripts of students who have unpaid meal fees until the charges are paid.
- Eligible students are urged to apply for free or reduced-price meals.

LIBRARY

The library is open to students from the start of the school day to the close of the day. All students are privileged to use the library, but they must follow proper procedure in library usage. No student will be permitted to enter the library during regular class periods except by pass from a teacher. A fine of ten cents a day will be charged for overdue books.

LOCKERS

Students should always keep their combination private, in order to guarantee the security of the locker, and should never share it with a friend unless assigned by the teacher. Inoperable or defective lockers should be reported to the assistant principal. Do not write on or place stickers on lockers. Lockers are school property and subject to search.

WITHDRAWALS AND TRANSFERS

All student withdrawals and transfers are processed through the counseling office. Students who withdraw from Central with outstanding obligations will be unable to receive a transcript of their grades and credits until these obligations have been cleared.

CHROMEBOOKS/TEXTBOOKS

Each student is responsible for the proper upkeep of their assigned textbooks/chromebooks and will be held accountable for any lost or damaged book. In the event lost or damaged textbooks/chromebooks are not paid for, the school or the principal shall not issue an additional book, chromebook, report card, diploma, certificate of progress, or transcript.

SCHOOL FEES

Central students pay an instructional fee of \$20.00 per year to cover the cost of supplies and materials in science, technology and art. The collection of this fee is essential to providing a quality educational program. There is also a Parking Fee of \$25 for those students who will have a car on campus. Additional fees required for fine arts and athletics. **Senior fees of \$40.00 are required of all seniors and are applied to Senior Success Day, Senior Class Night, Senior Picnic Day, and graduation. Caps and gowns will be purchased separately with Balfour company.**

CELL PHONES AND ELECTRONIC DEVICES

Cell phones are not to be used during class time. Cell phones and other electronic devices may be used appropriately according to HCS policy only in the cafeteria during students' designated lunch period. (Cell phones that are seen or heard will be collected from the student.) Students not in compliance will have their cell phones taken up by school staff.

Students are restricted at all times within the building and on campus from using their cell phone or electronic device, in the following manner: Using any recording feature to include the phone/device cameras, video camera, or voice recorders. Using real-time audio/video. This policy is designed to protect the educational program of all students. The use of student cell phones or other electronic devices on campus is a privilege, not a right. Students found by staff members to be in violation of any of the above stated rules or restrictions are subject to administrative discipline as set forth by the HCS Code of Acceptable Behavior. CHS does not assume any responsibility should any devices be lost, damaged, or stolen even if confiscated due to violating the cell phone rules policy.

HAMILTON COUNTY SCHOOLS TECHNOLOGY ACCEPTABLE USAGE AGREEMENT

The Internet and email provide invaluable resources and communications to Hamilton County students. In order to access school computers or internet service, students must sign the Hamilton County Schools Technology Acceptable Use Agreement each year.

BUS ARRIVALS AND DISMISSALS

Morning – All students are to report to either the cafeteria for breakfast or the gym. Breakfast will be served until 7:05 AM. Students will be dismissed to their first block classes at 7:15.

Afternoon – All bus riders should report to the bus loading area upon dismissal from school. It is important to remember that the bus drivers are in complete charge of the pupils on their buses and their instructions must be followed at all times. Bus drivers are authorized to assign seating arrangements.

HCDE Recommended Discipline for Misconduct on the Bus

Students should conduct themselves properly in accordance with the school board policy. Student transportation is a privilege, not a right. Rule 6, Part IV, Rules and Regulations, Public Transportation, as formulated by the TDOE reads as follows: "A pupil shall become ineligible for bus transportation when he/she disobeys state or local rules and regulations pertaining to bus transportation." In the event that it can be established that a student's relatives or any other individual acting on the student's behalf enters onto a school bus without the driver's permission, the student may be suspended from riding the County school bus. Any violation of proper conduct on school buses will result in consequences laid out in the new HCS Code of Acceptable Behavior.

2023-2024 Graduation Requirements

The Future Ready 2023 Strategic Plan supports “Future Ready Students” as a priority. It is our desire to create greater flexibility for our schools to encourage Career Exploration and Vocational Learning opportunities. We seek to give students the choice of taking a fourth science class instead of requiring it. We know that if a student chooses not to take a fourth science, they would have flexibility for dual enrollment (or other EPSO classes), CTE, JROTC, Fine Arts, or an elective class that best prepares them for their post-secondary career. Our school leaders desire schools to have the flexibility to offer a Capstone Experience and still give an elective credit but in a way that will not make it a requirement.

In March of 2020, the School board voted the following to be Graduation Requirements.

<u>Subject</u>	<u>Credit</u>	<u>Course</u>
English	4	English I, II, III, and IV
Math	4	Algebra I, Geometry, Algebra II and one Advanced Math. Students must take math each school year.
Science	3	Biology, Chemistry or Physics and 1 lab science.
Social Studies	3	World History and Geography, US History and Geography, Economics (.5) and US Government & Civics (.5).
Wellness	1	
PE .	.5	
Personal Finance	.5	
World Language	2 (same language)	
Fine Arts	1	
Major Elective Focus	3	

***2023-2024 Seniors will need all required credits to graduate.

Seniors must complete all graduation requirements by the May 3, 2024 deadline in order to participate in the graduation ceremony. Seniors requiring summer school will not participate in the graduation ceremony.

All students must pass the Civics exam. All students must take the ACT prior to graduation.

- JROTC credit as substitution for required courses.
- Wellness (1), PE (.5)
- Personal Finance (.5), Government (.5)**
- **Substitute Government credit can only be given if the JROTC instructor is HQ in Government.
- **Substitute Government credit can be awarded in later courses but no earlier than JROTC 3.
- If you complete three years of JROTC course, it will count as your “Major Elective Focus.”

Additional Information

- Physical Education requirement may be met by substituting an equivalent time (65 hours) of physical activity in other areas including but not limited to marching band, cheerleading, interscholastic athletics and school sponsored intramural athletics.
- In exceptional circumstances, Foreign Language may be waived for students not going to a university to expand and enhance the elective focus.
- In exceptional circumstances, Fine Arts may be waived for students not going to a university to expand and enhance the elective focus.

High School Grade Classification

Classification is based on number of credits earned not years attended

Freshman – (may have 0-5 credits)

Sophomore – 6 credits

Junior – 12 credits

Senior – 20 credits

Ninth, tenth, and eleventh grade students must carry a minimum of eight subjects.

Every subject must be taken and passed in its logical sequence.

Diploma Criteria

Regular Diploma: Students who have fulfilled the requirements for graduation set by the State of Tennessee and the Hamilton County Board of Education as outlined above receive a regular diploma. Traditional

Diploma with Honors: According to guidelines set by the State Board of Education, students who score at or above all of the subject area readiness benchmarks on the ACT or equivalent score on the SAT will graduate with Honors.

Diploma with Distinction: According to guidelines set by the State Board of Education, students will graduate with distinction who attain at minimum a B average and complete at least one of the following: earn a nationally recognized industry certification, participate in Governor’s School, participate in one of the state’s All-State musical organizations, be selected as a National Merit Finalist or Semifinalist, 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, earn 12 or more semester hours of transcript postsecondary credit, successfully complete the International Baccalaureate or Cambridge International Examinations Pathway to TN Diploma.

Special Education Diploma: A special education diploma may be awarded at the end of their fourth year of high school to students with disabilities who have (1) not met the requirements for a regular diploma, (2) have satisfactorily completed an individualized education program, and (3) have satisfactory records of attendance and conduct. Students who obtain the special education diploma may continue to work toward the high school diploma through the end of the school year in which they turn twenty-two years old.

GRADING SYSTEM

Uniform Grading System – Weighted for Advanced Coursework				
Grade	% Range	Honors Courses & National Industry Certification	Statewide Dual Credit Courses & Dual Enrollment Courses	Advanced Placement and International Baccalaureate
A	90-100	May include the addition of 3 percentage points to the grades used to calculate the semester average	May include the addition of 4 percentage points to the grades used to calculate the semester average	May include the addition of 5 percentage points to the grades used to calculate the semester average
B	80-89			
C	70-79			
D	60-69			
F	0-59			

The 4.0 scale is defined in the Tennessee Uniform Grading System. This grading scale is used to calculate and determine a student's eligibility for the Tennessee Hope Lottery Scholarship. This state-recognized GPA will appear on the high school transcript for all Hamilton County graduates (TCA 49-6-407).

* Components of the Quarter Grade

The grading formula for each nine-week's grade is as follows:

A. Instructional Tasks-----50% Teaching Assessment Tasks. These may include instructional tasks such as daily work, quizzes, teaching tasks, and problem/project based learning activities. Homework assignments should count no more than 10%.

B. Assessment Tasks----- 50% Performance and/or Assessment Tasks. Assessments may include summative unit tests, essays, performance assessments, constructed response tasks and problem/project based learning activities.

Grade Calculations for High School Courses with State End-of-Course Tests

For semester 1 and 2 each semester grade counts 42.5% and the EOC counts 15%.

WEIGHTED GRADES

In grades 8-12, Honors level courses may be developed at the system level in the core subject areas

In Hamilton County, all Honors courses (excluding dual enrollment college requirements), National Industry Certification, Advance Placement, and International Baccalaureate will be open and accessible to all students. No criteria for eligibility or enrollment will be defined, other than appropriate course sequenced prerequisites.

Honors Course – 3 Added Points: Honors course designation can be sought by application for courses in the following areas: mathematics, science, English, foreign language, social studies, all college joint enrollment courses, career and technical courses, and such special courses as applied for and approved by the State. 3 points will be added to the final average.

National Industry Certification - 3 Added Points: Career and technical courses in which students take the nationally recognized examination specific for the course will have 3 points added to the final average.

Statewide Dual Credit & Dual Enrollment Course – 4 Added Points

Advanced Placement and International Baccalaureate 5 Added Points: Advanced Placement courses and International Baccalaureate courses in which students take the end-of-course national examination receive 5 points for each credit earned.

REPORT CARDS

Grade reports are provided through Powerschool for parents/guardians and students each nine weeks.

Grade reports shall indicate the student's attendance, academic progress and any other information necessary to communicate effectively with parents/guardians. Parents may check students progress online by using the web address <http://powerschool.hcde.org/public>.

CREDIT RECOVERY

Rules, regulations, or procedures for admission to and removal from Credit Recovery programs may include but not be limited to attendance, discipline, availability of coursework, availability of space, appropriate progress, and grades. At a minimum, they may:

- A) Require students to complete an application form.
- B) Require parent or guardian consent for students to apply for Credit Recovery. Parents/Guardians should be informed that not all post-secondary institutions will accept credit recovery courses for credit and that the NCAA Clearinghouse will not accept credit recovery credit for courses.
- C) The student has previously taken an initial, non credit recovery section of the proposed course and received a grade of at least fifty percent (50%). Students who receive a grade below 50% in the non-credit recovery section of the course must re-take the course.
- D) If a student is given credit recovery and does not complete the course work, they must retake the class.

CREDIT RECOVERY GRADING

- Students passing credit recovery shall receive a grade of 60%.
- Upon completion of the individual skill-specific goals the Credit Recovery Teacher of Record will use a grade change form to record a 60 for that credit recovery course. A student cannot receive a score higher than a 60. This score will be recorded on the transcript on a separate line using the course code number that indicates it was completed through credit recovery. The original failing grade may also be listed on the transcript, but shall not factor into the students GPA.
- Credit Recovery EOC courses-If a student took the EOC test for the course they are enrolled in for credit recovery then the student does not have to take the EOC test again. If the student did not take the EOC test of the course they are enrolled in for credit recovery then they must take the EOC test.
- Credit Recovery may be completed through Hamilton County Virtual School, or any accredited virtual school or program with approval of the Principal. Repeating a course in any of these programs will be treated the same as repeating a course on campus. The student will receive the grade earned.

END OF COURSE EXAMINATIONS

End of Course examinations will be administered in the following subjects: English I, English II, Algebra I, Geometry, Algebra II, U.S. History, and Biology.

- A. The state will report scores for schools and school systems for academic achievement and academic gain.
- B. Students will take the examinations in the semester they complete the relevant course work or at the earliest available test administration. Only students who are enrolled in a course with an associated End of Course examination shall take the End of Course examination. Students enrolled in a substituting course without an End of Course examination explicitly tied to the State Board of Education approved content standards of that course shall not take an End of Course examination. This exemption applies to all substituting courses, including, but not limited to Advanced Placement, Cambridge AICE, International Baccalaureate, local and statewide dual enrollment, and local and statewide dual credit courses.
- C. Students enrolled in a course with an associated End of Course examination must take the examination to receive credit for the course.
- D. Students will not be required to pass any one (1) examination, but instead students must achieve a passing score for the course in accordance with the State Board of Education's Uniform Grading Policy.
- E. Results of individual student performance from all administered EOC examinations will be provided in a timely fashion to facilitate the inclusion of these results as part of the student's grade. If an LEA does not receive its students' End of Course examination scores at least five (5) instructional days before the scheduled end of course, then the LEA may choose not to include its students' End of Course examination scores in the students' average.

11TH GRADE ASSESSMENT (ACT OR SAT)

As a strategy for assessing student readiness for postsecondary education, every student enrolled in a Tennessee public school during their eleventh (11th) grade year shall take either the ACT or SAT. This is a graduation requirement for all students to receive a diploma.

UNITED STATES CIVICS TEST

All high school students shall be given a United States civics test. The test will be prepared by the district. Questions will be selected from the 100 questions that are set forth with the civics test administered by the United States citizenship and immigration services to persons seeking to become naturalized citizens. A student shall pass the test if the student correctly answers at least 70% of the questions. The student may take the test as many times as necessary. A student who had an IEP under which the civics test is determined to be inappropriate requirement for the student shall not be required to take the civics test. A passing grade is a condition to receive a diploma. A school all of whose seniors receiving a regular diploma, make a passing grade of at least 85% shall be recognized on the TDOE website as a United States all-star school that school year.

COLLEGE/COUNSELING INFORMATION

SCHOLARSHIPS

Various scholarship opportunities are available for graduating seniors. The Central Alumni Association sponsors the Ray Moss Scholarship, the E.B. Etter and the Stan Farmer Scholarships, the Principal's Scholarship, and the Warren Mackey Jr. Memorial Scholarship. The Campbell family sponsors the Rob Campbell Scholarship, the Kimberly Campbell Scholarship, and the Jacob Campbell Scholarship. The Saranell Smith Scholarship is awarded by the Smith family. The Harrison Ruritan Club sponsors the Ruritan Scholarship (amount and number of recipients vary), and the Harrison Woman's Club sponsors a scholarship in memory of Martha Claxton. The Hamilton County Department of Education and many organizations throughout Hamilton County and the Chattanooga area offer additional scholarships. See College Advisor for more details.

TENNESSEE HOPE SCHOLARSHIP

Award amount - \$4,000 for 4-year institutions and 2,000 for 2-year institutions.
Qualifications - Minimum of a 21 ACT or overall minimum 3.0 GPA. The College Access Advisor can provide additional information.

TENNESSEE PROMISE SCHOLARSHIP

Tennessee Promise is a scholarship, mentoring and community service program that will provide students a last-dollar scholarship, meaning the Tennessee Promise will cover tuition and fees not covered by the Pell Grant, the HOPE scholarship, or TSAA funds. The program offers two years of tuition-free community college or technical school to all high school graduates, regardless of income.

COUNSELING DEPARTMENT

Individual counseling is offered to students for personal and academic issues. There are counselors available to discuss student progress in academics, attendance, and social/emotional concerns with parents and students.

The College Access Advisor guides seniors in the college selection and application process, scholarships, and financial aid. College tours, college fairs, visiting college representatives, classroom presentations, and weekly emails help prepare students and parents for the post-secondary experience.

The Dean of Students checks student progress in grades, attendance and discipline. The Dean of Students meets with parents and students regularly and facilitates weekly attendance letters informing parents of chronic truancy issues and conducts attendance appeal hearings.

The Student Support Coach serves as a member of the school-based support team by providing support and assistance to students, staff, and families using best practices for assisting individuals and groups of students through the application of positive behavior supports.

STUDENT DRIVERS RULES AND REGULATIONS

The operation of a vehicle by a student and/or parking such vehicle on school property is a privilege and not a right. The school assumes no responsibility for any damage to or loss of personal property from the vehicles while on school property. Student access to vehicles during the school day will be permitted by administrative permission only. A student who loses the right to operate a vehicle on school grounds, whether for a specific time period or permanently, shall not be entitled to a refund on any parking fee paid. A vehicle which has been prohibited from parking on school property, whether for a specific time period or permanently, may be towed at owner's expense if parked on school property.

DRIVER'S LICENSE CERTIFICATION

Tennessee Code Annotated states that a student must have satisfactory attendance and academic progress based on end of term grading. With regard to driver's license certification, a student must miss no more than 10 consecutive or 15 total unexcused days per term and pass at least 4 full unit subjects or their equivalency. Absences which are excused with regard to driver's license certification are those which are excused under state attendance rules. They are personal illness, death in immediate family, family illness, religious holiday, personal, and school sponsored activities.

DRIVER'S LICENSE REVOCATION

(State Law 49-6-3017) Any student 15-17 years of age who becomes academically deficient or deficient in attendance shall be reported to the Department of Safety for driver's license revocation.

STUDENT PARKING PERMITS

In order to receive an assigned parking space, students must purchase a parking permit for \$25.00, and provide school authorities with registration form, possess a valid driver's license, and have proof of insurance and vehicle registration. Handicap spaces are provided for those who possess proper identification (ex. handicap plate, permits). Spaces are assigned to seniors and juniors with seniors having priority.

The parking permit is to be hung and visible on the rear view mirror-no exceptions.

Any car parked on the campus without a permit is subject to towing at the owner's expense.

The school day begins when the student arrives. Students are to get out of the car and proceed to the building. Sitting in parked cars is prohibited during the school day. No loitering is permitted in the parking area.

Students without a parking permit are not to park on school property.

Student vehicles are not to be left on campus following a school sponsored event. Vehicles left following a school sponsored event are subject to towing, and/or impoundment.

Students are not permitted to park in "Visitor's parking."

Students are not allowed to park in the spaces that are reserved for faculty in the back lot of the building.

All students should lock and secure their vehicles.

Students are to observe the 15 MPH speed limit at all times while on campus

SCHOOL SECURITY and EMERGENCY PROCEDURES

EMERGENCY PROCEDURES

FIRE DRILL

When the fire alarm sounds, all students are to exit the building by the outside classroom door and proceed to the designated area. Move quickly and quietly and be alert for alternate directions in case an exit is blocked. There is to be no running and absolutely no talking during fire drills. Wait quietly until the signal is given to return to class. Evacuation fire drill will be conducted each month.

TORNADO DRILL

When the signal for a tornado drill is given, move quickly and quietly to the area designated. Remain in the designated area until the signal is given to return to class.

INTRUDER DRILL/LOCKDOWN

When the signal for a lockdown drill is given, all students and faculty should move to the nearest classroom. Classroom doors should be locked and secured immediately. Remain quietly in the room until the drill ends.

ADDITIONAL SCHOOL SECURITY

SEARCH OF LOCKERS—In accordance with Tennessee state law, students are notified that lockers and other storage areas are school property and are subject to search. TCA 49-6-4204

SEARCH OF PERSONS—A student may be subject to physical search because of the results of a locker search, or because of information received from a teacher, staff member, student or other person if such action is reasonable to the principal or designee. TCA 49-6-4205

SEARCH OF VEHICLES—Vehicles located on school property are subject to search in accordance to: TCA 49-6-4206. Animals may be used to facilitate a search on school property in accordance to: TCA 49-6-4208.

SCHOOL RESOURCE OFFICER

Central High School is staffed with a full-time School Resource Officer. This position is funded by the Hamilton County Sheriff's Department. The School Resource Officer may be reached by phone at 344-1447.

MEDICATIONS

Medication Policy Revision: Medications should be limited to those required during school hours and necessary to maintain the child in school. Medications should be administered by school nurses or other non-medical school personnel designated by the school principal. Any student who is required to take medication during the regular school day must comply with the following regulations:

1. A written permission form for both prescription and over-the-counter medications will be provided to the school by the School Health Program Office upon request. This form must be completed and signed by both the parent(s) and child's licensed healthcare provider.
2. A new permission form must be provided to the school at the beginning of each new school year. The permission form must be updated by the student's licensed healthcare provider when there is a change in dosage or time of medication.
3. Middle and secondary school students are permitted to bring medication to school provided it is taken to the designated school personnel immediately upon the student's arrival at school.
4. School personnel will administer or dispense, as appropriate, all medications whether prescription or over-the-counter. The school nurse will provide instruction on the proper administration of medication to school faculty.
5. All medication will be kept in locked storage boxes that are available, or in acceptable secure locked locations in school.
6. Any unused medication must be picked up by parent or legal guardian at the end of the school year. Unused medication that is not picked up on or before the last day of school or medication that has expired, will be properly disposed of by the school.
7. School nurses will monitor storage and proper documentation of medications administered, on a regular basis, to insure that medications are handled properly. All medications administered will be given in accordance with the above guidelines.
8. Prescribed emergency medications to address life-threatening situations must be readily accessible to the student at all times. These may be in the student's possession or in a designated location as is appropriate to the situation (field trips, etc.) Examples of these medications include but are not necessarily limited to: asthma inhalers, Epi-pens, glucose tablets, glucagon injection, Benadryl, and others.

The school system retains the right to reject requests for administering medication that is not in compliance with the above guidelines.

TRADITIONS

PURPLE POUNDERS

Because they pounded out yardage, Central's 1939 football players were repeatedly called pounders by local sports writers, and as a result, the athletes previously known as the Purple Warriors, were renamed the Purple Pounders. Our many student athletes today carry on this proud tradition.

ATHLETICS

FALL SPORTS

Cross Country
Soccer—Girls
Volleyball—Girls
Football
Bowling
Cheerleading

WINTER SPORTS

Basketball—Boys
Basketball—Girls
Wrestling
Cheerleading

SPRING SPORTS

Baseball
Softball
Soccer—Boys
Tennis—Boys/Girls
Track—Boys/Girls

STATE CHAMPIONSHIPS

Baseball

1955, 56, 60, 85, 87

Football

1946, 51, 53, 54, 57, 65

Softball

1985

Boys Basketball

1943

Golf

1951

Wrestling

1990, 2011, 2012

HOMECOMING

At a designated home football game the traditional Homecoming ceremonies are observed, highlighted by the crowning of a queen and king. The candidates are chosen by the senior class, and the queen and king are then elected by a student body vote.

JUNIOR-SENIOR PROM

Juniors and seniors may attend the junior-senior prom held near the latter part of the school year. The prom is a formal occasion and appropriate dress will be required. Boys will wear at least a shirt and tie, and girls will be attired in formal dress. Only those students classified as seniors or juniors may purchase tickets. No one over the age of 20 will be allowed to attend as a date.

MILITARY BALL

The Military Department sponsors a dance for all JROTC cadets and their dates. During the Military Ball, all seniors are recognized and the Military Court and King and Queen are announced.

SENIOR DAY

The crowning of Mr. and Miss Central highlights the annual Senior Day program. On this occasion, seniors and the Champion dedicatory are honored and scholastic achievements of seniors are recognized.

SENIOR CLASS NIGHT

On this occasion, scholastic achievements of seniors are recognized and scholarships are awarded. Speeches are presented by the Distinguished Alumni Hall of Fame inductees.

TALENT SHOW

Talent is displayed annually at Central during the annual talent show. The Talent Show is sponsored by the Central High choral department.

HONORS

Valedictorian - the senior must have the highest numerical average, rounded to the nearest hundredth. The valedictorian's course selection must include all core courses from the highest level offered in English, mathematics, social studies, and science at each high school. The valedictorian must be enrolled in the school from which he/she graduates at the beginning of the junior year.

Salutatorian - the senior must have the second highest numerical average, rounded to the nearest hundredth. The salutatorian's course selection must include courses from the highest level offered in English, mathematics, social studies, and science at each high school. The salutatorian must be enrolled in the school from which he/she graduates at the beginning of the junior year.

Four-Year Honor Students - Students are seniors who have a 93 or higher G.P.A. and satisfactory discipline with administrative approval. The valedictorian, salutatorian, class representative, and faculty representative are selected from this group.

Homecoming Queen/King -Candidates are nominated by senior class during the first term of their senior year. The requirements are (1) be enrolled at Central at least 3 or more years, (2) be in the upper 1/3 of the Senior Class, (3) have no suspensions or adverse disciplinary record in any year at Central, (4) and have satisfactory attendance. All extenuating circumstances will be reviewed by the school administration and/or Central planning team. The top five nominees are voted on by the upperclassmen student body.

Mr./Miss Central - The senior class nominates five boys and five girls for this honor. The final selection of Mr. and Miss Central is by the vote of the upperclassmen student body. In order to qualify for Mr. and Miss Central court, students must meet the following criteria: (1) be enrolled at Central 4 years, (2) be in the upper 1/3 of the Senior Class, (3) have no suspensions or adverse disciplinary record in any year at Central, (4) have satisfactory attendance, (5) and be involved in a minimum of 4 extracurricular activities. All extenuating circumstances will be reviewed by the school administration and/or Central planning team.

Beta Club is a leadership-service organization recognizing excellence. Its purpose is to stimulate effort and reward achievement.

1. must be a member of the junior or senior class.
2. must have, at the time of induction, and **MAINTAIN** an 86 grade point average.
3. must be a member of at least two extra-curricular or school sponsored groups or clubs.
4. must not have an adverse disciplinary record
5. final candidates are reviewed by school administration and/or Central planning team.

The Annie May Shelton Chapter of the National Honor Society creates an enthusiasm for scholarship, stimulates a desire to render service, promotes leadership, and encourages the development of character. In accordance with the National Honor Society Handbook, membership is granted only to those students selected by the faculty Honor Council which is approved by the principal. *Criteria for N.H.S. selection:* A student must:

1. Maintain a 3.0 G.P.A. set by the N.H.S. Honor Council.
2. Be a junior or senior enrolled at Central, the equivalent of one term.
3. Maintain clear discipline record.
4. Successfully hold school offices or positions of responsibility, conduct business with efficiency and without prodding, and demonstrate reliability and dependability.
5. Commit to participate in school and/or community service projects.
6. Realize that membership is never based upon scholarship alone, as this violates the N.H.S. constitution.
7. final candidates are reviewed by school administration and/or Central planning team.

Leadership, service, and character of potential members are equally important factors.

Star Roll - Students must have all A's in academic subjects.

Honor Roll - Students must have at least one A, no grade below a B, in academic subjects.

Academic Award - In recognition of academic excellence, an academic award will be presented to those students who attain honor roll or star roll status for two consecutive semesters prior to Award Day.

Superlatives - senior boys and girls recognized for various achievements. They are selected by their fellow classmates.

GUIDELINES FOR CLASS OFFICER ELECTIONS

Criteria are:

- (a) G.P.A. of 82.5 or higher
- (b) have no suspensions or adverse disciplinary record
- (c) satisfactory attendance

1. Any junior or senior meeting these qualifications and desiring to hold an office as president, vice-president, secretary, or **for seniors only**, treasurer shall submit a written statement to the class sponsor declaring the office he/she seeks and the reason for feeling qualified to hold such office.

2. All submitted petitions shall be given to the class sponsors who, after screening each candidate for his/her records in scholarship, discipline, and attendance, shall be responsible for preparing a nominating ballot showing all acceptable names petitioning for each office.

3. This ballot shall be presented to the students in advisory so that students may vote for one name for each office...president, vice-president, secretary, treasurer (seniors only). The candidates for each office receiving the highest number of votes shall be declared the winner.

ELECTIONS

1. On election day each office candidate shall be allowed one minute (or less) to speak before his/her class assembly to give a prepared speech on his /her own behalf.

2. Voting shall be by secret ballot. The winners shall be determined by the highest number of total votes the candidates receive. In case of a tie there will be run-off election.

STUDENT PUBLICATIONS

Content of student publications must comply with a journalism code established by student sponsors and school administration. This code reflects legal considerations and avoidance of offensive, judgmental, biased or disruptive language. The publication sponsors make the final decision as to publication content.

Hamilton County Board of Education Policy – 490, Student Expression

A. Principals may exercise editorial control over the styles and content of student speech in school-sponsored expressive activities so long as this exercise is reasonably related to legitimate education concerns.

B. Principal may prohibit non-school sponsored speech which

- will interfere with the proper and orderly operation and discipline of the school
- will cause violence or disorder
- will constitute an invasion of the right of others
- is libelous
- contains indecent, vulgar or obscene language
- endangers health or safety of another person
- advertises any product or service not legally permitted to be sold and/or possessed by a minor

ZERO TOLERANCE POLICY

Please refer to the HCS Code of Acceptable Behavior

DRUG POLICY (TCA 49-6-3401)

Unlawful possession, use or sale of narcotics, stimulant drugs or drug paraphernalia on school property, a school bus, or at school-sponsored events is not permitted. This includes prescription, non-prescription and “look-alike” drugs.

A student having unlawful possession, using, or selling a narcotic or stimulant drug or drug paraphernalia, prescription, non-prescription, and look-alike drugs on school property, a school bus or at a school-sponsored event or activity shall be reported to local law enforcement officials and subject to administrative discipline set forth by the HCS Code of Acceptable Behavior.

ALCOHOL

Unlawful possession, use or sale of alcohol on school property, a school bus, or at schoolsponsored events is not permitted.

The sale of alcohol on school property, a school bus, or at a school sponsored event shall be reported to law enforcement.

A student possessing or using alcohol on school property, consuming alcohol off campus and subsequently attending a school function on a school bus or at a school sponsored event or activity while under the influence of alcohol shall be subject to administrative discipline set forth by the HCS Code of Acceptable Behavior

Possession shall mean legally controlled alcohol found on a student or in a student’s personal belongings, locker or vehicle.

Sale, Transfer or Receive:

Any student who shall sell or transfer to another person or receive alcohol on school property, on a school-sponsored event or activity, shall be subject to administrative discipline set forth by the HCS Code of Acceptable Behavior.

Any student who uses, possesses, sells, transfers, or receives any substance which the student indicates or understands to be a substance which is controlled in any manner by any governmental agency shall be subject to this policy, unless the student has complied with Section 445.3E.

Possession, transfer or sale of drug paraphernalia shall be treated the same as possession, transfer or sale of a controlled drug or alcohol.

POSSESSION OF WEAPONS

It is unlawful for any student to possess or carry (whether openly or concealed) any gun, shotgun, pistol, dynamite, cartridge, bomb, grenade, mine, explosive device, bowie knife, dirk, dagger, slingshot, leaded cane, switchblade knife, black jack, metallic knuckles, or any other weapon of like kind... in any...public school, building, or bus, on any public school campus, grounds, recreation area, athletic field or any other property owned or used by any board of education or school...(TCA 39-1710). Students who violate this law are subject to suspension and/or expulsion and arrest. Possession of items such as mace or tear gas is also illegal. State law prescribes a maximum penalty of five years imprisonment and a fine not to exceed \$2,500 for carrying weapons on school property. Students who are in possession of pyrotechnics (fireworks, powder, explosives, ammunition, and related materials) shall be subject to administrative discipline set forth by the HCS Code of Acceptable Behavior. (Tennessee State Board of Education Rule).

(Hamilton County Board of Education Weapons Policy)

440.7 Possession of weapons on school property, on a school bus or at school sponsored events

Any students who possess a weapon on school property, on a school bus or at a school sponsored event shall be subject to administrative discipline set forth by the HCS Code of Acceptable Behavior.

A weapon is any device capable of inflicting injury to or disabling another individual, including but not limited to club, knife, and knuckles.

Possession shall mean actual physical control of the weapon or the ability to exercise control over the weapon.

The punishment for this offense shall be suspension up to one year, but may include expulsion by the school board.

However, if the weapon is a firearm or an explosive, incendiary or poison gas device, any student who is found to have violated this policy shall be subject to suspension for a period of not less than one year. The superintendent shall have the authority to modify this suspension requirement on a case-by-case basis; however, such review shall occur only when unusual circumstances exist. The principal shall notify the appropriate juvenile court or criminal court official.

SEARCHES

A. Search of Lockers (TCA 49-6-4204)

1. When an individual circumstance in a school dictates, a principal may order that lockers or other enclosures used for storage by students, and other areas accessible to students be searched in his presence or in the presence of other members of the staff.

2. Individual circumstances requiring a search may include incidents on school property, including school buses, involving, but not limited to, the use of dangerous weapons, drugs or drug paraphernalia by students, which are known to the principal or other staff members; information received from law enforcement, juvenile or other authorities indicating a pattern of drug dealing or drug use by students of that school; any assault or attempted assault on school property with dangerous weapons, or any other actions or incidents known by the principal which give reasonable cause that drugs, drug paraphernalia or dangerous weapons are held on school property by one or more students.

3. A notice shall be posted in each school that lockers and other storage areas are school property and are subject to search for drugs, drug paraphernalia, dangerous weapons or any property that is not properly in the possession of the student.

B. Search of Students and Containers (TCA 49-6-4205)

1. 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.

2. All of the following standards of reasonableness shall be met:

There are reasonable grounds for suspecting that a particular student has violated school policy.

The search will yield evidence of the violation of school policy or will lead to disclosure of a dangerous weapon, drug paraphernalia or drug.

The search is in pursuit of legitimate interests of the school in maintaining order, discipline, safety, supervision and education of students; and

The scope of the search is reasonably related to the objectives of the search, and is not excessively intrusive in light of the age and sex of the student and the nature of the infraction.

The search is not conducted for the sole purpose of discovering evidence to be used in a criminal prosecution.

3. School personnel may not conduct a strip search of a student.

C. Search of Vehicles (TCA 49-6-4206)

A principal or his designee or both may search any vehicle parked or otherwise located on school property if there is probable cause to believe that the vehicle contains a dangerous weapon, drug paraphernalia or drug or contains evidence of a violation of school rules or regulations which endangers or has endangered the health or safety of any member of the student body.

D. Searches - Use of Animals (TCA 49-6-4208)

In order to facilitate a search which is found to be necessary, dogs or other animals trained to detect drugs by odor or otherwise may be used in conducting searches, but such animals shall be used only to pinpoint areas needed to be searched.

E. Searches - Field Trips

1. A student, his/her possessions, or room may be searched while the student is on a school-sponsored field trip. The reason for the search must be based on reasonable information or evidence that the student has violated or is violating a rule related to the trip.
2. 2. Students shall be advised of the above prior to the trip.

TOBACCO POLICY

Students shall not use, possess, or transfer tobacco products in any form on school premises. This shall include use in cars, school buses and/or during any school sponsored activity whether it occurs before, during or after school hours. To “possess” shall mean to have tobacco products on the person, in the vehicle or other areas in control of the individual, including one’s personal effects. To “use” shall mean holding of a lighted cigarette, cigar, pipe, or e-cigarette inhaling the smoke, or any chewing or dipping of any tobacco product. To “transfer” shall mean to give or pass contents of an article from one person to another. School administrators reserve the right to inspect lockers, automobiles, and personal effects on the premises. Violations of this tobacco policy shall be subject to administrative discipline set forth by the HCS Code of Acceptable Behavior. All Hamilton County facilities are tobacco and smoke free environments per Board Policy.

DISCRIMINATION/HARASSMENT (TCA 49-6-3109)

Students and teachers shall be provided a learning environment free from sexual, racial, ethnic, and religious discrimination/harassment. It shall be a violation of Hamilton County Board of Education policy for any employee or any student to discriminate against or harass a student or teacher through disparaging conduct or communication that is sexual, racial, ethnic, or religious in nature. This includes conduct, advances, gestures, drawings, words, or phrases which are commonly accepted to have a sexual, racial, ethnic, or religious connotation. Guidelines are set forth to protect students and teachers from discrimination/harassment.

Bullying/Cyber-bullying (TCA 49-6-1014-1019) & (Title IX (20 U.S.C. §§ 1681-1686))

Bullying will not be tolerated on school property, at a school function or on a school bus. Bullying shall mean deliberate harassment, intimidation, and/or violence against a student perpetrated by another student or group of students. Bullying includes but is not limited to:

Physical violence.

Taunts, name-calling, or ethnic, racial or gender based verbal abuse.

Threats, intimidation, or extortion.

Conduct which creates a hostile or offensive learning environment.

A student who commits an offense under this policy shall be disciplined appropriately, including but not limited to suspension from school. Students who are intimidated or harassed by another student should report these incidents immediately to an administrator.

Cyber Bullying can be defined as the following:

Cyber-bullying is bullying that takes place using electronic technology. Electronic technology includes devices and equipment such as cell phones, computers, and tablets, as well as communication tools including social media sites, text messages, chat and websites. Examples may include: mean text messages or emails, rumors sent by email or posted on social network sites, and embarrassing pictures, videos, websites, or fake profiles. If cyber bullying affects the normal school day, per HCDE policy, administration can address and punish accordingly even if the communication took place off campus and after-school hours.

NOTICE OF NONDISCRIMINATION

It is the policy of the Hamilton County Board of Education not to discriminate on the basis of sex, race, national origin, creed, age, or religion in any of the programs or practices in the school system. A complaint may be filed by anyone who has a grievance regarding discrimination as set forth in one of the following statutes: (1) The Rehabilitation Act of 1972, Section 504; (2) Title VI of the Civil Rights Act of 1964; or (3) Title IX of the Educational Amendments of 1972.

ACADEMIC AND SERVICE CLUBS

For membership information, contact the sponsor.

BAND	MODEL UNITED NATIONS
BETA CLUB	NATIONAL HONOR SOCIETY
BOOK CLUB	RANGERS
CHEERLEADERS	RIFLE TEAM
CHESS CLUB	RURITEEN CLUB
CHOIR	SABER TEAM
COLOR GUARD	STARS
DRAMA CLUB	SUPERINTENDENT'S
DRILL TEAM	STUDENT ADVISORY
FCA	YOUTH LEGISLATURE
FRESHMAN CHOIR	

NONDISCRIMINATION

It is the policy of the Hamilton County Board of Education not to discriminate on the basis of race, color, creed, national origin, sex, age, no disqualifying disability, or veteran status in any of the programs or practices in the school system. A complaint may be filed by anyone who has a grievance regarding discrimination as set forth in one of the following statutes: (1) The Rehabilitation Act of 1972, Section 504, (2) Title VI of the Civil Rights Act of 1964, or (3) Title IX of the Educational Amendments of 1972.